



## **BUSINESS PAPER**

# **Ordinary Council Meeting Wednesday, 12 February 2025**

**Date: Wednesday, 12 February 2025**

**Time: 9.00AM**

**Location: Shire Chamber  
Coonamble**

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

**Paul Gallagher  
GENERAL MANAGER**

**Notice is hereby given that an Ordinary Meeting of Council will be held in the Shire Chamber, Coonamble on Wednesday, 12 February 2025 at 9.00AM.**

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**1 OPENING MEETING****2 ACKNOWLEDGEMENT OF COUNTRY**

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

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

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



# **MINUTES**

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

**MINUTES OF COONAMBLE SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE SHIRE CHAMBER, COONAMBLE  
ON WEDNESDAY, 11 DECEMBER 2024 AT 9.00 AM**

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

**IN ATTENDANCE:** Bruce Quarmby (Acting General Manager), Kerrie Murphy (Director Infrastructure), Barry Broe (Director Community, Planning, Development & Environment), Jennifer Maundrell (Executive Manager Corporate Governance), Marina Colwell (Executive Support Officer), Kylie Kerr (Manager Roads), Lesley Duncan (Manager Planning, Regulatory & Compliance), Mick Bell (Manager Parks & Urban Services), David Levick (Manager Economic Development & Growth), Azita Sobhani (Manager Community Development), Tim Wark (Manager Water & Sewer), Janelle Whitehead (Manager Waste, Recycling & Employment Initiatives), Clint Fitzsummons (Manager Contracts & Special Projects).

## **1 OPENING MEETING**

The Mayor opened the meeting at 9.03 am, advising the attendees of the following:

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

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

## **2 ACKNOWLEDGEMENT OF COUNTRY**

We acknowledge the traditional custodians of this land on which we meet today, the Wailwan people and the Gamilaroi people and recognise their continuing connection

to land, water and culture. We pay our respects to Elders past, present and emerging.

### 3 COMMUNITY CONSULTATION

Nil

### 4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

Nil

### 5 DEPUTATION/DELEGATIONS

Mr Tristan Raulings (Property Development Manager) from Birdwood Energy, delivered a digital presentation on item 10.17 Road Opening – Moorimbilla Solar Farm.

### 6 CONFIRMATION OF MINUTES

#### RESOLUTION 2024/270

Moved: Cr Paul Fisher

Seconded: Cr Margaret Garnsey

**That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 13 November 2024 be confirmed as a correct record of the proceedings of the meeting.**

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

Against: Nil

**CARRIED 9/0**

### 7 DISCLOSURES OF CONFLICTS OF INTEREST

Cr Danny Keady declared a non pecuniary interest item 10.9 Coonamble Show Society request for Community Event Request as he is a committee member; and

Cr Danny Keady declared a non pecuniary interest items 11.2 for Investigations into Wastewater from the Coonamble Sewer Treatment Plant Coonamble Jockey club as he is the president of the club.

Cr Garnsey declared a non pecuniary interest item 11.3 Notice of Motion – Tourism Signs as she is a member of the Quambone Resources committee.

Cr Garnsey declared a non pecuniary interest item 11.3 Notice of Motion – Untidy House Blocks within the village of Quambone as she is a member of the Quambone Resources committee.

Cr Adam Cohen declared a non significant pecuniary interest item 10.3 Status of Investments as the informational report mentions the arrangement between Council and the business he is a partner in, as the business manages the Coonamble Pool.

Cr Goldsmith declared a non pecuniary interest item 10.14 Economic Development and Growth – Progress Report, as the report mentions Council’s support of an event hosted by her businesses produce in Christmas Hampers.

**8 MAYORAL MINUTE**

**MAYORAL MINUTE**

**RESOLUTION 2024/271**

Moved: Mayor Daniel Keady  
 Seconded: Cr Phillipa Goldsmith

**That the report be received and noted.**

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

Against: Nil

**CARRIED 9/0**

Cr Margaret Garnsey delivered a verbal report of the Local Governement Annual Conference held in Tamworth in November 2024.

**SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL**

**SECTION B - MATTERS FOR INFORMATION ONLY**

**9 COMMITTEE REPORTS**

Nil

**10 REPORTS TO COUNCIL**

**10.1 CORRESPONDENCE**

**RESOLUTION 2024/272**

Moved: Cr Phillipa Goldsmith  
 Seconded: Cr Karen Churchill

**That the report be received and noted.**

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

Against: Nil

**CARRIED 9/0**



## 10.2 COUNCIL RESOLUTIONS/ACTIONS UPDATE

### RESOLUTION 2024/273

Moved: Cr Karen Churchill  
Seconded: Deputy Mayor Steven Butler

**That Council notes the Council Resolution status (Annexure 1).**

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

Against: Cr Phillipa Goldsmith

**CARRIED 8/1**

## 10.3 STATUS OF INVESTMENTS - NOVEMBER 2024

### RESOLUTION 2024/274

Moved: Cr Karen Churchill  
Seconded: Cr Margaret Garnsey

**That Council receives and notes the list of investments from 1 November 2024 to 30 November 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.**

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

Against: Nil

**CARRIED 9/0**

## 10.4 RATES AND CHARGES COLLECTIONS - NOVEMBER 2024

### RESOLUTION 2024/275

Moved: Cr Ahmad Karanouh  
Seconded: Cr Adam Cohen

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

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

Against: Nil

**CARRIED 9/0**

**10.5 PRESENTATION OF FINANCIAL STATEMENTS AND AUDIT REPORTS FOR THE YEAR ENDED 30 JUNE 2024**

**RESOLUTION 2024/276**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Wheelhouse

**That Council note the tabling of the presentation and tabling of its Auditors Report and Financial Reports for the year ended 30 June 2024.**

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

Against: Nil

**CARRIED 9/0**

**10.6 ANNUAL CODE OF CONDUCT COMPLAINTS STATISTICS**

**RESOLUTION 2024/277**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

**That Council notes the annual Code of Conduct Complaints Statistics Report for the period 1 September 2023 to 31 August 2024.**

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

Against: Nil

**CARRIED 9/0**

## 10.7 ANNUAL REPORT

### RESOLUTION 2024/278

Moved: Cr Adam Cohen

Seconded: Cr Ahmad Karanouh

**That Council notes the 2023/2024 Annual Report, which includes the State of Our Shire Report 2024.**

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

Against: Cr Phillipa Goldsmith

**CARRIED 8/1**

It was noted during the tabling of this report that the State of Our Shire Report 2024, had not been attached as an annexure to this report nor the website. This oversight was corrected and a copy of the State of Our Shire Report 2024 was emailed to Councillors and added to Council's Website.

## 10.8 COMMUNITY DEVELOPMENT

### RESOLUTION 2024/279

Moved: Cr Karen Churchill

Seconded: Cr Adam Cohen

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

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

Against: Nil

**CARRIED 9/0**

**10.9 PLANNING, REGULATORY & COMPLIANCE PROGRESS REPORT****RESOLUTION 2024/280**

Moved: Deputy Mayor Steven Butler

Seconded: Cr Paul Fisher

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

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

Against: Nil

**CARRIED 9/0**

At 10:22 am, Cr Adam Cohen left the meeting.

**10.10 PLANNING PROPOSALS TO REZONE COUNCIL OWNED LAND****RESOLUTION 2024/281**

Moved: Cr Paul Fisher

Seconded: Cr Margaret Garnsey

**That Council**

- 1. Endorse Planning Proposal PP001/2024 for the Coonamble Artesian Bore Bath Project and forward it to the Minister for Planning seeking an amendment to the Coonamble Local Environmental Plan 2011 and request that a Gateway Determination be issued, excluding the delegation of Plan making powers, to enable the public exhibition of the Planning Proposal pursuant to the *Environmental Planning and Assessment Act 1979*.**
  - (a) Upon receipt of a Gateway Determination for PP001/2024 under Section 3.34 of the Environmental Planning & Assessment Act 1979, places the Planning Proposal and any supporting material on public exhibition pursuant to any requirements of the Gateway Determination and Schedule 1, Clause 4 of the *Environmental Planning and Assessment Act 1979*; and**
  - (b) Subject to the conditions of the Gateway Determination, undertakes those actions necessary to address outstanding matters.**

In Favour: Crs Daniel Keady, Margaret Garnsey and Phillipa Goldsmith

Against: Crs Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Ahmad Karanouh and Paul Wheelhouse

**LOST 3/6**

**RESOLUTION 2024/282**

Moved: Cr Paul Fisher

Seconded: Cr Margaret Garnsey

**Endorse Planning Proposal PP002/2024 for the Old Sheepyards Industrial Estate and forward it to the Minister for Planning seeking an amendment to the Coonamble Local Environmental Plan 2011 and request that a Gateway Determination be issued, excluding the delegation of Plan making powers, to enable the public exhibition of the Planning Proposal pursuant to the *Environmental Planning and Assessment Act 1979*.**

- (a) Upon receipt of a Gateway Determination for PP001/2024 under Section 3.34 of the Environmental Planning & Assessment Act 1979, places the Planning Proposal and any supporting material on public exhibition pursuant to any requirements of the Gateway Determination and Schedule 1, Clause 4 of the *Environmental Planning and Assessment Act 1979*; and
- (b) Subject to the conditions of the Gateway Determination, undertakes those actions necessary to address outstanding matters.

In Favour: Cr Daniel Keady

Against: Crs Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith, Ahmad Karanouh and Paul Wheelhouse

**LOST 1/8**

The meeting breaks for morning at 10.43am and return to at 11.00am.

**10.11 MUSEUM STRUCTURAL ASSESSMENT****RESOLUTION 2024/283**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Karen Churchill

**That Council receives and notes the report on the Museum condition.**

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

Against: Nil

**CARRIED 9/0**

**MOTION****RESOLUTION 2024/284**

Moved: Cr Karen Churchill  
Seconded: Cr Paul Wheelhouse

**That Council apply for any available Heritage funding with the view to repairing both the Museum and the Trooper Stables within Museum location in Coonamble.**

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

Against: Nil

**CARRIED 9/0**

At 11:06 am, Cr Adam Cohen returned to the meeting.

**10.12 DRAFT OUTSTANDING COMMUNITY MEMBER RECOGNITION POLICY****RESOLUTION 2024/285**

Moved: Cr Ahmad Karanouh  
Seconded: Cr Margaret Garnsey

**That Council:**

- 1. Note the report on the draft Outstanding Community Member Recognition Policy.**
- 2. Publicly exhibit the draft Outstanding Community Member Recognition Policy, and associated nomination and selection criteria documentation, for at least a period of 28 days and provide members of the community at least 42 days in which to comment on the draft policy.**
- 3. At the end of the public submission period:**
  - (a) Receive a further report, including any submissions made on the draft Outstanding Community Member Recognition Policy, or**
  - (b) If no submissions are received, formally adopt the Outstanding Community Member Recognition Policy without change and publish it and the associated nomination and selection criteria documentation on Council's website.**

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

Against: Nil

**CARRIED 9/0**

**10.13 WASTE OPERATIONS REPORT NOVEMBER 2024****RESOLUTION 2024/286**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

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

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

Against: Nil

**CARRIED 9/0****10.14 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT****RESOLUTION 2024/287**

Moved: Cr Ahmad Karanouh

Seconded: Deputy Mayor Steven Butler

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

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

Against: Nil

**CARRIED 9/0****10.15 PROJECT CLOSURE REPORT - REAL COUNTRY TOURISM EXPERIENCE STRATEGY AND INFRASTRUCTURE BUSINESS CASE****RESOLUTION 2024/288**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Margaret Garnsey

**That the Project Closure Report for the Real Country Business Case and Strategy Development be noted.**

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

Against: Nil

**CARRIED 9/0**

**10.16 UPDATED DONATIONS POLICY****RESOLUTION 2024/289**

Moved: Cr Paul Fisher

Seconded: Cr Ahmad Karanouh

- 1. That Council notes the information in this report.**
- 2. Endorses the amended Donations Policy to go on public exhibition for at least a period of 28 days and provide members of the community at least 42 days in which to comment on the draft policy.**
- 3. At the end of the public submission period:**
- 4. Receive a further report following the exhibition period including any submissions made on the amended Donations Policy, or**
- 5. If no submissions are received, formally adopt the Donations without any changes.**

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

Against: Nil

**CARRIED 9/0**

**10.17 ROAD OPENING - MOORIMBILLA SOLAR FARM****RESOLUTION 2024/290**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

**That Council notes the contents of the report.**

- 1. That council resolves to approve the opening of the Crown Road designated by land parcel Lot 7007 DP1029777, and all road related upgrades.**
- 2. That council resolves to revise its policy regarding the opening of Crown Roads for public use.**
- 3. That council staff further consult with the developer on the maintenance of the road and the relocation costs associated of the town entrance sign.**

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

Against: Nil

**CARRIED 9/0**



**10.18 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS****RESOLUTION 2024/291**

Moved: Cr Ahmad Karanouh

Seconded: Cr Margaret Garnsey

**That the information be received and noted on the works in progress within Council's Infrastructure Directorate.**

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

Against: Nil

**CARRIED 9/0**

At 12.07pm Mayor Keady vacates the chair, Deputy Mayor Butler takes the chair for the discussion and voting on the following item 10.19 Request for support for a Community Event.

**10.19 REQUEST FOR SUPPORT FOR A COMMUNITY EVENT****RESOLUTION 2024/292**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

**That Council**

- 1. That Council receives and note the information contained within this report.**
- 2. That Council resolves to agree to the request from The Coonamble Show for the following:**
  - (a) The redirection of the \$5,000 financial support provided to the hosting of the alternative community event.**
  - (b) The redirection of in-kind support, to the value of \$10,500 towards the hosting of the alternative community event from the Showground events preparation budget.**

In Favour: Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith, Ahmad Karanouh and Paul Wheelhouse

Against: Nil

**CARRIED 8/0**

At 12.09 pm Mayor Keady returns to the meeting and resumes his position in the Chair.

**11 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS****11.1 NOTICE OF MOTION - CASTLEREAGH MACQUARIE COUNTY COUNCIL - RECOMMENDATION FROM VERBAL REPORT DELIVERED TO THE NOVEMBER ORDINARY COUNCIL MEETING****RESOLUTION 2024/293**

Moved: Cr Margaret Garnsey

Seconded: Cr Adam Cohen

- 1. That Council resolve to request a report be provided to Council on the feasibility of introducing a roadside spraying program as part of normal operational procedures.**
- 2. That pending the provision of this report that the costs associated with the roadside spraying program be included for Council's consideration as part of the 2025/2026 estimates process.**

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

Against: Nil

**CARRIED 9/0**

Item 11.1 deferred for voting to after discussion and voting on item 12.2 in closed session.

At 12.16 pm Mayor Keady vacates the chair, Deputy Mayor Butler takes the chair for the discussion and voting on the following item 11.2 Notice of Motion – Request for investigations and report into wastewater from the Coonamble Sewer Treatment Plant.

**11.2 NOTICE OF MOTION - REQUEST FOR INVESTIGATIONS AND REPORT INTO WASTEWATER FROM THE COONAMBLE SEWER TREATMENT PLANT.****RESOLUTION 2024/294**

Moved: Cr Ahmad Karanouh

Seconded: Cr Paul Fisher

1. That a report into the utilisation/disposal of the wastewater from the Coonamble sewerage treatment plant be provided. The report is requested to address the following components.
  - (a) Provide a breakdown of the volume of wastewater produced including how much wastewater is provided to the Golf club Racecourse.
  - (b) Investigate options to increase the wastewater storage capacity at the Golf club / Racecourse, including the dredging/desilting of the current storage facility at the Coonamble Golf Club.
  - (c) Investigate options for pumping of wastewater from the treatment plant to the to the Golf Club / Racecourse during breakdown times.

In Favour: Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith, Ahmad Karanouh and Paul Wheelhouse

Against: Nil

**CARRIED 8/0**

At 12:18 pm, Cr Ahmad Karanouh left the meeting.

At 12.19 pm Mayor Keady returns to the meeting and resumes his position in the Chair.

**11.3 NOTICE OF MOTION - TOURISM SIGNS****RESOLUTION 2024/295**

Moved: Cr Margaret Garnsey

Seconded: Cr Paul Fisher

- 1. That Council resolves to request the General Manager to give higher priority to the replacement of the damaged or faded regulatory and tourism signs across the Local Government area.**
- 2. That works on the sign replacement program be scheduled to be completed in the first half of 2025, with Quambone a priority within the overall program.**

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

Against: Nil

**CARRIED 8/0**

**11.4 NOTICE OF MOTION - UNTIDY HOUSE BLOCKS WITHIN THE VILLAGE OF QUAMBONE****RESOLUTION 2024/296**

Moved: Cr Margaret Garnsey

Seconded: Cr Phillipa Goldsmith

- 1. That Council resolves to request the General Manager to give higher priority to the cleaning up of untidy properties across the Local Government area.**
- 2. That priority areas and properties be addressed in the first half of 2025, with Quambone a priority within the overall program.**

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

Against: Nil

**CARRIED 8/0**

**11.5 NOTICE OF MOTION - FUNDING REQUEST FOR OUTBACK ARTS PROJECT**

**RESOLUTION 2024/297**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Adam Cohen

**That Council resolves that:**

1. That Council staff liaise with representatives from Outback Arts to gain a better understanding of the project scope and the its funding requirements.
2. Following gaining this understanding, a report including a recommendation for funding, is to be brought back for Council’s consideration at its February 2025 Council meeting.

**CARRIED**

**11.6 NOTICE OF MOTION - REQUEST FOR INFORMATION ON TROOPERS STABLES**

**RESOLUTION 2024/298**

Moved: Cr Margaret Garnsey

Seconded: Deputy Mayor Steven Butler

**That Council notes that Council will investigate and research the history of the stables and consult with all relevant interested parties.**

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

Against: Nil

carried 9/0 In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

**CARRIED 8/0**

## 11.7 NOTICE OF MOTION - GENERAL MANAGER PERFORMANCE REVIEW PROCESS

### RESOLUTION 2024/299

Moved: Cr Phillipa Goldsmith

Seconded: Cr Margaret Garnsey

**That Council resolves that:**

- 1. That an informal mid-review be held with Council and the General Manager prior to Friday 20 December on a date and at a time to be agreed between the Mayor and General Manager.**
- 2. That Councillors be provided, through the appropriate Council portal, with the 23 items of confidential information identified by this report, within 7 business days of the December Council meeting, in order to prepare for a successful informal mid-review of the General Manager's performance.**
- 3. That a facilitator be appointed through LGNSW Management Solutions and a date in February be scheduled for the General Manager's formal review, prior to the Christmas break.**

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

Against: Cr Karen Churchill points 1&2

**CARRIED 7/1**

## 12 CONFIDENTIAL MATTERS

### RESOLUTION 2024/300

Moved: Cr Adam Cohen

Seconded: Cr Phillipa Goldsmith

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

#### 12.1 Tender REGPRO272425 Provision of Road Stabilising

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

#### 12.2 Tender T452425OROC Provision of Roadside Slashing and Spraying

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

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

Against: Nil

**CARRIED 8/0**

## **12.1 TENDER REGPRO272425 PROVISION OF ROAD STABILISING**

### **RESOLUTION 2024/301**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Wheelhouse

- 1. That Council awards Tender REGPRO272425 Provision of Road Stabilising to the tenderer representing best value as a Panel Source Supplier for the period 1 January 2025 to 31 December 2026, and**
- 2. That a provision be allowed for a 12-month extension based on satisfactory supplier performance, which may take this contract through to 31 December 2027.**
- 3. That in selecting a supplier from this Panel, that council remains mindful of its adopted Local Preference Purchasing Policy.**

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

Against: Nil

**CARRIED 8/0**

At 1:11 pm, Cr Ahmad Karanouh returned to the meeting.

**12.2 TENDER T452425OROC PROVISION OF ROADSIDE SLASHING AND SPRAYING**

**RESOLUTION 2024/302**

Moved: Cr Paul Wheelhouse  
Seconded: Cr Ahmad Karanouh

- 1. That Council awards Tender T452425OROC Provision of Roadside Slashing and Spraying to the tenderer representing best value as a Panel Source Supplier for the period 1 January 2025 to 31 December 2026, and**
- 2. That a provision be allowed for a 12-month extension based on satisfactory supplier performance, which may take this contract through to 31 December 2027.**

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

Against: Nil

**CARRIED 9/0**

**RESOLUTION 2024/303**

Moved: Cr Adam Cohen  
Seconded: Cr Karen Churchill

**That Council moves out of Closed Council into Open Council.**

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

Against: Nil

**CARRIED 9/0**

**13 CONCLUSION OF THE MEETING**

The Meeting closed at 1.18pm .

The minutes of this meeting were confirmed at the Council held on 25 December 2030.

.....  
**CHAIRPERSON**



**7 DISCLOSURES OF CONFLICTS OF INTEREST**

## 8 MAYORAL MINUTE

### MAYORAL MINUTE

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

I am pleased to deliver the Mayoral report for February 2025, covering a period of two months since our last meeting in mid-December.

#### **Tooraweenah Road**

Christmas came early for Coonamble Shire with the announcement in December of an additional \$18.2 million towards the Tooraweenah Road upgrade.

The Hon Mark Coulton MP contacted me in December to share the good news that additional funding had been allocated to the project during the 2024-25 Mid-Year Economic and Fiscal Outlook review.

This was the result of our executive team putting together a detailed proposal to the NSW and ACT Infrastructure Investment Division. The option that has been approved involves focusing the work on the 27km of unsealed road within the Coonamble Shire to ensure flood-free travel for up to a 1-in-10-year flood event.

The benefits of this approach:

- It provides a sealed road between Coonamble and Coonabarabran through the Warrumbungle National Park, therefore, opening up our Shire to more tourists.
- It upgrades a vital route for the agricultural industry used for transporting grain and livestock to receival locations.
- It provides improved access to properties and services during wet-weather events.

\* \* \*

#### **Coonamble Christmas Street Party**

This was held as an evening event in mid-December, and I had the honour of opening the party and welcoming more than 30 stallholders from within Coonamble Shire and nearby areas.

Local talent was on display with Castlereagh Connection playing on stage, and dance students of Coonamble Public School performing during the evening.

While the party is an opportunity to socialise, it is an important event to get people into the Coonamble CBD. Three-quarters of those who responded in the feedback survey after the event said they bought something at the permanent businesses in the main street who had opened in the evening.

The Coonamble Chamber of Commerce Buy Local major draws were also announced on the evening, and I congratulate this organisation, with the support of participating businesses, in encouraging people to shop locally.

\* \* \*

**Australia Day**

Our celebrations across the Australia Day long weekend began with Reflect, Respect, Celebrate Pool Parties in Gulargambone and Coonamble, followed by Nominee's Dinners in both Gulargambone and Coonamble on the Saturday evening.

I was fortunate to attend the dinner in Gulargambone that gave me a glimpse of the initiative, drive and pride shown by the residents of that community. Deputy Mayor Cr Steve Butler attended the Nominee's Dinner in Coonamble on Council's behalf, thanking all nominees for the work they do in the community.

Across most of the events we had representatives from the local Dharrun-Gaawa Men's Program offering a Welcome to Country and Smoking Ceremony, and I look forward to their participation in many of our community events in the future.

On Australia Day itself, I had the privilege of swearing in our newest citizen, Jemimah Campbell, who has made Coonamble home.

I also welcomed Wiradjuri Elder, Aunty Glendra Stubbs OAM, as Coonamble's Australia Day Ambassador. Aunty Glendra was able to stay in Coonamble on the Sunday afternoon, spending time with local Weilwan artist, Uncle 'Sooty' Welsh, and enjoying the festivities at the Terminus Hotel in the afternoon.

Sunday's highlight was the presentation of our Australia Day Awards, and I congratulate all nominees and thank them for contributing their time and effort to improving our community.

Thanks also to the Rotary Club of Coonamble and the Coonamble CWA for providing refreshments on the day. I also extend my thanks to our Council teams who work hard behind the scenes to make these events happen, particularly the Events Management team and the Parks and Urban Services crews.

\* \* \*

**Water supply**

With hot temperatures across January, the demand on Coonamble's water supply has been very high, to the point where demands on the network started to exceed the ability of our water treatment plant to meet them.

I thank Coonamble residents for their responsiveness to Council's appeals to reduce water usage and to adopt more water-wise behaviours. This response resulted in a significant drop in demand and gave the water treatment plant the chance to refill the water tower reservoirs.

**RECOMMENDATION**

**That the report be received and noted.**

**SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL**

**SECTION B - MATTERS FOR INFORMATION ONLY**

**9 COMMITTEE REPORTS**

Nil

## 10 REPORTS TO COUNCIL

### 10.1 CORRESPONDENCE

**File Number:** C20

**Author:** Marina Colwell-Executive Support Officer

**Authoriser:** Paul Gallagher, General Manager

**Annexures:** Nil

#### CORRESPONDENCE

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

Date	Information Sent	Author	In	Out	Sent
28/01/25	OLG Circular – Cyber Security Guidelines for Councils 25-01	M Colwell		✓	✓
28/01/25	Invitation – NSW ALGWA Conference 2025	M Colwell		✓	✓
28/01/25	Coulton’s Catch Up – M Coulton MP 27 January 25	M Coulton	✓	✓	✓
21/01/25	Coulton’s Catch Up – M Coulton MP 21 January 25	M Coulton	✓	✓	✓
15/01/25	Australia Day Awards & Dinner Invitation	M Colwell		✓	✓
13/01/25	Coulton’s Catch Up – M Coulton MP 13 January 25	M Coulton	✓	✓	✓
09/01/25	Coonamble & Quambone Tennis Facilities	M Colwell		✓	✓
11/12/24	State of our Shire Report	J Maundrell		✓	✓
11/12/24	Coulton’s Catch Up – M Coulton MP 10 Dec 24	M Coulton	✓	✓	✓

#### RECOMMENDATION

**That the report be received and noted.**

**10.2 COUNCIL RESOLUTIONS/ACTIONS UPDATE****File Number:** C17; C20**Author:** Marina Colwell-Executive Support Officer**Authoriser:** Paul Gallagher, General Manager**Annexures:** 1. Resolutions/Actions Report February 2025 [↓](#) **PURPOSE**

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

**BACKGROUND**

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

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

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

**(b) Financial Considerations**

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

**COMMENTARY**

A table with information about outstanding Council resolutions / actions is attached as Annexure 1 to the report, in the reporting format from Infocouncil:

**RECOMMENDATION**

**That Council notes the Council Resolution status (Annexure 1).**

<a href="#">Action Sheets Report</a>	<b>Division:</b> <b>Committee:</b> <b>Officer:</b>	<b>Date From:</b> <b>Date To:</b> <b>Printed: 6 February 2025 8:37 AM</b>
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Meeting	Officer/Director	Section	Subject
Council 6/14/2023	Quarmby, Bruce Quarmby, Bruce	Reports to Council	Management of Crown Reserve 96390 - Lot 244 DP44910

<b>Division:</b> <b>Committee:</b> <b>Officer:</b>	<b>Date From:</b> <b>Date To:</b>
<a href="#">Action Sheets Report</a>	<b>Printed:</b> 6 February 2025 8:37 AM

**RESOLUTION 2023/109**

Moved: Cr Pat Cullen

Seconded: Cr Terence Lees

1. That Council notes the information contained within this report.
2. That Council resolves to formally request that the Department of Crown Lands formally appoint Coonamble Shire Council as the Crown Reserve Manager for the Reserve 96390.
3. That Council resolves that as the purpose for the Crown Reserve is for the provision of Emergency Services, that the Reserve is to be classified as Operational Land.
4. That following the appointment of Council as the Crown Reserve Manager for the Reserve 96390. That Council resolves to proceed with the compulsory acquisition of the Reserve 96390, being Lot 244 DP 44910 for the purpose of the provision of emergency services in accordance with sections 186 and 187 of the Local Government Act 1993 and in accordance with the Land Acquisition (Just Terms Compensation) Act 1991.
5. That Council makes an application to the Minister and the Governor for approval to acquire the land described as part Lot 244 by compulsory process under section 186(1) and 187 of the Local Government Act 1993 of provision of emergency services in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*.
6. That Council does not acquire the mineral rights over the land to be acquired.
7. That Council resolves that the land is to be classified as operational land in accordance with section 31 (2) of the *Local Government Act 1993*.
8. That Council resolves for the purposes of section 30 of the *Land Acquisition (Just Terms Compensation) Act 1991*, that Council agrees to the land being acquired for compensation, set at the market value of the land, as agreed by the General Manager and the Department of Planning, Industry and Environment – Crown Lands.
9. That Council resolves.
  - a) to delegate to the General Manager or his delegate the power to do anything further as necessary to give effect to the compulsory acquisition including obtaining any necessary approvals and publishing any necessary notices in the Gazette.
  - b) That authority be granted to the General Manager to affix the Common Seal of the Council to any documentation required to give



<p><b>Division:</b> <b>Committee:</b> <b>Officer:</b></p>	<p><b>Date From:</b> <b>Date To:</b></p>
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**effect to this resolution.**

In Favour: Crs Tim Horan, Karen Churchill, Adam Cohen, Pat Cullen, Barbara Deans, Bill Fisher, Ahmad Karanouh, Terence Lees and Brian Sommerville

Against: Nil

**CARRIED 9/0**

**25 Aug 2023 11:52am Quarmby, Bruce**  
Letter written to crown lands seeking appointment as crown reserve manager. Public works to be engaged to acquire the land

**18 Mar 2024 8:02pm Quarmby, Bruce**  
Council has been appointed Crown Land Manager , acquisition of land to proceed.

**04 Jul 2024 9:25am Quarmby, Bruce**  
NSW Public Works have been approached to handle the acquisition of the land

**17 Jan 2025 10:20am Quarmby, Bruce**  
Made follow up contact with Public works to progress the issue.

Meeting	Officer/Director	Section	Subject
Council 3/13/2024	Gallagher, Paul Gallagher, Paul	Reports to Council	Sons of the Soil redevelopment - disposal of internal assets and process for development/demolition

**RESOLUTION 2024/36**

Moved: Cr Pat Cullen  
Seconded: Cr Barbara Deans

**That Council;**

1. a) **Hold a community auction of all the contents with the proceeds being dispersed to community groups via a donation or a community project.**
  - o Offer the white goods (fridge and freezers) to sporting groups within the LGA. This may also include the kitchen cutlery, crockery and glasses.
  - o Offer the bed frames, cupboard, and dressers to a local charity for disbursement to the those that may require assistance with furniture. This may also include the plates and cutlery.

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Action Sheets Report

2. Receive and note the information on the development process.
3. Receive a further report on the demolition, partial demolition, or retention of the building costs once the RFQ has closed.
4. Council advise the OLG on the progress of the development of the SOTS.
5. That council continues to endeavour to keep the façade of the building.

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

Against: Nil

**CARRIED 7/0**

Meeting	Officer/Director	Section	Subject
Council 7/10/2024	Quarmby, Bruce Quarmby, Bruce	Reports to Council	Correction of Lands Title Issue for Lot 1 DP 132634
<b>RESOLUTION 2024/171</b>			
Moved: Deputy Mayor Bill Fisher			
Seconded: Cr Barbara Deans			
<ol style="list-style-type: none"> <li>1. That Council receives and notes the information in this report.</li> <li>2. That Council authorises the General Manager to undertake the necessary actions required to facilitate the transfer of the ownership of Lot 1 DP 132634 from Coonamble Shire Council to that of Essential Energy.</li> </ol>			
<u>In Favour:</u> Crs Tim Horan, Bill Fisher, Pat Cullen, Barbara Deans, Terence Lees and Brian Sommerville			
<u>Against:</u> Nil			
<b>CARRIED 6/0</b>			
13 Aug 2024 10:47am Quarmby, Bruce Emailed Essential Energy advising them of Council's resolution, will await response. If no response the issue will be followed up by the end of September			
19 Nov 2024 5:02pm Quarmby, Bruce Contacted Essential Energy in Oct , awaiting response			
17 Jan 2025 9:40am Quarmby, Bruce			

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[Action Sheets Report](#)

Follow up email to Essential Energy to receive update on the progress of the lands transfer.

Meeting	Officer/Director	Section	Subject
Council 11/13/2024	Broe, Barry Perram, Phillip	Notices of Motions/Questions with Notice/Rescissio	Notice of Motion - Heritage Study 2008-2010 (Cr Churchill)
<p><b>RESOLUTION 2024/268</b></p> <p>Moved: Cr Karen Churchill                      Seconded: Cr Margaret Garnsey</p> <p><b>That:</b></p> <ol style="list-style-type: none"> <li>1. Engages a suitably qualified consultant in line with Council's procurement processes to review the Coonamble Shire Community Based Heritage Study 2008-2010 with the aim of amending the Local Environmental Plan to reflect the recommendations of a contemporary Heritage Study.</li> <li>2. Writes to the property owners regarding the recommended heritage status of their property based on the findings of the revised Heritage Study.</li> <li>3. Notes that owners of historic buildings of State significance have an option to register their property with the State.</li> </ol> <p><u>In Favour:</u> Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;"><b>CARRIED 8/0</b></p> <p><b>28 Nov 2024 9:08am Broe, Barry - Target Date Revision</b>                      Target date changed by Broe, Barry from 27 November 2024 to 05 November 2025 - This is subject to funding being allocated in the 25/26 budget, Grant application for \$25,000 has been submitted, as suggested at the December Council meeting</p>			

Meeting	Officer/Director	Section	Subject
Council 12/11/2024	Quarmby, Bruce Quarmby, Bruce	Reports to Council	Presentation of Financial Statements and Audit Reports for the year ended 30 June 2024

Division: Committee: Officer:	Date From: Date To: Printed: 6 February 2025 8:37 AM
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Action Sheets Report

**RESOLUTION 2024/276**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Wheelhouse

**That Council note the tabling of the presentation and tabling of its Auditors Report and Financial Reports for the year ended 30 June 2024.**

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

Against: Nil

**CARRIED 9/0**

Meeting	Officer/Director	Section	Subject
Council 12/11/2024	Tatton, Deborah Quarmby, Bruce	Reports to Council	Updated Donations Policy

Division: Committee: Officer:	Date From: Date To: Printed: 6 February 2025 8:37 AM
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Action Sheets Report

**RESOLUTION 2024/289**

Moved: Cr Paul Fisher  
 Seconded: Cr Ahmad Karanouh

1. That Council notes the information in this report.
2. Endorses the amended Donations Policy to go on public exhibition for at least a period of 28 days and provide members of the community at least 42 days in which to comment on the draft policy.
3. At the end of the public submission period:
4. Receive a further report following the exhibition period including any submissions made on the amended Donations Policy, or
5. If no submissions are received, formally adopt the Donations without any changes.

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

Against: Nil

**CARRIED 9/0**

24 Jan 2025 3:45pm Tatton, Deborah  
 On Public Exhibition for 42 days from 6.1.25

Meeting	Officer/Director	Section	Subject
Council 12/11/2024	Lloyd, Stuart Quarmby, Bruce	Reports to Council	Road Opening - Moorimbilla Solar Farm

Division: Committee: Officer:	Date From: Date To: Printed: 6 February 2025 8:37 AM
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Action Sheets Report

**RESOLUTION 2024/290**

Moved: Cr Phillipa Goldsmith  
 Seconded: Cr Paul Fisher

**That Council notes the contents of the report.**

- 1. That council resolves to approve the opening of the Crown Road designated by land parcel Lot 7007 DP1029777, and all road related upgrades.**
- 2. That council resolves to revise its policy regarding the opening of Crown Roads for public use.**
- 3. That council staff further consult with the developer on the maintenance of the road and the relocation costs associated of the town entrance sign.**

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

Against: Nil

**CARRIED 9/0**

Meeting	Officer/Director	Section	Subject
Council 12/11/2024	Wark, Tim Murphy, Kerrie	Notices of Motions/Questions with Notice/Rescissio	Notice of Motion - Request for investigations and report into Wastewater from the Coonamble Sewer Treatment Plant.

Division: Committee: Officer:	Date From: Date To:
<a href="#">Action Sheets Report</a>	Printed: 6 February 2025 8:37 AM

**RESOLUTION 2024/294**

Moved: Cr Ahmad Karanouh  
 Seconded: Cr Paul Fisher

1. That a report into the utilisation/disposal of the wastewater from the Coonamble sewerage treatment plant be provided. The report is requested to address the following components.
  - (a) Provide a breakdown of the volume of wastewater produced including how much wastewater is provided to the Golf club Racecourse.
  - (b) Investigate options to increase the wastewater storage capacity at the Golf club / Racecourse, including the dredging/desilting of the current storage facility at the Coonamble Golf Club.
  - (c) Investigate options for pumping of wastewater from the treatment plant to the to the Golf Club / Racecourse during breakdown times.

In Favour: Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith, Ahmad Karanouh and Paul Wheelhouse

Against: Nil

**CARRIED 8/0**

06 Jan 2025 11:40am Quarmby, Bruce - Reallocation

Action reassigned to Wark, Tim by Quarmby, Bruce - The report falls within Tim portfolio

Meeting	Officer/Director	Section	Subject
Council 12/11/2024	Broe, Barry Perram, Phillip	Notices of Motions/Questions with Notice/Rescissio	Notice of Motion - Tourism Signs

Division: Committee: Officer:	Date From: Date To:
<a href="#">Action Sheets Report</a>	Printed: 6 February 2025 8:37 AM

**RESOLUTION 2024/295**

Moved: Cr Margaret Garnsey  
 Seconded: Cr Paul Fisher

1. That Council resolves to request the General Manager to give higher priority to the replacement of the damaged or faded regulatory and tourism signs across the Local Government area.
2. That works on the sign replacement program be scheduled to be completed in the first half of 2025, with Quambone a priority within the overall program.

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

Against: Nil

**CARRIED 8/0**

24 Jan 2025 4:00pm Broe, Barry - Email

An audit of the sites for the signs has been completed and signs are about to be ordered (as of 4 February)

04 Feb 2025 1:39pm Broe, Barry - Target Date Revision

Target date changed by Broe, Barry from 25 December 2024 to 30 June 2025 - The target date in the resolution is by the end of the first half of 2025

Meeting	Officer/Director	Section	Subject
Council 12/11/2024	Broe, Barry Perram, Phillip	Notices of Motions/Questions with Notice/Rescissio	Notice of Motion - Untidy House Blocks within the village of Quambone

**RESOLUTION 2024/296**

Moved: Cr Margaret Garnsey  
 Seconded: Cr Phillipa Goldsmith

1. That Council resolves to request the General Manager to give higher priority to the cleaning up of untidy properties across the Local Government area.
2. That priority areas and properties be addressed in the first half of 2025, with Quambone a priority within the overall program.

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



<p><b>Division:</b> <b>Committee:</b> <b>Officer:</b></p>	<p><b>Date From:</b> <b>Date To:</b></p>
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<p>Wheelhouse</p>
<p><b>Against:</b> Nil</p>
<p><b>CARRIED 8/0</b></p>
<p><b>04 Feb 2025 12:24pm Broe, Barry - Target Date Revision</b> Target date changed by Broe, Barry from 25 December 2024 to 30 June 2025 - The target date in the resolution to complete this is by the end of the first half of 2025</p> <p><b>04 Feb 2025 12:25pm Broe, Barry - Email</b> Action Item - Notice of Motion - Untidy House Blocks within the village of Quambone</p> <p><b>04 Feb 2025 1:28pm Broe, Barry</b> An audit of Quambone properties has been done and letters will be sent to relevant property owners in accordance with Local Order No 21</p>

Meeting	Officer/Director	Section	Subject
Council 12/11/2024	Quarmby, Bruce Quarmby, Bruce	Notices of Motions/Questions with Notice/Rescissio	Notice of Motion - Funding request for Outback Arts project
<p><b>RESOLUTION 2024/297</b></p> <p>Moved: Cr Phillipa Goldsmith Seconded: Cr Adam Cohen</p> <p><b>That Council resolves that:</b></p> <ol style="list-style-type: none"> <li><b>That Council staff liaise with representatives from Outback Arts to gain a better understanding of the project scope and the its funding requirements.</b></li> <li><b>Following gaining this understanding, a report including a recommendation for funding, is to be brought back for Council’s consideration at its February 2025 Council meeting.</b></li> </ol>			
<p><b>CARRIED</b></p>			
<p><b>06 Jan 2025 11:12am Quarmby, Bruce</b> A meeting invite has been sent to Outback Arts to discuss the funding proposal that was tabled for Council's consideration at its December 2024 meeting.</p> <p><b>23 Jan 2025 11:13pm Quarmby, Bruce</b> Meeting has been held and a new funding proposal will be tabled at the february meeting</p>			

Meeting	Officer/Director	Section	Subject
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<p><b>Division:</b> <b>Committee:</b> <b>Officer:</b></p>	<p><b>Date From:</b> <b>Date To:</b></p>
<p><a href="#">Action Sheets Report</a></p>	<p><b>Printed:</b> 6 February 2025 8:37 AM</p>

Council 12/11/2024	Gallagher, Paul Gallagher, Paul	Notices of Motions/Questions with Notice/Rescissio	Notice of Motion - General Manager Performance Review Process
<p><b>RESOLUTION 2024/299</b></p> <p>Moved: Cr Phillipa Goldsmith Seconded: Cr Margaret Garnsey</p> <p><b>That Council resolves that:</b></p> <ol style="list-style-type: none"> <li>1. That an informal mid-review be held with Council and the General Manager prior to Friday 20 December on a date and at a time to be agreed between the Mayor and General Manager.</li> <li>2. That Councillors be provided, through the appropriate Council portal, with the 23 items of confidential information identified by this report, within 7 business days of the December Council meeting, in order to prepare for a successful informal mid-review of the General Manager's performance.</li> <li>3. That a facilitator be appointed through LGNSW Management Solutions and a date in February be scheduled for the General Manager's formal review, prior to the Christmas break.</li> </ol> <p><u>In Favour:</u> Crs Daniel Keady, Steven Butler, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse</p> <p><u>Against:</u> Cr Karen Churchill points 1&amp;2</p> <p style="text-align: right;"><b>CARRIED 7/1</b></p>			
<p><small>06 Jan 2025 11:41am Quarmby, Bruce - Reallocation Action reassigned to Gallagher, Paul by Quarmby, Bruce - The item relatet to the General Manager</small></p>			

**10.3 RATES AND CHARGES COLLECTIONS - JANUARY 2025**

**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 January 2025.

**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.

	24 January 2025	31 January 2024
Rates and Charges	\$4,649,435.54	\$4,029,768.89
Water Consumption	\$ 183,529.95	\$ 487,681.27
<b>Total</b>	<b>\$4,832,965.49</b>	<b>\$4,517,450.16</b>

**COMMENTARY**

**Rates and Charges**

	24 January 2025	30 January 2024
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	\$8,590,938.49	\$7,998,405.87
Pension Concession	-\$ 100,702.83	-\$ 103,513.95
Amounts collected as at 24 January 2025	-\$5,272,387.91	-\$4,695,851.67
<b>Total Rates and Charges to be Collected</b>	<b>\$4,649,435.54</b>	<b>\$4,029,768.89</b>

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 24 January 2025 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 \$100,702.83; reducing the amount of income derived

from these rates and charges. Of this concession, Council’s contribution is 45%, which represents an amount of \$45,316.27.

The rates and charges as of 24 January 2025 represent 46.39% of the total annual rates and charges levied and outstanding (compared with 43.93% on 31 January 2024).

**Water Consumption Charges**

	<b>24 January 2025</b>	<b>30 January 2024</b>
Water Consumption Charges and arrears as at 30 June 2024	\$621,860.35	\$393,023.85
Water Consumption charges & adjustments 2024 / 25 year to date	\$ 64,124.56	\$779,001.78
Amounts collected as at 24 January 2025	<b>-\$425,331.96</b>	<b>-\$684,344.36</b>
<b>Total Water Consumption Charges to be Collected</b>	<b>\$183,529.95</b>	<b>\$487,681.27</b>

The water consumption charges as at 24 January 2025 represents 30.14% of the total water consumption charges outstanding (compared to 41.61% on January 2024).

For Council’s information at the time of writing this report, the previously reported issue that has impacted the levying of the fourth quarter user pays water accounts for 230 assessments has not been rectified and the accounts have been rescinded. A letter explaining the issue with the water billing, along with an apology for the inconvenience that the delay in the reissue of the account may have caused has been issued.

Council is completing a thorough audit of all water meters in the LGA. Photos are being obtained of each meter and credit notes are being issued if the water consumption has been overcharged. This has delayed any issue of water notices. Council is working diligently to ensure the water notices can be issued as soon as possible.

**Debt Recovery Agency**

During December 2024 and January 2025 Council’s debt recovery agency has been instructed to reinitiate contact with any debtors, who has previously been referred and legal action commenced. This action is in line with the provisions within the *Local Government Act 1993* and Council adopted Debt recovery policy.

The General Manager, has also requested that SR Law complete an audit of overdue amounts to enable the process of the Sale of Land to recoup payment.

**(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 24 January 2025 represent 46.39% of the total annual rates and charges levied and outstanding from previous years by Council (compared with 43.93% on 31 January 2024). The water consumption charges as of 24 January 2025 represent 30.14% of the total water consumption charges outstanding from previous years (compared to 41.61% on 31 January 2024).

## **RECOMMENDATION**

**That Council receive and note the information provided in the report for rates and charges collection.**

**10.4 STATUS OF INVESTMENTS - DECEMBER & JANUARY 2024/2025**

**File Number:** Investments General - I5  
**Author:** Imogen Pawley-Finance Assistant  
**Authoriser:** Bruce Quarmby, Director Corporate Services  
**Annexures:** 1. Imperium report December 2024    
 2. Imperium Report January 2025  

**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 29 January 2025 after all maturing dates for investments had passed.

The total Capital Value of Investments as of 29 January is \$20,250,000. The total amount of investments has decreased by \$1,000,000 since November 2024.

The main areas of expenditure during the months of December and January can be seen in the table below:

Area	December	January
<b>Water &amp; Sewer – Pump Station works</b>	\$255,345	\$ 138,318
<b>Emergency Services Levy – Yearly payment</b>	\$183,888	\$0
<b>Environmental – Contribution</b>	\$135,708	\$0
<b>Roads – Repairs, reseals and Flood Damage</b>	\$687,806	\$241,147

<b>Parkes and Gardens – Tennis courts</b>	\$318,654	\$0
<b>Administration – Records system</b>	\$0	\$38,585
<b>Plant – Waste Hook Bin Truck</b>	\$0	\$176,500

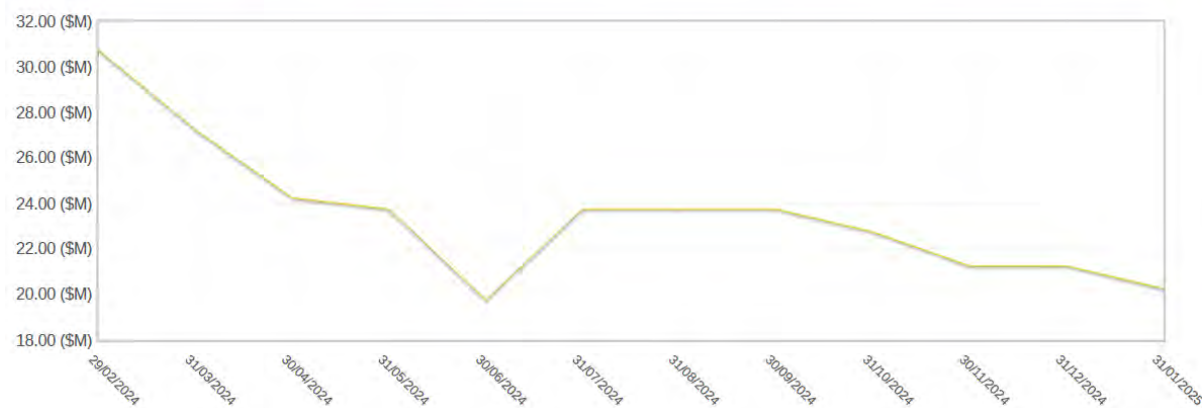
Of these payments \$1,534,499 will be either funded through Grants or reimbursed to Council. A further \$139,000 will be offset by insurance claims.

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

For a clear view of the above table please view attached imperium report.

**Historical Portfolio Balances** as at 31/01/2025

29/02/2024	31/03/2024	30/04/2024	31/05/2024	30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024	31/01/2025
30.75	27.25	24.25	23.75	19.75	23.75	23.75	23.75	22.75	21.25	21.25	20.25



**AVAILABLE WORKING FUNDS**

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

As per the recently completed 2023/2024 Annual Financial Statement the balance of unrestricted cash has been calculated at \$450,000.

**(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 December 2024 to 29 January 2025 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2021* and Council's Investment Policy.**





# Investment Report

01/12/2024 to 31/12/2024



### Portfolio Valuation as at 31/12/2024

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
Westpac	A-1+	TD	GENERAL	At Maturity	02/10/2024	02/01/2025	4.9200	1,000,000.00	1,000,000.00	12,266.30	4,178.63
IMB Bank	A-2	FRTD	GENERAL	Quarterly	17/01/2022	16/01/2025	4.8800	1,000,000.00	1,000,000.00	9,626.30	4,144.66
BOQ	A-2	TD	GENERAL	At Maturity	02/07/2024	03/02/2025	5.3500	2,000,000.00	2,000,000.00	53,646.58	9,087.67
NAB	A-1+	TD	GENERAL	At Maturity	06/08/2024	06/02/2025	5.0500	1,000,000.00	1,000,000.00	20,476.71	4,289.04
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	25/02/2025	5.0000	2,000,000.00	2,000,000.00	30,684.93	8,493.15
NAB	A-1+	TD	GENERAL	At Maturity	14/08/2024	14/03/2025	5.0000	1,000,000.00	1,000,000.00	19,178.08	4,246.58
NAB	A-1+	TD	GENERAL	At Maturity	28/08/2024	28/03/2025	5.0000	2,000,000.00	2,000,000.00	34,520.55	8,493.15
Westpac	A-1+	TD	GENERAL	At Maturity	06/11/2024	07/04/2025	5.0300	1,000,000.00	1,000,000.00	7,717.26	4,272.05
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	11/04/2025	5.0000	1,500,000.00	1,500,000.00	23,013.70	6,369.86
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	04/11/2024	05/05/2025	4.8700	2,000,000.00	2,000,000.00	15,477.26	8,272.33
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/12/2024	12/06/2025	5.0500	500,000.00	500,000.00	1,383.56	1,383.56
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	09/12/2024	09/07/2025	5.0800	1,000,000.00	1,000,000.00	3,201.10	3,201.10
BOQ	A-2	TD	GENERAL	At Maturity	02/12/2024	02/09/2025	5.0500	1,000,000.00	1,000,000.00	4,150.68	4,150.68
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2024	24/10/2025	5.1000	1,000,000.00	1,000,000.00	9,641.10	4,331.51
Westpac	A-1+	TD	GENERAL	At Maturity	28/10/2024	28/10/2025	5.0700	1,000,000.00	1,000,000.00	9,028.77	4,306.03
Westpac	A-1+	TD	GENERAL	At Maturity	04/11/2024	04/11/2025	5.0900	1,000,000.00	1,000,000.00	8,088.22	4,323.01
Unity Bank	Unrated	TD	GENERAL	At Maturity	18/11/2024	18/11/2025	5.0000	250,000.00	250,000.00	1,506.85	1,061.64
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	06/08/2024	06/08/2026	4.9700	1,000,000.00	1,000,000.00	7,625.21	4,221.10
<b>TOTALS</b>								<b>21,250,000.00</b>	<b>21,250,000.00</b>	<b>271,233.15</b>	<b>88,825.75</b>





## Portfolio by Asset as at 31/12/2024

### Asset Type: TD

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
Westpac	A-1+	TD	GENERAL	At Maturity	02/10/2024	02/01/2025	4.9200	1,000,000.00	1,000,000.00	12,266.30	4,178.63
BOQ	A-2	TD	GENERAL	At Maturity	02/07/2024	03/02/2025	5.3500	2,000,000.00	2,000,000.00	53,646.58	9,087.67
NAB	A-1+	TD	GENERAL	At Maturity	06/08/2024	06/02/2025	5.0500	1,000,000.00	1,000,000.00	20,476.71	4,289.04
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	25/02/2025	5.0000	2,000,000.00	2,000,000.00	30,684.93	8,493.15
NAB	A-1+	TD	GENERAL	At Maturity	14/08/2024	14/03/2025	5.0000	1,000,000.00	1,000,000.00	19,178.08	4,246.58
NAB	A-1+	TD	GENERAL	At Maturity	28/08/2024	28/03/2025	5.0000	2,000,000.00	2,000,000.00	34,520.55	8,493.15
Westpac	A-1+	TD	GENERAL	At Maturity	06/11/2024	07/04/2025	5.0300	1,000,000.00	1,000,000.00	7,717.26	4,272.05
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	11/04/2025	5.0000	1,500,000.00	1,500,000.00	23,013.70	6,369.86
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	04/11/2024	05/05/2025	4.8700	2,000,000.00	2,000,000.00	15,477.26	8,272.33
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/12/2024	12/06/2025	5.0500	500,000.00	500,000.00	1,383.56	1,383.56
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	09/12/2024	09/07/2025	5.0800	1,000,000.00	1,000,000.00	3,201.10	3,201.10
BOQ	A-2	TD	GENERAL	At Maturity	02/12/2024	02/09/2025	5.0500	1,000,000.00	1,000,000.00	4,150.68	4,150.68
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2024	24/10/2025	5.1000	1,000,000.00	1,000,000.00	9,641.10	4,331.51
Westpac	A-1+	TD	GENERAL	At Maturity	28/10/2024	28/10/2025	5.0700	1,000,000.00	1,000,000.00	9,028.77	4,306.03
Westpac	A-1+	TD	GENERAL	At Maturity	04/11/2024	04/11/2025	5.0900	1,000,000.00	1,000,000.00	8,088.22	4,323.01
Unity Bank	Unrated	TD	GENERAL	At Maturity	18/11/2024	18/11/2025	5.0000	250,000.00	250,000.00	1,506.85	1,061.64
<b>TD SUBTOTALS</b>								<b>19,250,000.00</b>	<b>19,250,000.00</b>	<b>253,981.64</b>	<b>80,460.00</b>



**Asset Type: FRTD**

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
IMB Bank	A-2	FRTD	GENERAL	Quarterly	17/01/2022	16/01/2025	4.8800	1,000,000.00	1,000,000.00	9,626.30	4,144.66
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	06/08/2024	06/08/2026	4.9700	1,000,000.00	1,000,000.00	7,625.21	4,221.10
<b>FRTD SUBTOTALS</b>								<b>2,000,000.00</b>	<b>2,000,000.00</b>	<b>17,251.51</b>	<b>8,365.75</b>



**Portfolio by Asset Totals** as at 31/12/2024

Type	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
TD	19,250,000.00	19,250,000.00	253,981.64	80,460.00
FRTD	2,000,000.00	2,000,000.00	17,251.51	8,365.75
<b>TOTALS</b>	<b>21,250,000.00</b>	<b>21,250,000.00</b>	<b>271,233.15</b>	<b>88,825.75</b>

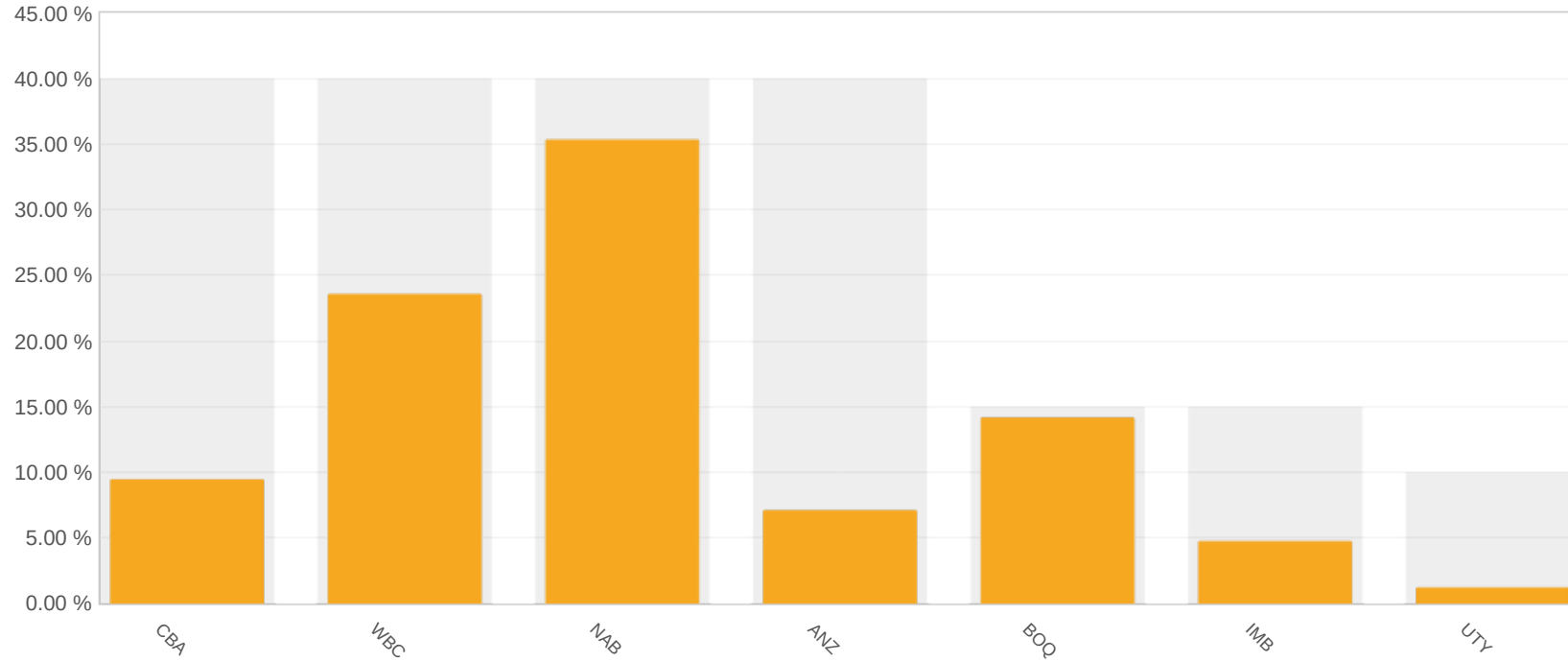


## Counterparty Compliance as at 31/12/2024

### Short Term Investments

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✓	Commonwealth Bank	Short	A-1+	2,000,000.00	9.41	40.00	-	6,500,000.00
✓	Westpac	Short	A-1+	5,000,000.00	23.53	40.00	-	3,500,000.00
✓	NAB	Short	A-1+	7,500,000.00	35.29	40.00	-	1,000,000.00
✓	ANZ Bank	Short	A-1+	1,500,000.00	7.06	40.00	-	7,000,000.00
✓	BOQ	Short	A-2	3,000,000.00	14.12	15.00	-	187,500.00
✓	IMB Bank	Short	A-2	1,000,000.00	4.71	15.00	-	2,187,500.00
✓	Unity Bank	Short	Unrated	250,000.00	1.18	10.00	-	1,875,000.00
<b>TOTALS</b>				<b>20,250,000.00</b>	<b>95.29</b>			

**Counterparty Compliance - Short Term Investments**





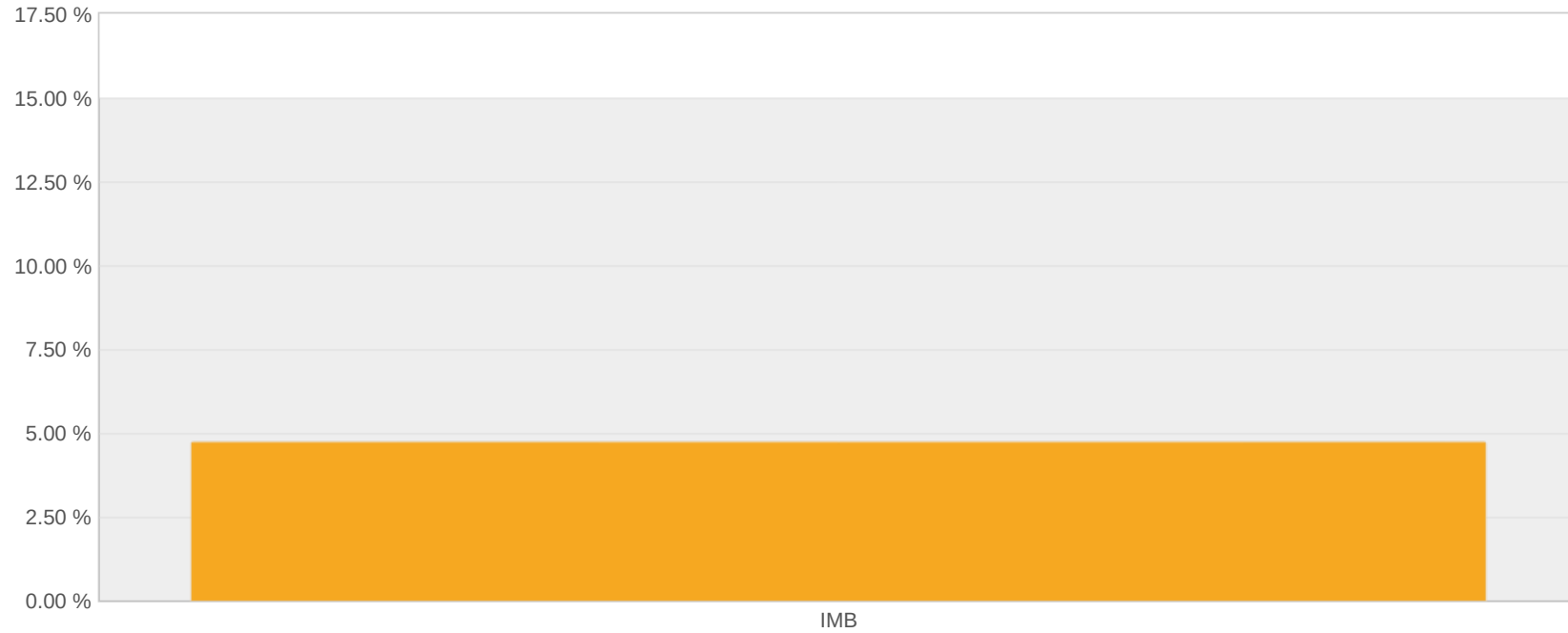
**Long Term Investments**

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✓	IMB Bank	Long	BBB+	1,000,000.00	4.71	15.00	-	2,187,500.00
<b>TOTALS</b>				<b>1,000,000.00</b>	<b>4.71</b>			





**Counterparty Compliance - Long Term Investments**

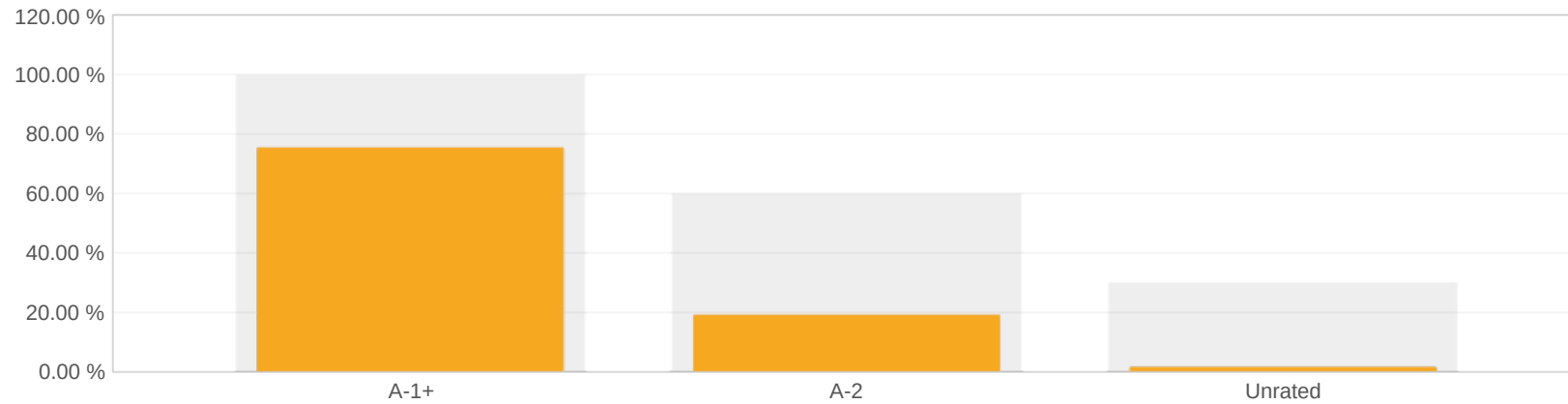


## Credit Quality Compliance as at 31/12/2024

### Short Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✓	A-1+	16,000,000.00	75.29	100.00	5,250,000.00
✓	A-2	4,000,000.00	18.82	60.00	8,750,000.00
✓	Unrated	250,000.00	1.18	30.00	6,125,000.00
<b>TOTALS</b>		<b>20,250,000.00</b>	<b>95.29</b>		

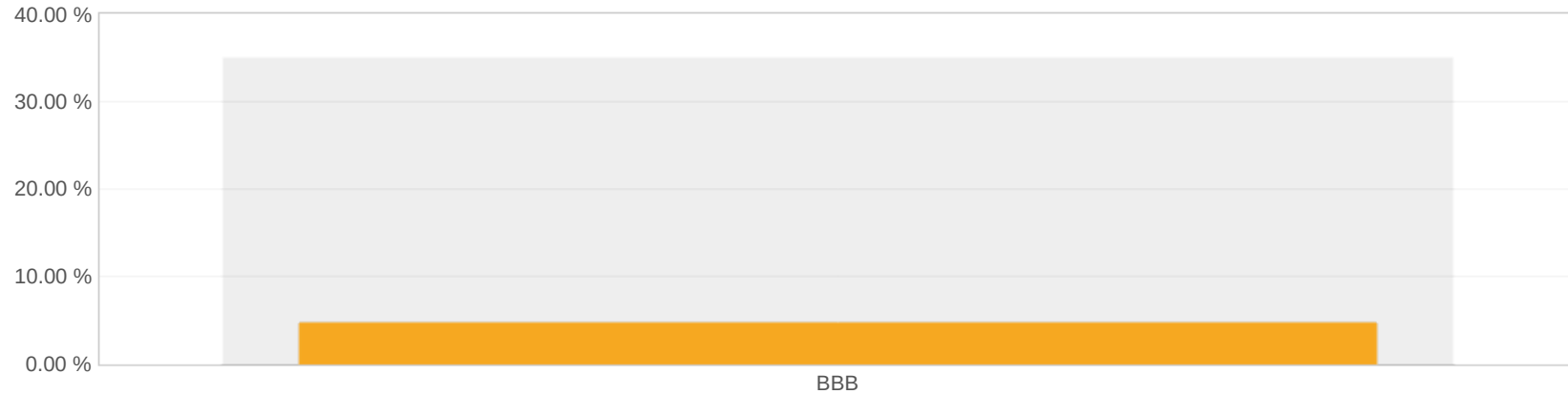
### Credit Quality Compliance - Short Term Investments



**Long Term Investments**

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✔	BBB	1,000,000.00	4.71	35.00	6,437,500.00
<b>TOTALS</b>		<b>1,000,000.00</b>	<b>4.71</b>		

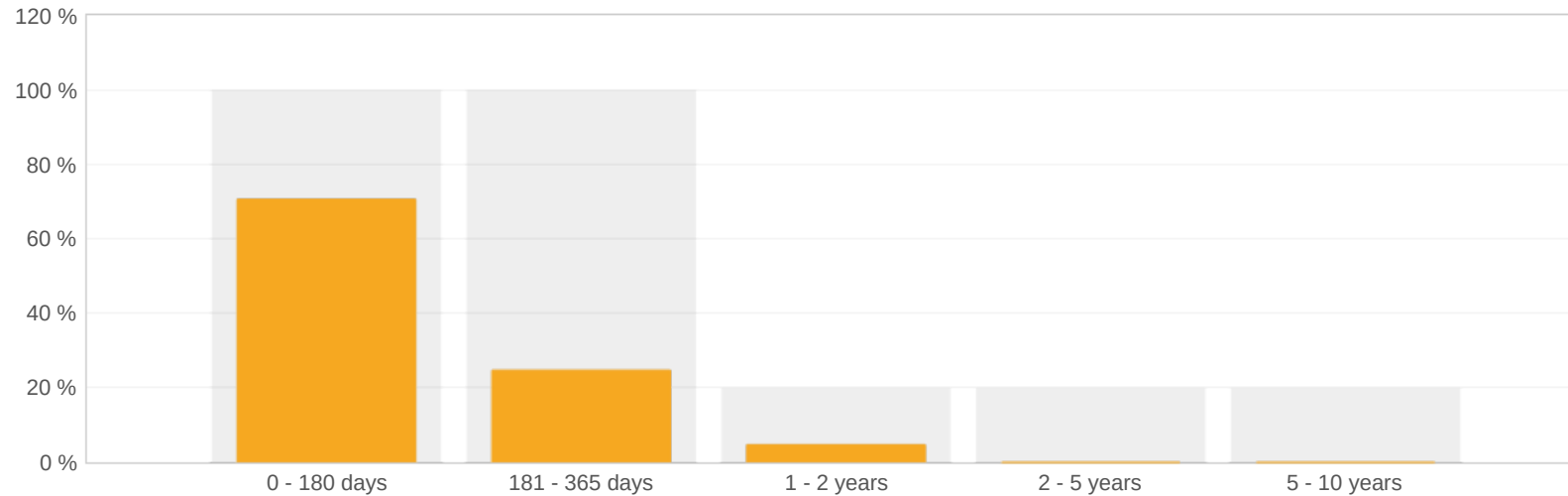
**Credit Quality Compliance - Long Term Investments**



### Maturity Compliance as at 31/12/2024

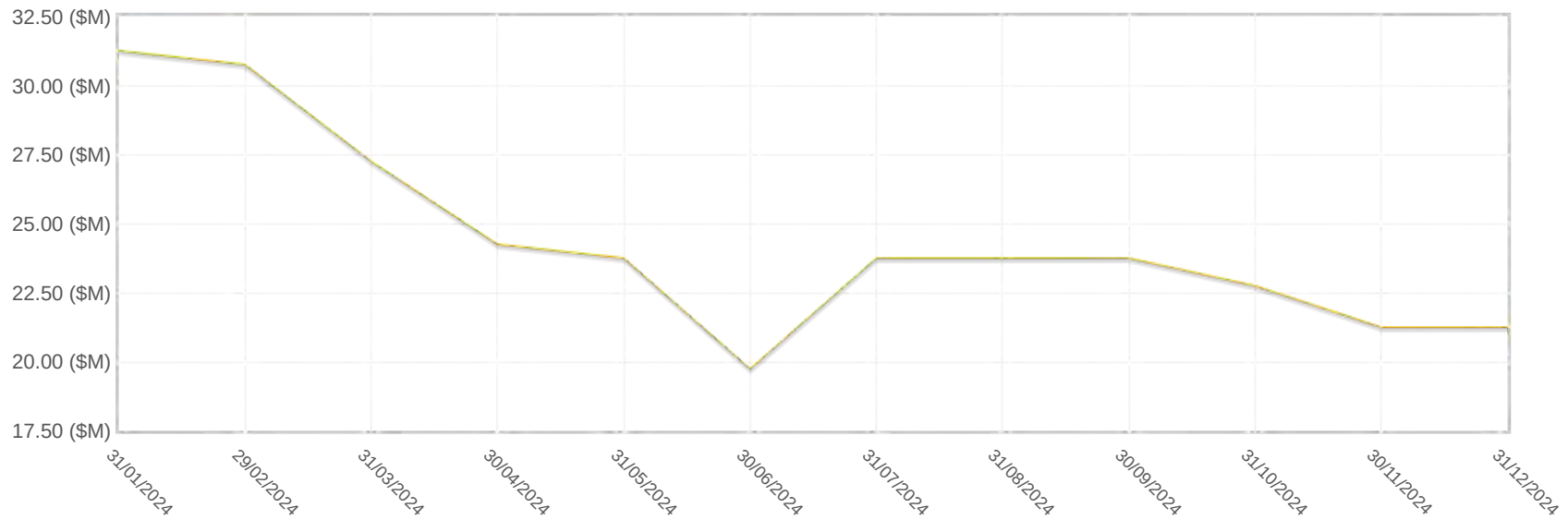
Compliant	Term	Invested (\$)	Invested (%)	Min Limit (%)	Max Limit (%)	Available (\$)
✓	0 - 180 days	15,000,000.00	70.59	0.00	100.00	6,250,000.00
✓	181 - 365 days	5,250,000.00	24.71	0.00	100.00	16,000,000.00
✓	1 - 2 years	1,000,000.00	4.71	0.00	20.00	3,250,000.00
✓	2 - 5 years	-	0.00	0.00	20.00	4,250,000.00
✓	5 - 10 years	-	0.00	0.00	20.00	4,250,000.00
<b>TOTALS</b>		<b>21,250,000.00</b>	<b>100.00</b>			

### Maturity Compliance



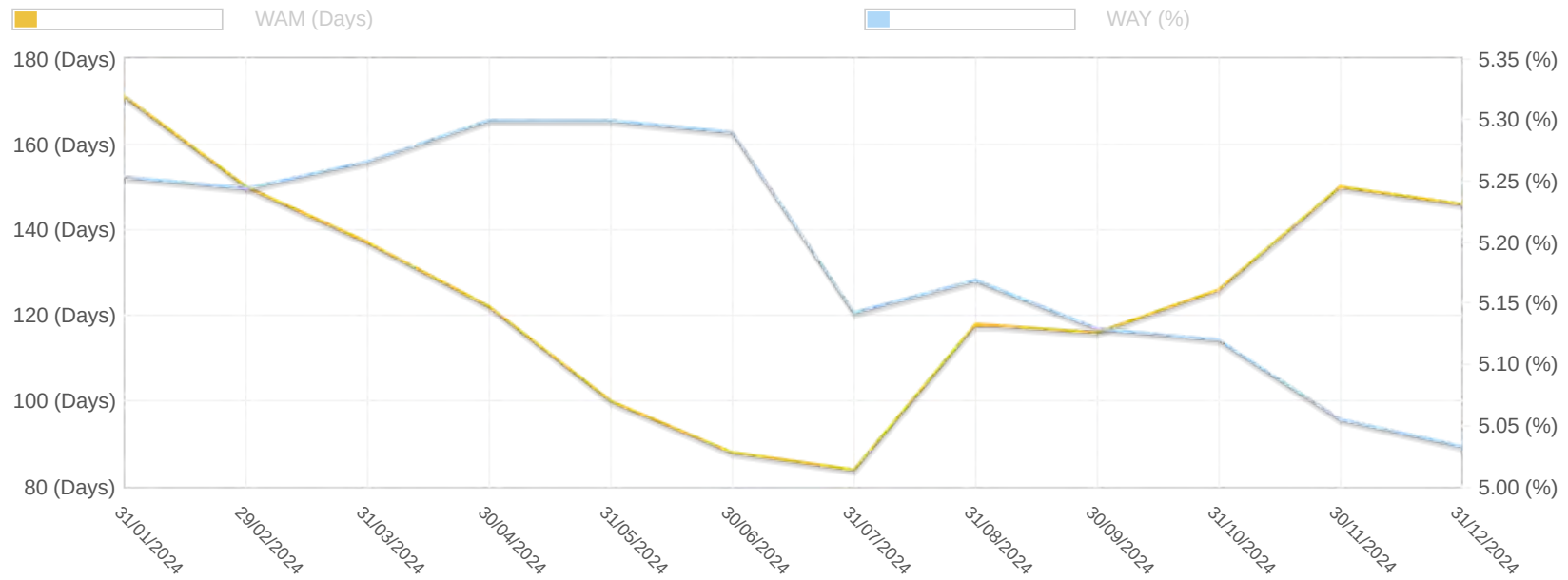
### Historical Portfolio Balances as at 31/12/2024

31/01/2024	29/02/2024	31/03/2024	30/04/2024	31/05/2024	30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024
31.25	30.75	27.25	24.25	23.75	19.75	23.75	23.75	23.75	22.75	21.25	21.25



### Historical Ratios as at 31/12/2024

	31/01/2024	29/02/2024	31/03/2024	30/04/2024	31/05/2024	30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024
WAM (Days)	171	150	137	122	100	88	84	118	116	126	150	146
WAY (%)	5.2530	5.2438	5.2659	5.2997	5.2994	5.2897	5.1424	5.1689	5.1293	5.1201	5.0553	5.0332





# Investment Report

01/01/2025 to 31/01/2025



### Portfolio Valuation as at 31/01/2025

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
BOQ	A-2	TD	GENERAL	At Maturity	02/07/2024	03/02/2025	5.3500	2,000,000.00	2,000,000.00	62,734.25	9,087.67
NAB	A-1+	TD	GENERAL	At Maturity	06/08/2024	06/02/2025	5.0500	1,000,000.00	1,000,000.00	24,765.75	4,289.04
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	25/02/2025	5.0000	2,000,000.00	2,000,000.00	39,178.08	8,493.15
NAB	A-1+	TD	GENERAL	At Maturity	14/08/2024	14/03/2025	5.0000	1,000,000.00	1,000,000.00	23,424.66	4,246.58
NAB	A-1+	TD	GENERAL	At Maturity	28/08/2024	28/03/2025	5.0000	2,000,000.00	2,000,000.00	43,013.70	8,493.15
Westpac	A-1+	TD	GENERAL	At Maturity	06/11/2024	07/04/2025	5.0300	1,000,000.00	1,000,000.00	11,989.32	4,272.05
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	11/04/2025	5.0000	1,500,000.00	1,500,000.00	29,383.56	6,369.86
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	04/11/2024	05/05/2025	4.8700	2,000,000.00	2,000,000.00	23,749.59	8,272.33
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/12/2024	12/06/2025	5.0500	500,000.00	500,000.00	3,528.08	2,144.52
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	09/12/2024	09/07/2025	5.0800	1,000,000.00	1,000,000.00	7,515.62	4,314.52
BOQ	A-2	TD	GENERAL	At Maturity	02/12/2024	02/09/2025	5.0500	1,000,000.00	1,000,000.00	8,439.73	4,289.04
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2024	24/10/2025	5.1000	1,000,000.00	1,000,000.00	13,972.60	4,331.51
Westpac	A-1+	TD	GENERAL	At Maturity	28/10/2024	28/10/2025	5.0700	1,000,000.00	1,000,000.00	13,334.79	4,306.03
Westpac	A-1+	TD	GENERAL	At Maturity	04/11/2024	04/11/2025	5.0900	1,000,000.00	1,000,000.00	12,411.23	4,323.01
Unity Bank	Unrated	TD	GENERAL	At Maturity	18/11/2024	18/11/2025	5.0000	250,000.00	250,000.00	2,568.49	1,061.64
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	06/08/2024	06/08/2026	4.9700	1,000,000.00	1,000,000.00	11,846.30	4,221.10
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	16/01/2025	17/01/2028	5.0400	1,000,000.00	1,000,000.00	2,209.32	2,209.32
<b>TOTALS</b>								<b>20,250,000.00</b>	<b>20,250,000.00</b>	<b>334,065.07</b>	<b>84,724.52</b>





## Portfolio by Asset as at 31/01/2025

### Asset Type: TD

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
BOQ	A-2	TD	GENERAL	At Maturity	02/07/2024	03/02/2025	5.3500	2,000,000.00	2,000,000.00	62,734.25	9,087.67
NAB	A-1+	TD	GENERAL	At Maturity	06/08/2024	06/02/2025	5.0500	1,000,000.00	1,000,000.00	24,765.75	4,289.04
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	25/02/2025	5.0000	2,000,000.00	2,000,000.00	39,178.08	8,493.15
NAB	A-1+	TD	GENERAL	At Maturity	14/08/2024	14/03/2025	5.0000	1,000,000.00	1,000,000.00	23,424.66	4,246.58
NAB	A-1+	TD	GENERAL	At Maturity	28/08/2024	28/03/2025	5.0000	2,000,000.00	2,000,000.00	43,013.70	8,493.15
Westpac	A-1+	TD	GENERAL	At Maturity	06/11/2024	07/04/2025	5.0300	1,000,000.00	1,000,000.00	11,989.32	4,272.05
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	11/04/2025	5.0000	1,500,000.00	1,500,000.00	29,383.56	6,369.86
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	04/11/2024	05/05/2025	4.8700	2,000,000.00	2,000,000.00	23,749.59	8,272.33
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/12/2024	12/06/2025	5.0500	500,000.00	500,000.00	3,528.08	2,144.52
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	09/12/2024	09/07/2025	5.0800	1,000,000.00	1,000,000.00	7,515.62	4,314.52
BOQ	A-2	TD	GENERAL	At Maturity	02/12/2024	02/09/2025	5.0500	1,000,000.00	1,000,000.00	8,439.73	4,289.04
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2024	24/10/2025	5.1000	1,000,000.00	1,000,000.00	13,972.60	4,331.51
Westpac	A-1+	TD	GENERAL	At Maturity	28/10/2024	28/10/2025	5.0700	1,000,000.00	1,000,000.00	13,334.79	4,306.03
Westpac	A-1+	TD	GENERAL	At Maturity	04/11/2024	04/11/2025	5.0900	1,000,000.00	1,000,000.00	12,411.23	4,323.01
Unity Bank	Unrated	TD	GENERAL	At Maturity	18/11/2024	18/11/2025	5.0000	250,000.00	250,000.00	2,568.49	1,061.64
<b>TD SUBTOTALS</b>								<b>18,250,000.00</b>	<b>18,250,000.00</b>	<b>320,009.45</b>	<b>78,294.11</b>



**Asset Type: FRTD**

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	06/08/2024	06/08/2026	4.9700	1,000,000.00	1,000,000.00	11,846.30	4,221.10
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	16/01/2025	17/01/2028	5.0400	1,000,000.00	1,000,000.00	2,209.32	2,209.32
<b>FRTD SUBTOTALS</b>								<b>2,000,000.00</b>	<b>2,000,000.00</b>	<b>14,055.62</b>	<b>6,430.41</b>



**Portfolio by Asset Totals** as at 31/01/2025

Type	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
TD	18,250,000.00	18,250,000.00	320,009.45	78,294.11
FRTD	2,000,000.00	2,000,000.00	14,055.62	6,430.41
<b>TOTALS</b>	<b>20,250,000.00</b>	<b>20,250,000.00</b>	<b>334,065.07</b>	<b>84,724.52</b>

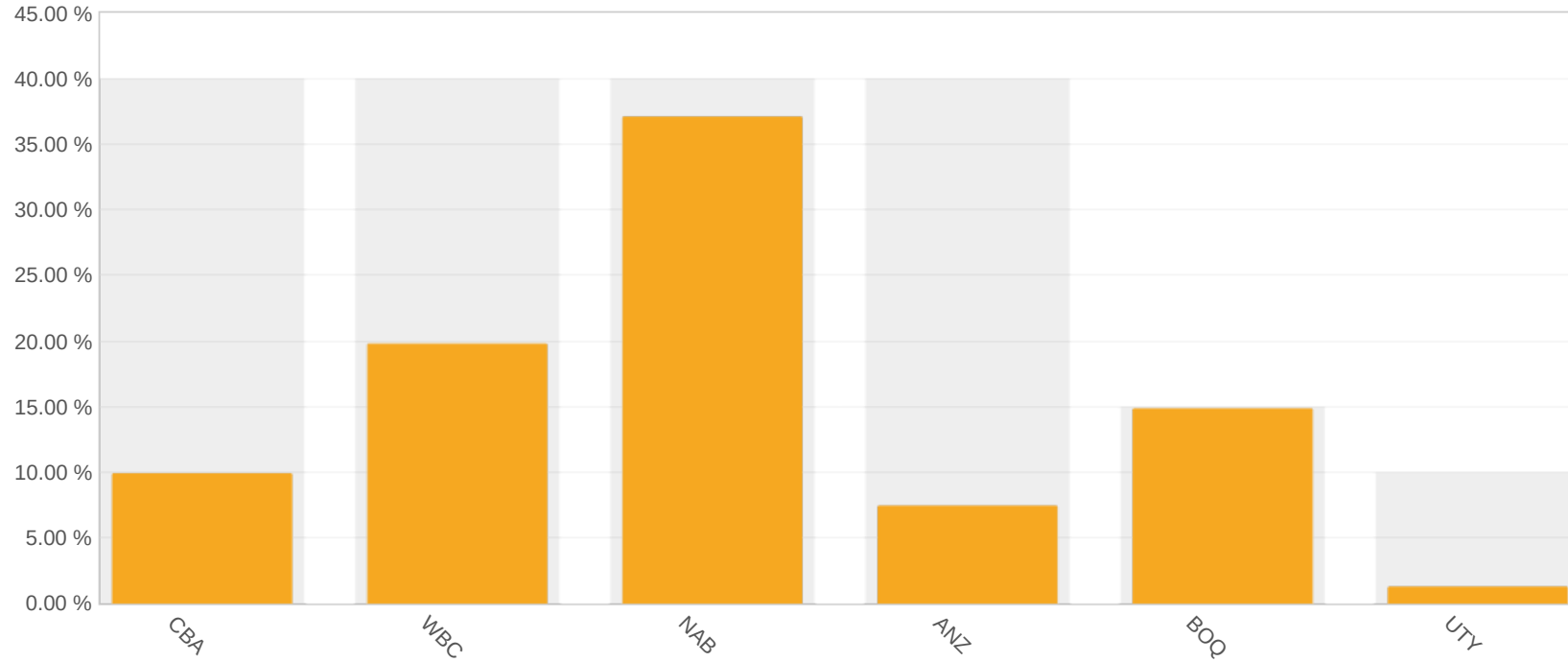


## Counterparty Compliance as at 31/01/2025

### Short Term Investments

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✓	Commonwealth Bank	Short	A-1+	2,000,000.00	9.88	40.00	-	6,100,000.00
✓	Westpac	Short	A-1+	4,000,000.00	19.75	40.00	-	4,100,000.00
✓	NAB	Short	A-1+	7,500,000.00	37.04	40.00	-	600,000.00
✓	ANZ Bank	Short	A-1+	1,500,000.00	7.41	40.00	-	6,600,000.00
✓	BOQ	Short	A-2	3,000,000.00	14.81	15.00	-	37,500.00
✓	Unity Bank	Short	Unrated	250,000.00	1.24	10.00	-	1,775,000.00
<b>TOTALS</b>				<b>18,250,000.00</b>	<b>90.12</b>			

**Counterparty Compliance - Short Term Investments**





**Long Term Investments**

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✓	IMB Bank	Long	BBB+	2,000,000.00	9.88	15.00	-	1,037,500.00
<b>TOTALS</b>				<b>2,000,000.00</b>	<b>9.88</b>			



**Counterparty Compliance - Long Term Investments**

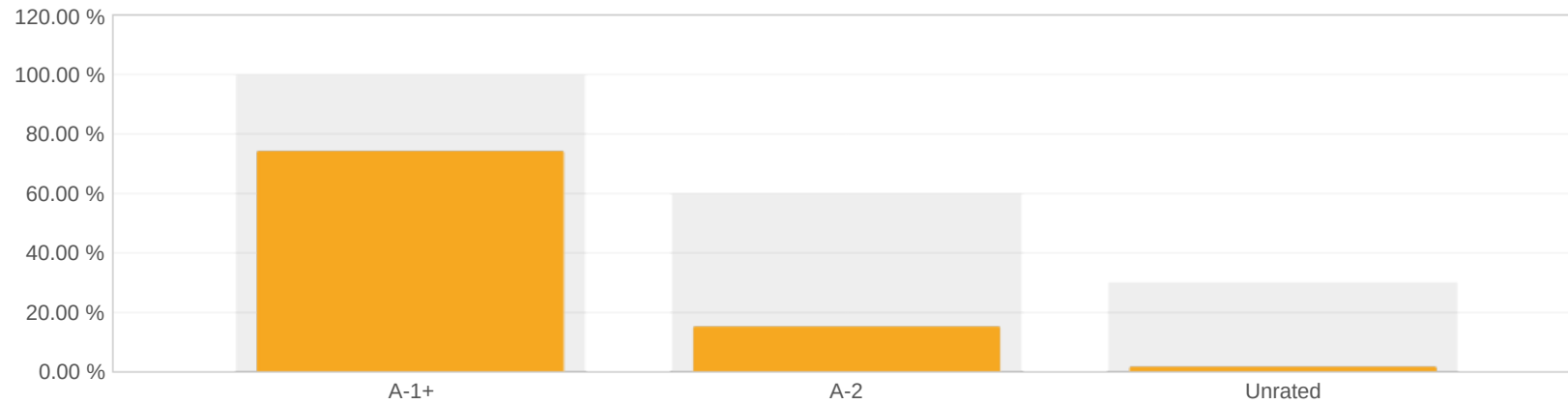


## Credit Quality Compliance as at 31/01/2025

### Short Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✓	A-1+	15,000,000.00	74.07	100.00	5,250,000.00
✓	A-2	3,000,000.00	14.81	60.00	9,150,000.00
✓	Unrated	250,000.00	1.24	30.00	5,825,000.00
<b>TOTALS</b>		<b>18,250,000.00</b>	<b>90.12</b>		

### Credit Quality Compliance - Short Term Investments

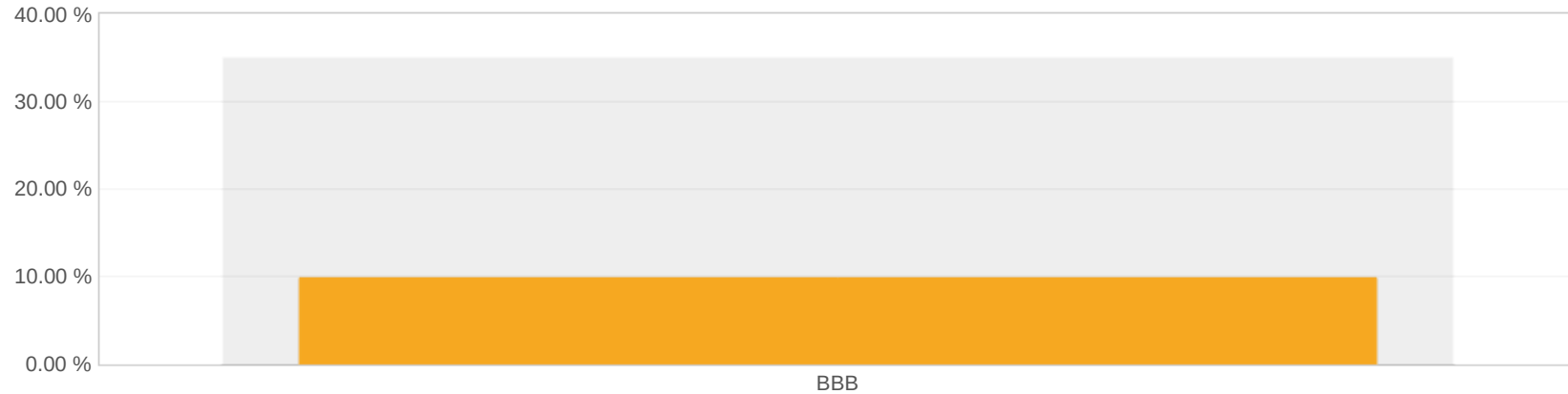




**Long Term Investments**

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✓	BBB	2,000,000.00	9.88	35.00	5,087,500.00
<b>TOTALS</b>		<b>2,000,000.00</b>	<b>9.88</b>		

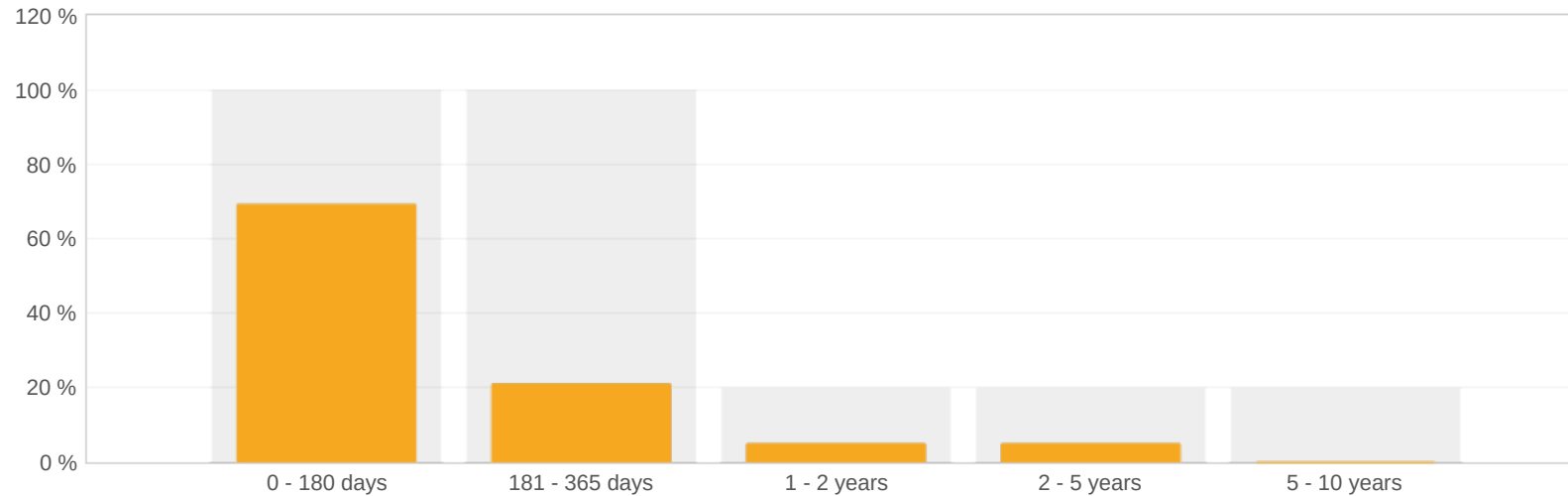
**Credit Quality Compliance - Long Term Investments**



### Maturity Compliance as at 31/01/2025

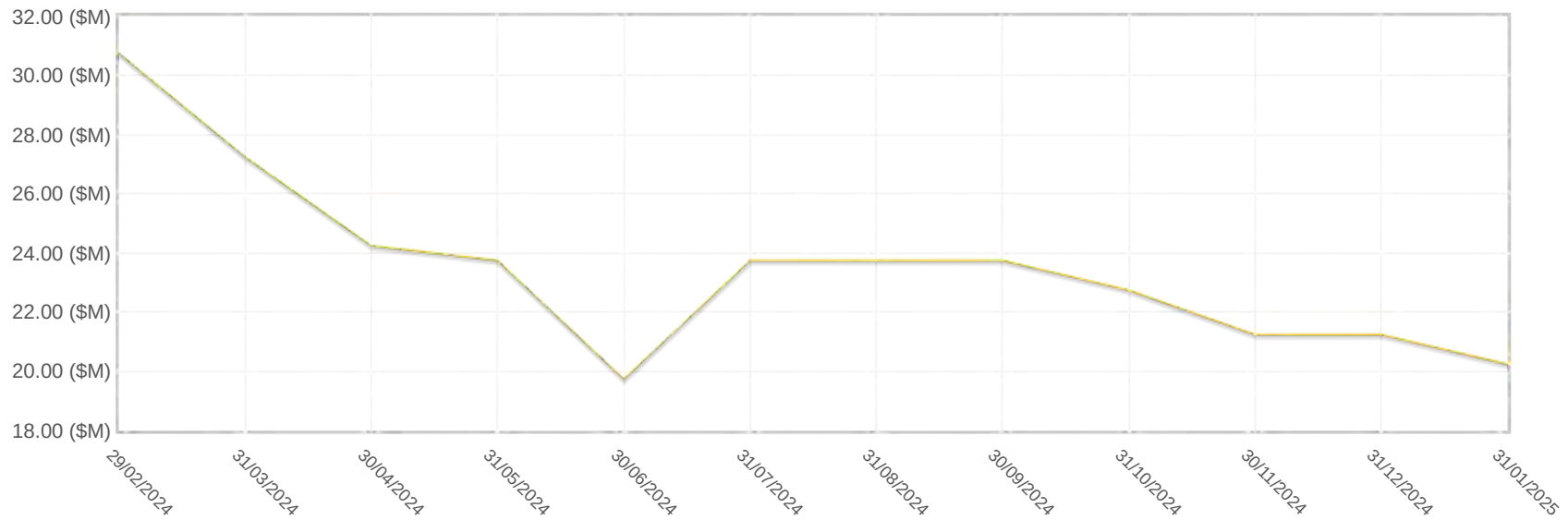
Compliant	Term	Invested (\$)	Invested (%)	Min Limit (%)	Max Limit (%)	Available (\$)
✓	0 - 180 days	14,000,000.00	69.14	0.00	100.00	6,250,000.00
✓	181 - 365 days	4,250,000.00	20.99	0.00	100.00	16,000,000.00
✓	1 - 2 years	1,000,000.00	4.94	0.00	20.00	3,050,000.00
✓	2 - 5 years	1,000,000.00	4.94	0.00	20.00	3,050,000.00
✓	5 - 10 years	-	0.00	0.00	20.00	4,050,000.00
<b>TOTALS</b>		<b>20,250,000.00</b>	<b>100.00</b>			

### Maturity Compliance



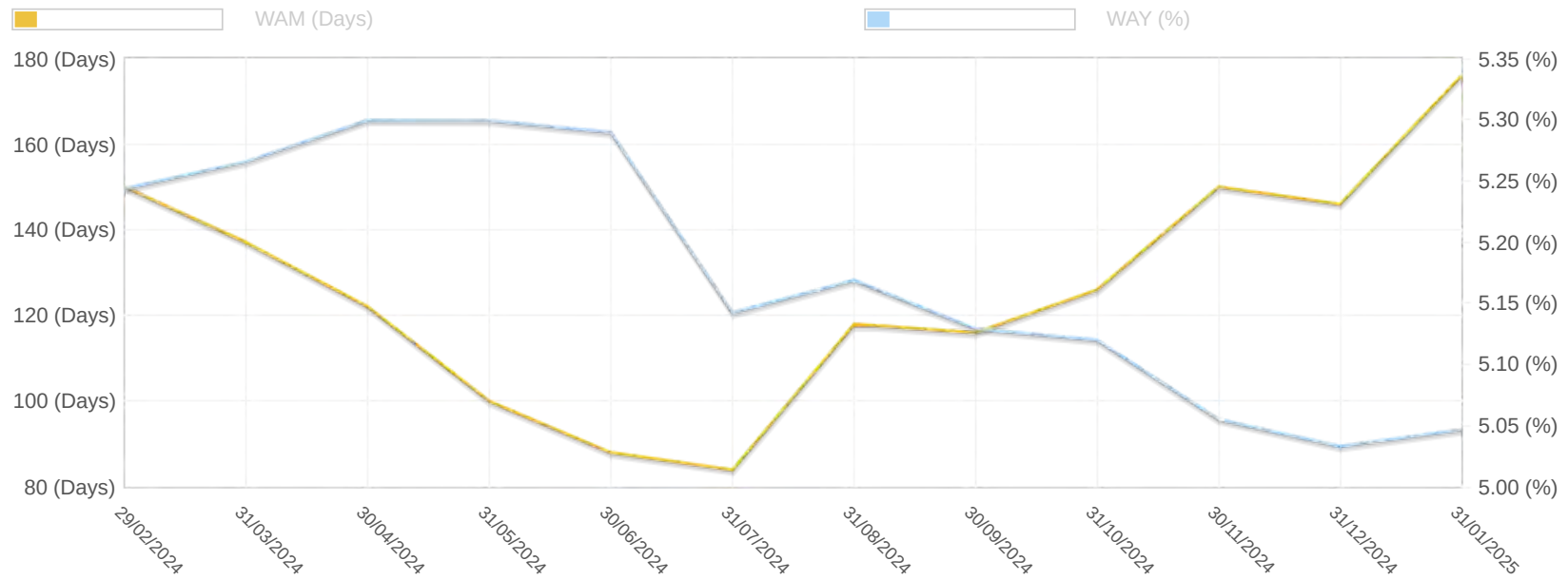
### Historical Portfolio Balances as at 31/01/2025

29/02/2024	31/03/2024	30/04/2024	31/05/2024	30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024	31/01/2025
30.75	27.25	24.25	23.75	19.75	23.75	23.75	23.75	22.75	21.25	21.25	20.25



### Historical Ratios as at 31/01/2025

	29/02/2024	31/03/2024	30/04/2024	31/05/2024	30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024	31/01/2025
WAM (Days)	150	137	122	100	88	84	118	116	126	150	146	176
WAY (%)	5.2438	5.2659	5.2997	5.2994	5.2897	5.1424	5.1689	5.1293	5.1201	5.0553	5.0332	5.0467








## 10.5 ADOPTION OF DRAFT POLICIES

**File Number:** C-13

**Author:** Jenni Maundrell-Executive Manager Corporate Governance

**Authoriser:** Paul Gallagher, General Manager

**Annexures:**

1. Code of Meeting Practice (under separate cover) 
2. Councillor and Staff Interaction Policy (under separate cover) 
3. Councillor and Facilities Expenses Policy (under separate cover) 
4. Code of Meeting Practice - Appendix A, Notice of Motion Template  

### PURPOSE

To seek Council adoption of three (3) draft policies that were placed on public exhibition at the November 2024 Council meeting, being the *Code of Meeting Practice*; the *Councillor and Staff Interaction Policy*; and the *Councillor Expenses and Facilities Policy*.

### EXECUTIVE SUMMARY

Three draft policies placed on public exhibition at the November 2024 Council meeting are now returned to Council for adoption. No public submissions were received on any of the draft policies.

### BACKGROUND

At the November 2024 Council meeting, three draft policies were placed on public exhibition, with submissions invited for a period of 42 days: the draft *Code of Meeting Practice* (Resolution 2024/254); draft *Councillor and Staff Interaction Policy* (Resolution 2024/256); and draft *Councillor Expenses and Facilities Policy* (Resolution 2024/257).

#### (a) Relevance to Integrated Planning and Reporting Framework

CSP L1.2: Strengthen our engagement and consultation with our local community and stakeholders including increasing community participation in decision making.

#### (b) Financial Considerations

There are no financial considerations arising directly from this report. Amounts referred to in the policy for provision of councillor expenses and facilities are included in the annual operational plan.

### COMMENTARY

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

During the exhibition period, an internal review of the Code of Meeting Practice identified that Appendix A (Notice of Motion Template) should be updated to incorporate the Integrated Planning and Reporting framework. This amendment is in

recognition of the importance of the IP&R framework in all Council decisions. A new Notice of Motion Template has consequently been drafted and attached to the Code of Meeting Practice.

In line with the resolutions of November 2024, with no public submissions received it is now recommended that the policies be adopted with no further amendments.

**(a) Governance/Policy Implications**

Council must review its strategic policies within 12 months of the election.

**(b) Legal Implications**

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

**(c) Social Implications**

There are no social implications arising from this report.

**(d) Environmental Implications**

There are no environmental implications arising from this report.

**(e) Economic/Asset Management Implications**

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

**(f) Risk Implications**

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

## **CONCLUSION**

With no public submissions made during the exhibition period, it is now recommended that all three draft policies be adopted.

## **RECOMMENDATION**

**That Council adopts the following policies:**

- 1. The draft Code of Meeting Practice.**
- 2. The draft Councillor and Staff Interaction Policy.**
- 3. The draft Councillor Expenses and Facilities Policy.**

**21 APPENDIX "A" – NOTICE OF MOTION TEMPLATE**

**Subject Heading:**

**Background:**

**Issues:**

**Relevance to Integrated Planning and Reporting Framework:**

**Financial Considerations:**

**Legal/Policy Implications:**

**Attachments:**

**Recommendation:**

**10.6 COMMUNITY DEVELOPMENT MONTHLY REPORT****File Number: C8****Author: Azita Sobhani-Community Services Manager  
Raquel Pickering-Librarian****Authoriser: Barry Broe, Director Community, Planning, Development and Environment****Annexures: 1. North Western Library Cooperative Agreement 2025-2030**  **PURPOSE**

The purpose of this report is to provide information on the activities within Council's Community Development section for the months of December 2024 and January 2025.

**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 summary of the key areas in the Community Development section as follows:

- **Youth & Community Services**

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

- **Library Services**

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

The Coonamble Library has two (2) satellite branches located in the villages of Gulargambone and Quambone. The Librarian purchases stock that is rotated between all libraries and participates in book exchanges with Gulargambone and Quambone seven times per year. The Gulargambone Library is run under an agreement with the Gulargambone Rural Transaction Centre Committee. The Quambone Library is run by Council staff.



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

Community Strategic Plan - P1 Community Services and Wellbeing.

CSP1.1 – Initiate and contribute to effective and needs-based community programs which enhance engagement, cohesion, vibrancy and liveability.

**(b) Financial Considerations**

There are no financial considerations arising from this report.

**COMMENTARY**

This report presents a summary of community service progress and activities for the previous months.

Coonamble Shire delivers 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)

***January 2025 School Holiday Programs***

All service providers in Coonamble shire were invited to Council premises in November to discuss the summer holiday activities, so that activities could be coordinated under the leadership of Council.

This meeting was welcomed enthusiastically. It enhanced the relationship we have with our service providers, and they saw in action the support and the collaboration from the Council. It was also a space that allowed service providers to share ideas with each other. Based on the results, we plan to be holding these consultative gatherings every quarter for coordination of the school holiday programs.

The Coonamble and Gulargambone School Holiday Programs were launched on the weeks of 6 January and 13 January respectively. While there were challenges with the heat and staffing, the activities were able to go ahead and had great participation with a diverse mixture of the community attending. These programs are created for the children in our community, broadly covering primary school ages but with younger and older attending as well.

The holiday activities come to life with the good camaraderie and commitment from our services. This summer holidays, REDI.E worked hard in both Gulargambone and Coonamble. Other organisations that supported this summer's activities are MacKillop family services, Interrelate, Mission Australia, Bamara, Creative Community Concepts and Headspace. Our own library was the venue for three activities which is beneficial as it builds familiarity of the space in the hearts of the children for future use. Below are a few highlights.



*Photos: Creative Community Concepts Fun Day at MacDonald Park with their amazing colour Run. Starting with a quick game of Bull Rush to get the blood pumping, followed by Laser Tag. This shows the culmination of many laps and lots of colour.*

Our theme for 2025 is “Learn and Grow”. Holidays often come with downtime. A “learn and grow” focus keeps kids engaged in meaningful activities, reducing boredom and screen time while nurturing their natural curiosity. It can also encourage family bonding. Parents and caregivers can join in the activities, creating opportunities for quality time and shared learning experiences.

We believe that the activities offered during our first holiday period have helped to apply this theme. Measuring, following instructions, working with a team – these principles have been utilised by several of the agencies offering activities.



*Photos: Milkshakes and Pancakes with Mission Australia at REDi.e Youth Centre Coonamble. Healthy shakes and smoothies were made with Pedal Power! A thirst quenching smoothie was appreciated after all the peddling. Followed by fluffy pancakes with honey and fruit, this was a great morning.*



*Photos: A large group of children descended on MacKillop Family Services to make Cupcakes and Muffins (with help from Interrelate and Council staff). Chocolate Chip and Orange and Poppyseed were chosen. Part of making the treats involved measuring, calculating and mixing. The sweet treats hit the spot afterwards.*



*Photo (left) Big brother helping to measure out poppy seeds while making muffins at MacKillop Family Services.*

*Photo (right): a young and enthusiastic participant at the Creative Community Concepts Fun Day checking out the giant Connect Four.*

With the community development team running on limited resources, we were able to creatively pool in the services of our library staff who have worked with the Community Development manager to contribute to the process in planning and coordination. This has provided an added coherence and connection within the team.

We would also like to reiterate our thanks and gratitude to external service providers such as Mission Australia, MacKillop Family Services, Interrelate, REDI.E Coonamble, Bamara, Headspace and Creative Community Concepts. Their participation has allowed us to operate and deliver a great program with minimal staff. To REDI.E Gulargambone, we offer our appreciation for continuing to support and help Council staff - our Gulargambone Youth Centre which could not be run without them.

Heading toward Term 1 of the 2025 school year, we hope to again meet with the service providers/stakeholders so that we can offer another great program for the April 2025 holidays.

**FIRST LIGHT – COONAMBLE YOUTH  
EMPOWERMENT PROGRAM**

The past two months have been a lot of excitement, growth, and reflection as the Coonamble Youth Empowerment Program celebrated key milestones and kicked off the new year with impactful activities. Here are the highlights:

**End-of-year celebrations** - wrapped up a big year with a memorable evening celebrating one year of the program. Around 70 attendees, including Junior Youth, Youth Champions, their families, and supporters from the Coonamble community, joined to mark this special milestone. We are grateful to Mayor Daniel Keady for his support and his presence and engagement.

- Speeches from Junior Youth and Youth Champions reflected on their journey and growth throughout the year.
- Certificates of achievement were presented by Mayor Daniel Keady, honouring the dedication and contributions of our participants.



Junior Youth, Youth Champions, their families, and supporters from the Coonamble community gathered to mark this special milestone, celebrating the joy and achievements of the past year together. The mayor also joined for this special occasion.



Speeches from Junior Youth and Youth Champions reflected on their journey and growth throughout the year.



Certificates of achievement presented by Mayor Daniel Keady, recognising the dedication and contributions of our participants.

**Youth Champions’ Reflections at Council:** The Youth Champions were invited to present their reflections to the Coonamble Shire Council, with all Councillors and Mayor Keady in attendance. Their speeches covered topics such as “The Purpose of Knowledge,” “Unity in the Community,” and “Our Reality as Human Beings.”

These reflections left a very good impression on everyone present, showcasing the positive role of youth in shaping a better future.



*Youth Champions and their facilitators share a fun photo op after the Youth Champions delivered speeches in front of the Mayor, Councillors, and staff of Coonamble Shire.*

**Youth Champions Radio Session:** As part of enhancing their powers of expression, the youth were invited to have a slot at the Radio. They had to prepare rigorously on what they were going to share. They shared their experiences in the program and reflected on key concepts that deepened their understanding of life and inspired them to contribute to the betterment of Coonamble.



**Youth Champions Summer Intensive:** The older cohort of participants in this program named “Youth Champions” kicked off the year with a 5-day intensive dive into a narrative exploring the role of each individual member in community in contributing to prosperity and growth of one’s community.

Central concepts included the collaboration required to build a cohesive community, the importance of both scientific and ethical knowledge, and reflecting on the forces that shape society. The group also enjoyed cooking sessions and a fun-filled outing to Dubbo for movies and bowling, adding joy and camaraderie to their learning.



Each day, Youth Champions planned their meals together. Here, they are actively discussing and allocating responsibilities for the next day’s lunch.

A lively discussion on how the wellbeing of the community is a shared responsibility of all its members, with insights and passionate engagement.



*The Youth Champions' intensive concluded with a fun-filled outing to Dubbo, enjoying movies and bowling to celebrate.*

**Junior Youth Summer Intensive**

The Junior Youth held a 3-day intensive focused on completing their study of text about how numbers shape our life and applying their understanding to real-life scenarios.

Activities included arts, crafts, board games, and a shared cooking session where they made hamburgers and baked muffins.



Junior Youths learning how numbers are help them makes sense of the world through arts and craft.



A fun and delicious session of baking muffins together, filling the room with laughter and the sweet aroma of freshly baked treats.





Through clay making, Junior Youth reflect on various professions and how each contributes to the betterment of the community



A Youth Champion co-facilitating the Junior Youth session alongside a trained facilitator, guiding discussions and activities with confidence and enthusiasm.

**Australia day award** - a proud moment for the program came as Paul Lagatuz, a member of the Youth Champions group, was awarded the *Australia Day Young Citizen of the Year*. This incredible achievement is a testament to Paul's dedication to personal growth and community service.

**SENIORS WEEK**

Planning is underway for this years Seniors' Week Luncheon. It will be held at the Coonamble Bowling Club at 11am on Thursday 6 March, with the theme being Senior Safari. We hope to see a lot of leopard print and safari suits!

Local services will attend, and we hope to have the ladies from National Aboriginal Sporting Chance Academy come again to help serve lunch and join our seniors for socialising and dancing. There will be no cost to the seniors who attend the luncheon.

Council was successful in getting a grant to hold a one-off Seniors event during Seniors Week and planning has now commenced for Seniors Gone Wild – an excursion to the Western Plains Zoo, Dubbo. A large bus will leave Coonamble on Thursday 13 March, stopping to pick up seniors at Gulargambone, to take them to the Western Plains Zoo in Dubbo where they will have lunch and then tour the Zoo on the bus, accompanied by an experienced Guide provided by the Zoo. Thanks to the grant, there will be no cost to the seniors.



## **LIBRARY SERVICES**

### **NORTHWESTERN LIBRARY COOPERATIVE AGREEMENT AND AGM**

The Councils that make up the Northwestern Library are Bogan, Coonamble, Gilgandra and Warren. There has been a cooperative agreement in place between these four Councils for the past 30 years.

The Northwestern Library Annual General Meeting was recently held in Gilgandra. Librarians and Council representatives from the four member shires attended including Librarian Raquel Pickering and Councillor Karen Churchill from Coonamble Shire Council.

One small change is proposed to the 2025-2030 Agreement, namely the month of the AGM moving from November to August/September each year.

Council's formal approval is now needed to extend the agreement to cover the period 2025-2030 and in this report there is a recommendation asking Council to authorise the General Manager and Mayor to sign the document and affix the Council seal.

### **Benefits of being in the Cooperative**

Being a cooperative offers several benefits that can improve services, enhance efficiency, and reduce costs. Below are the key advantages:

- **Resource Sharing:** members gain access to the combined collections of all libraries, significantly expanding the range of books, media, and digital resources available. Members can borrow materials from each library, minimizing the need to purchase every resource individually.
- **Cost Saving:** Costs for library management system (LMS) and cataloguing tools can be shared, making advanced systems more affordable.

Professional Collaboration through shared expertise - the Librarians meet four times a year. Staff can collaborate on specialised projects, training, or programming, benefiting from collective knowledge and skills. We discuss concerns, changes to library operations, promotions, grants, and ideas. We keep in close contact via email and phone and can support, encourage and help each other. The librarians all have different backgrounds, working experiences and education, so it is extremely helpful to be able to call for help when needed. Through joint training sessions and professional development opportunities we can help staff stay updated with best practices and emerging trends.

Improved technology - a shared catalogue system provides users with a seamless search and borrowing experience across all member libraries. Shared investment in technology can lead to higher-quality systems, such as faster internet, automated tools, or mobile apps. And lastly, community impact. We can offer better services as members benefit from a larger pool of resources, services, and expertise.

### **CHRISTMAS WITH THE LIBRARY**

The library attended Coonamble Preschool and participated in Christmas Storytime. We also liaised with the preschools and childcare centres in Coonamble and Gulargambone to create and deliver Santa Letters to all the children. In total, over

150 letters were distributed in Coonamble and Gulargambone. This is a fun and meaningful activity that helps the library staff, educators and children to enjoy the holiday experience. It helps to boost communication skills with the children either reading the letter or the parent/carer reading the letter to the child and helps to build on the parent-child bonding dynamic.

**SUMMER READING CLUB**

The Summer Reading Club (SRC) was launched in December 2024 for the whole of North Western Library (NWL). This has been around for quite a few years and was originally organised by the State Library of Queensland, and they included a lot of resources such as games, bookmarks, colour in sheets etc, however they ceased doing the Summer Reading Club just before COVID-19 and we have not run one since due to lack of participation and interest. This program came about to help prevent the “summer slide” where a lot of children fall behind or even revert back during the long six week break over summer – helping them to retain knowledge and reduce learning loss. The program helps encourage vocabulary growth, comprehension and critical thinking through exposure to books.

This year we started fresh with the North Western Library providing incentives such as bags, craft items and books to any who completed five books. Once they completed 10 books, they go in the running to receive a major prize provided by the North Western Library. We currently have 18 participants which is a great achievement. The program lasts until 8 February when the winner – chosen at random – will be announced.

**LIBRARY STATISTICS** (27 November – 20 December 2024)

Service	Loans	New M/ships	Wi-Fi (hrs)	Internet (people)	Internet (hours)	Kids Comp (children)	Junior Visits	Adult Visits
Coonamble	323	8	30	33	1127	67	97	243
Gular	20	0						

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

Library Visits	Reference Enquiries	Technology Enquiries	Local History	VIC Enquiries
340	8	24	4	3

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

Senior Craft	Pre-School Visits	Seniors Tech	Seniors Cinema	Other
12	25	n/a	9	5

**LIBRARY STATISTICS** (6 January – 24 January 2025)

Service	Loans	New M/ships	Wi-Fi (hrs)	Internet (people)	Internet (hours)	Kids Comp (children)	Junior Visits	Adult Visits
Coonamble	415	10	68	36	1065	49	135	286
Gular	7							

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

Library Visits	Reference Enquiries	Technology Enquiries	Local History	VIC Enquiries
421	10	28	5	0

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

Senior Craft	Pre-School Visits	Seniors Tech	Seniors Cinema	Other
8	0	0	8	10

**(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 recently undertaken in Council’s Community Development section.

**RECOMMENDATION**

- 1. That Council receives and notes the information in the Community Development report.**
- 2. That Council authorises the General Manager and Mayor to sign and affix the Council seal for the North Western Library Cooperative Agreement 2025-2030.**

North Western Library Co-Operative

# Agreement

1st July 2025 to 30th June 2030

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**PREAMBLE**

Agreement made this \_\_\_\_\_ day of \_\_\_\_\_ 2025

**Between the Councils of the Shires of Bogan, Coonamble, Gilgandra, and Warren** (hereinafter referred to as the participating Councils).

**WHEREAS the participating Councils** have each adopted the "Library Act 1939", as per the provisions of Section 22 of the Local Government Act 1993, by virtue of the provisions of Section 12(2) of the Library Act 1939, desire to enter into an Agreement for the carrying out of an integrated Library Service to enhance the library services to their respective areas and enter into an Agreement for extensions of such Library Service to their respective areas on terms and conditions similar to those set out in this Agreement.

**Now this Agreement witnesses** that the participating Councils will conduct a Library Service for the benefit and convenience of the residents of their respective areas, subject to the following Terms and Conditions: -

**Delegation of Authority under s12 (2) of the Library Act 1939**

The **Councils of the Shires of Bogan, Coonamble and Gilgandra** hereby delegate their powers and duties relating to the provision, control and management of libraries, library services and information services to the **Council of the Shire of Warren**, **excepting** the following powers and duties:

- Library staff as required to operate the library at the buildings in their own local government area including all costs of every description associated with their employment, including (but not limited to) salaries, worker's compensation, leave entitlements and superannuation, membership of professional associations, expenses for attendance at relevant conferences and training.
- Library buildings and all costs associated with the proper and prudent management of the buildings located in their local government area, including, but not limited to all maintenance costs associated with the building; all service costs (such as waste, water, power, gas, fire control, security); and all insurance premiums (including premiums for building insurance, public liability insurance, contents insurance).
- Any additional costs associated with the provision of any local library services provided in their local government area that are services, which are additional to the services, provided pursuant to the terms of this Agreement. (E.g. purchase of additional library resources requiring processing).

**AND**



The Council of the Shire of Warren shall no later than 7th July 2025 constitute a library committee pursuant to s.11 of the Library Act 1939 and shall delegate all the powers and duties hereby delegated to it under this agreement in relation to the provision, control and management of the libraries of the **Councils of the Shires of Bogan, Coonamble, Gilgandra and Warren**, library services or information services concerned except any power to borrow money, to make or levy a rate, to execute a deed or contract or an agreement under the Library Act, or to institute proceedings at law or in equity on behalf of the Councils concerned.

### 1.1 COMPOSITION OF COMMITTEE

1. Each participating Council shall appoint two Delegates, one delegate must be a Councillor and one maybe a staff member (hereinafter referred to as Delegates), to be members of a committee to be known as the North Western Library Management Committee (hereinafter referred to as "the Committee").
2. The participating Councils shall appoint their Delegates at the first Council meeting held after the quadrennial Local Government Elections, and such Delegates shall hold office for the ensuing quadrennial term.
3. Any vacancy occurring in the Committee by death, resignation, disqualification or otherwise, shall be filled by the appointment of a new Delegate by the appropriate Council at its next Ordinary Meeting for the remainder of the quadrennial term.
4. Any Delegate may be removed from office at any time by resolution of the Council which appointed such delegate.
5. At each Annual General Meeting, the Committee shall elect a Chairperson to hold office for the ensuing twelve months. The Chairperson must be a Councillor.
6. At each Annual General Meeting the Committee shall elect an Executive Management Committee comprising the Chairperson and one other Delegate, (unless by resolution the Committee shall otherwise decide) which, together with the Executive Officer and Regional Librarian, shall form a working group within the Committee to develop plans and policies for presentation to the Committee as a whole, and attend to any such matters as deemed to be of an urgent nature by the Chairperson. Business shall not be transacted at any meeting of the Executive Management Committee unless all Executive Management Committee members are present.
7. In the event of a vacancy occurring in the Executive Management Committee by reason of death, resignation, disqualification or otherwise, the Committee shall fill the vacancy by appointment of a member from the Committee to the Executive Management Committee.

### 1.2 COMMITTEE RESPONSIBILITIES

#### 1.22 Provision of Service

To aim to conduct a public library service at a standard not less than that recommended from time to time by the Library Council of New South Wales.

### **1.23 Planning and Policy**

1. To develop and maintain a concise statement of the aims of the library service.
2. To prepare and monitor the implementation of a strategic plan for the overall direction of the library service.
3. To continuously review existing policies for the betterment of the provision of a library service for the constituents of the region.
4. To use its best endeavours to obtain the full benefit of grants and the maximum subsidy and any payments in the nature of subsidy offered or made available by the Commonwealth, the State and other respective instrumentalities and agencies for libraries and library services.

### **1.24 Extension of Service**

To cooperate with libraries and library systems in the wider library network on such terms and conditions as may be agreed to by the participating Committee.

### **1.25 Reporting to Councils**

1. To provide each participating Council with copies of the Minutes of all Ordinary and Special Meetings.
2. To prepare an Annual Report to the participating Councils; such report to include details of the activities of the Committee over the preceding twelve months and also to include statistics of books purchased and donated, of library stock, of the number of borrowers and of books borrowed.
3. The Committee shall submit to each participating Council an Annual Report and a copy of the Annual Statements of Account.

## **1.3 COMMITTEE MEETINGS**

**1.31** The Annual General Meeting of the Committee shall be held in August/September of each calendar year, unless by resolution the Committee shall otherwise decide. The order of business to be conducted shall be as follows:

1. Adoption (if necessary, as so resolved) of a Chairperson's allowance for the ensuing year.

2. Election of Chairperson.
3. Election of Executive Management Committee
4. To receive and consider the estimated Income and Expenditure budget for the ensuing year.
5. All other business that is necessary for the due and proper conduct of the Committee.

**1.32** The Executive Officer shall convene a Special Meeting of the Committee on receipt of a written request by any of the participating Councils seeking such a meeting.

#### **1.4 CONDUCT OF MEETINGS**

1. The law governing the conduct of Council meetings shall apply, mutatis mutandis, to the conduct of all Committee and Executive Management Committee meetings. Provided that business shall not be transacted at any meeting of the Committee unless a majority of participating Councils are represented at such meeting.
2. The Committee may by a resolution supported by the delegates of the participating Councils adopt a code of meeting practice that incorporates any regulations made for the purpose of Section 360 of the Local Government Act, 1993, as may be reasonably applicable and which supplements those regulations with provisions that are not inconsistent with them.
3. Each delegate has one vote.
4. The Chairperson as well as being entitled to one vote as a delegate shall also have the right of a casting vote, as and when the need arises.

#### **1.5 SERVICE OF NOTICE**

Any notice under this Agreement shall be in writing and in the case of participating Council shall be signed by the General Manager, in the case of a delegate by the delegate and in the case of the Committee by the Executive Officer.

Service of notice or any other correspondence may be affected by prepaid post addressed to the General Manager of any participating Council or to the delegate at his/her business address or to the Committee addressed to the Executive Officer, North Western Library Co-Operative, PO Box 6, WARREN NSW 2824.

Every notice shall be deemed to have been received at an expiration of a period of three working days after the posting of the notice and in proving the service of any such notice it will be sufficient to prove that it was addressed and posted as foresaid.

#### **1.6 TERM OF AGREEMENT**

This Agreement shall operate and remain in force from the First day of July 2025 to the Thirtieth day of June 2030 unless terminated in accordance with the provisions for termination of the Agreement with a review of the Agreement being undertaken by the Committee during 2029/2030

### **1.7 ADMISSION OF NEW PARTICIPATING COUNCIL**

With the unanimous agreement of the participating Councils any other Council may be joined as a participating Council for all the purposes of this Agreement. Such joiner shall be effective upon the production to the Committee of a deed executive under Seal of such Council and in such terms and/or conditions as required by the Committee. As and from the time of production of such Deed the Council shall be deemed to be a participating Council within the terms of this Agreement and bound by all the terms thereof.

### **1.8 TERMINATION OF AGREEMENT**

At any time upon the passing of a resolution having the support of all the participating Councils (each Council having one vote) for the termination of the Agreement, the Committee shall cease to function and the winding up of affairs of the Committee shall be carried out under the direction of a sub-committee of the Library Co-Operative comprising the Chairperson of the Committee, two delegates and the Executive Officer, with all reasonable expedition.

Upon entering into this Agreement all participating Councils shall be deemed to have delegated to this group all necessary authority and power to wind up the affairs of the Committee if a resolution for termination is passed.

Upon any such termination, the net assets of the Committee, after payment thereof of all liabilities of the Committee, shall be apportioned among the participating Councils in the ratio of the respective contributions paid by those participating Councils over the immediately preceding three years and to the total of the contributions paid over that period by all participating Councils.

### **1.9 WITHDRAWAL FROM AGREEMENT**

1. Any participating Council may give to the Committee not less than six months' notice in writing of its intention to withdraw from the Agreement at the end of the then fiscal year. Upon any such withdrawal the withdrawing Council shall be entitled to receive a share of the net assets of the Library Co-Operative at the withdrawal date and after provision for payment of all liabilities of the Library Co-Operative such share being calculated in relation of the respective contributions paid by that participating Council over the immediately preceding three years from the date of withdrawal and the total of the contributions paid over the same period by all the participating Councils.
2. Upon the failure of any Council to execute a new Agreement which has been approved by all other participating Councils within three months of the expiration of the previous Agreement that Council may be deemed at the discretion of the remaining Councils to have given notice of withdrawal.

### **1.10 EXPULSION OF A PARTICIPATING COUNCIL**

Upon the passing of a resolution having the support of the delegates of three participating Councils (one vote per Council) for the expulsion from the Agreement of a participating Council and after reasonable opportunity has been accorded to the delegates of that participating Council to be heard and/or make written submission to the Library Co-Operative prior to such a resolution being made, then such Council shall be expelled from the Library Co-Operative and from the benefits of this Agreement.

In such case the expelled Council shall be entitled to receive a share of the net assets of the Library Co-Operative at the date of expulsion and after provision for payment thereof of all the liabilities of the Library Co- Operative such share being calculated in accordance with the terms stipulated under the clause "Termination of Agreement".

### **1.11 EXIT PROVISION**

It is agreed by all participating Councils that the decision of the sub- committee comprising the Chairperson of the Committee and two delegates, the Executive Officer and the Regional Librarian following advice being received from the NSW State Library, shall be final and binding in respect of the method of valuation and assessment of the net assets and liabilities of the Library Co-Operative at any time and of the books and/or other assets or cash to be apportioned or paid to a Council upon termination, withdrawal or expulsion pursuant to this Agreement and all participating Councils agree that there shall not be a right of appeal in respect of any such decision.

### **1.12 ALTERATIONS TO LIBRARY AGREEMENT**

No alteration shall be made to this Agreement unless the proposal for alteration has the support of three participating Councils.

### **1.13 SEVERABILITY**

Any provision of the Agreement or part thereof which in any way contravenes any applicable law of the Commonwealth of Australia or of the State of New South Wales to be void or unenforceable shall to the extent of such contravention of law, invalidity on unenforceability be deemed to be separate and shall not affect any other provision or part thereof of this Agreement.

### **1.14 DISPUTES**

Any dispute arising under this agreement shall, on application to the Library Council of a party to this agreement, be settled by arbitration by an arbitrator appointed by the Library Council of New South Wales.

## **SECTION 2 ADMINISTRATION**

### **2.1 EXECUTIVE OFFICER**

The General Manager of the Council of the Shire of Warren, or alternatively a Senior Manager within the Council of the Shire of Warren as determined by the General Manager, shall be the Executive Officer of the Committee.

The Executive Officer shall be responsible to the Library Co-Operative for the financial operation and administration of the Library Service.

### **2.2 REGIONAL LIBRARIAN**

The Regional Librarian shall be the Chief Librarian of Council of the Shire of Warren.

The Regional Librarian should be a qualified Librarian in accordance with provisions in force within the State of New South Wales.

The Regional Librarian shall be responsible to the Executive Officer for the effective and efficient administration of the services provided by the Library Co-Operative as decided upon by the Committee, and any casual staff employed by the Association shall be subject to the supervision and control of the Regional Librarian.

The Regional Librarian shall attend all meetings of the Committee and all meetings of any sub committees.

The duties of the Regional Librarian shall be:

- to always represent the North Western Library Co-Operative in a professional and competent manner.
- to manage the resources of the North Western Library Co-Operative in a cost effective manner.
- to liaise and support staff of the North Western Library Co-Operative.
- to implement or assist in the implementation of decisions made by the Committee upon matters delegated to it under this Agreement.
- to develop and maintain a set of objectives to fulfil the aims of the Library service and the updated Strategic Plan for the implementation of these objectives.
- to provide advice to the Committee on all matters relevant to the policy, planning, and development of the North Western Library Co- Operative; and
- to select and purchase library books and materials within the limit of funds approved.

### **2.3 AUDITOR**

An annual audit of the books of account for the Committee shall be undertaken with such audit report being forwarded to all participating Council.

For the purposes of appointment of an approved auditor to provide such services for the Committee, it is agreed that the Auditor appointed by Warren Shire Council, from time to time, shall hereby be appointed as the Auditor for the Committee with all such audit fees and expenses being paid by the Committee.

## **SECTION 3 FINANCE**

### **3.1 CONTRIBUTIONS TO NORTH WESTERN LIBRARY CO-OPERATIVE**

Member Councils of the North Western Library Co-operative will make a yearly contribution to the Operation, Management/Administration and Computer Software Maintenance costs of the North Western Library Co- operative to be indexed each year, the rate of indexation to be determined at the Annual General Meeting of the North Western Library Co-operative for the ensuing financial year and listed on **Annexure 1** of

this agreement.

Any additional contributions to be paid by the participating Councils shall be considered and determined each year as agreed upon at the Annual General Meeting of the North Western Library Co-Operative for the ensuing financial year and listed on **Annexure 1** of this agreement.

### **3.2 PAYMENT OF CONTRIBUTIONS**

The participating Councils shall each pay into a fund to be known as North Western Libraries Fund, within one month from the first day of July each year.

### **3.3 EXPENDITURE**

The participating Councils shall delegate to the Committee the power and authority to:

- open and operate bank accounts for the said library fund at a bank nominated by the Council of the Shire of Warren.
- expend the monies in such library fund for all approved expenses and set up such reserves as may be reasonably required from time to time for the necessary operation of the Association.
- pay the out of pocket expenses incurred by the members of the Committee for attending conferences outside the region as accredited delegates of the Association provided that the payment of such expenses is specifically authorised by a resolution duly passed at a Committee meeting, or as duly approved by the Chairperson in consultation with the Executive Officer.
- Provided that such funds shall not be used for or towards the cost of meeting payment of out of pocket expenses incurred by members of the Committee in attending Committee or Executive Management meetings or engaged on other duties associated with their office.

## **SECTION 4 GENERAL**

### **4.1 STANDARDS OF SERVICE**

The standard of library service to be provided by the Committee, particularly with regard to expenditures on library resources, shall be re- considered and determined each year by the Committee.

In addition, consideration shall be given each year to raising the standard by stages towards a target level to be determined and set out in a Strategic Plan.

**ACKNOWLEDGMENT OF AGREEMENT**

The terms and conditions as stipulated in the North Western Library Co-Operative Agreement, 2025-2030 document, pages 1 through to 8 has duly been agreed to and endorsed by all participant Councils, and is acknowledged as follows:

**Bogan Shire Council**

The Common Seal of the Council of the Shire of Bogan was hereunto affixed on the \_\_\_\_\_

\_\_\_\_\_ Mayor

\_\_\_\_\_ General Manager

**Coonamble Shire Council**

The Common Seal of the Council of the Shire of Coonamble was hereunto affixed on the \_\_\_\_\_

\_\_\_\_\_ Mayor

\_\_\_\_\_ General Manager

**Gilgandra Shire Council**

The Common Seal of the Council of the Shire of Gilgandra was hereunto affixed on the \_\_\_\_\_

\_\_\_\_\_ Mayor

\_\_\_\_\_ General Manager

**Warren Shire Council**

The Common Seal of the Council of the Shire of Warren was hereunto affixed on the \_\_\_\_\_

\_\_\_\_\_ Mayor

\_\_\_\_\_ General Manager



**Annexure 1**

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As adopted at the November 2024 Annual General Meeting of the North Western Library Co-operative the 2025/2026 per Council contribution is to be increased by 4.5% the rate pegging limit as determined by IPART for 2025/2026 rating year.

2025/2026 per Council Contribution details as follows:

Operational Expenses	\$29,291.94 (Ex GST)
Management/Administration	\$13,744.72 (Ex GST)
Computer Software Maintenance	\$14,760.60 (Ex GST)
Technical Support Officer	\$ 9,992.47 (Ex GST)
Freight of stock	\$ 872.04 (Ex GST)
Total	\$68,661.77 (Ex GST)

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**10.7 WASTE MANAGEMENT REPORT FEBRUARY 2025****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 provides an update on last month's activities.

**BACKGROUND**

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

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.

There are many new initiatives in terms of services and facilities that could be implemented in waste. The focus is on a staged, fundable, and manageable roll-out program of initiatives that is well communicated and efficiently delivered. The right balance needs to be struck between consolidation, continuous improvement of current operations, and new initiatives.

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

All actions and strategies related to waste and the environment.

**(b) Financial Considerations**

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

**STRATEGIC DIRECTIONS**

Given it is coming up to a year since the landfill management and 6 months since bin collection was taken back in house by Council, it is a timely opportunity to internally review and assess progress and set some future directions.

A recent analysis of the following key issues has been undertaken:

- Recruiting the key roles and establishing the unit needs and resources
- Addressing EPA compliance – plan being developed to clean up Stage 1 of the old landfill site using Caring for Country grant funding.
- Matching charges with actual services – there are premises still putting out more bins than they are paying for, audits are ongoing. Initial estimates indicate 30% of bins not being paid for having an estimated revenue loss of \$60,000.

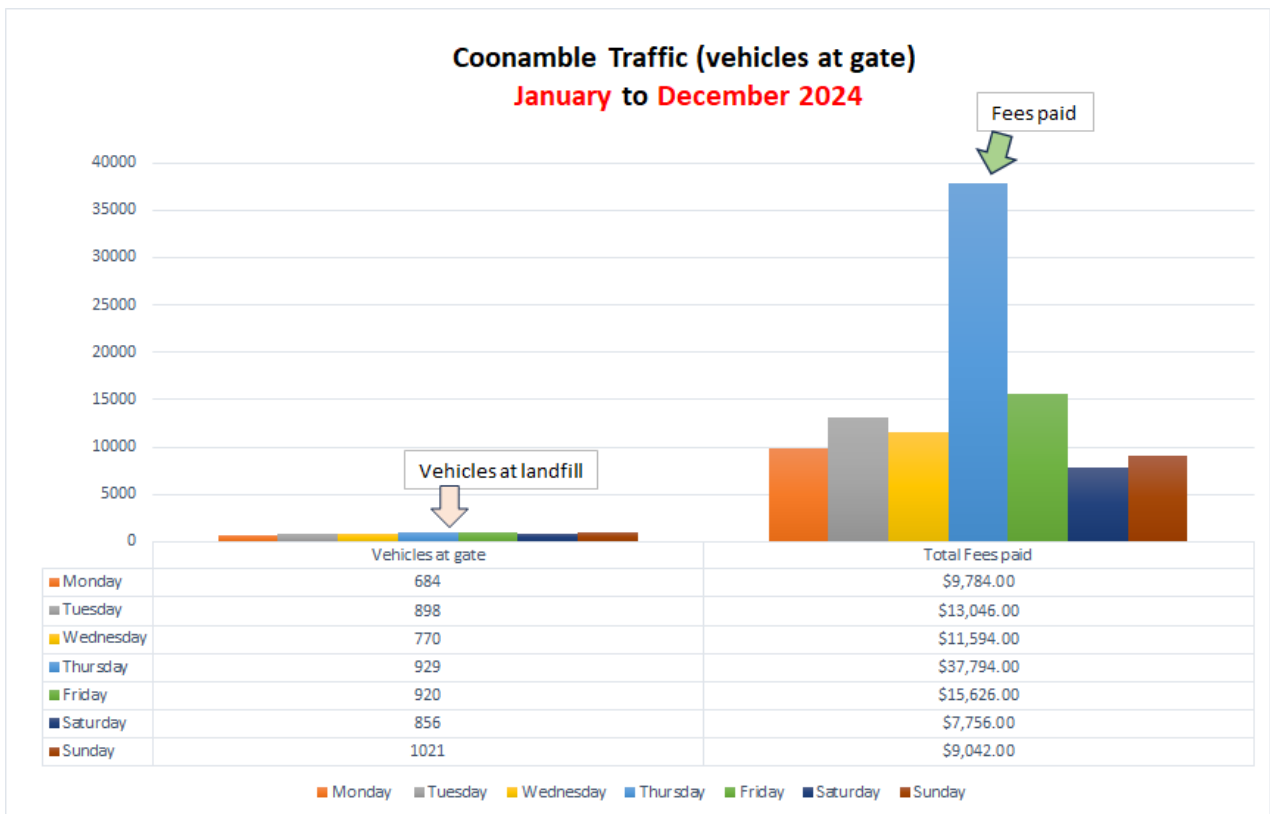


**Return & Earn**

The return and earn activity continue to expand with 4 containers exchanged over December/January. We have taken 80,000 containers during this period and removed them from landfill.

**Traffic at the landfill**

Waste deposits over the Christmas/New year period has almost doubled from last year. The waste depot was closed only on public holidays, and the kerb side collection was business as usual, with no interruption. The chart below summarises the depot usage (number of vehicles) and total fees paid during 2024.



The team was kept busy maintaining and clearing the cell. Due to the heavy rainfall during this period, we experienced some water ponding at the cell which is being addressed. A drainage management plan will be developed in the next few months.



**Skip bins**

Bulky bin trials were completed in Quambone, Gulargambone, Combara and Coonamble. The majority of the feedback was positive.

These bins were also utilised in private works (for a commercial fee) assisting contracted projects such as the tennis courts, rodeo and camp draft and the sportsground.



Smaller skips bins have been ordered and will be used for private works (for a commercial fee) and general cleanups around the shire.

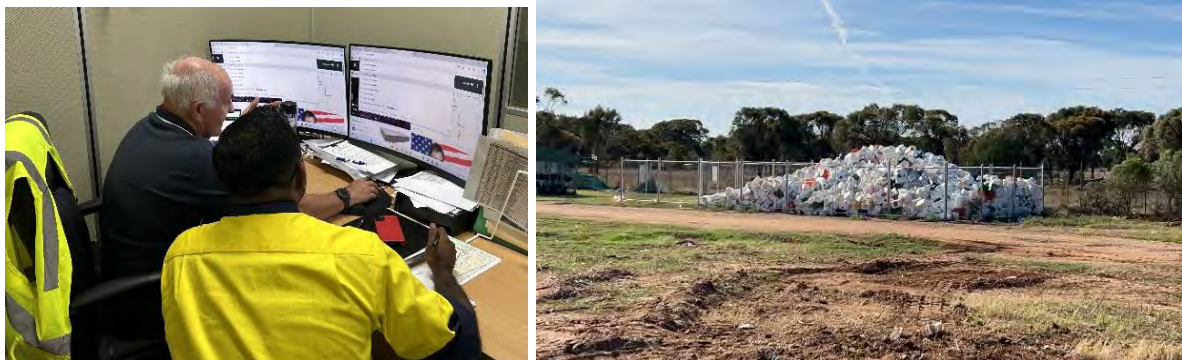
Funding is being sourced for this year’s clean-up Australia day. Partnerships have already been formed with Coonamble Landcare Group and Coonamble Local Lands council.



**Drum muster.**

Our drumMUSTER collection has increased with the yard at full capacity. Arrangements are being made for a pickup from a contractor. Council will receive 20c/drum.

A total of 16283 containers are waiting collection, potentially returning income to council \$3562. A new system for record keeping of the drum muster deposits on site is being implemented.



**Motor oils**

Regarding the Used Motor Oil collection contract from Netwaste, Cleanaway will no longer collect oil from our region from January 2025 as they are considerably downsizing their operations.

Tenders have been called twice now and have resulted in no interest or submissions. This will more than likely trigger Council having to consider making its own arrangements locally as NetWaste can no longer assist or organise collections on a regional basis as unable to formalise a contract.

**eWaste**

The first pickup of recycled batteries happened in December after negotiations with Mathews Metals Dubbo. Representatives had a site visit prior to the Christmas shutdown. It was agreed that Mathews Metals would work with Coonamble waste for collection and disposal of eWaste and batteries. Income gained from batteries to date is \$1405.25.



**Scrap Metal**

Gulargambone, Quambone and Coonamble stockpiles are increasing with an expected site visit by Scrap metal dealers for collection in the coming weeks.





### **Wake Up Shake UP**

WUSU workshops were run in December and January. 70 people have now successfully completed the course.

Total placements achieved in Wake Up Shake Up workshops so far is 39 as follows.

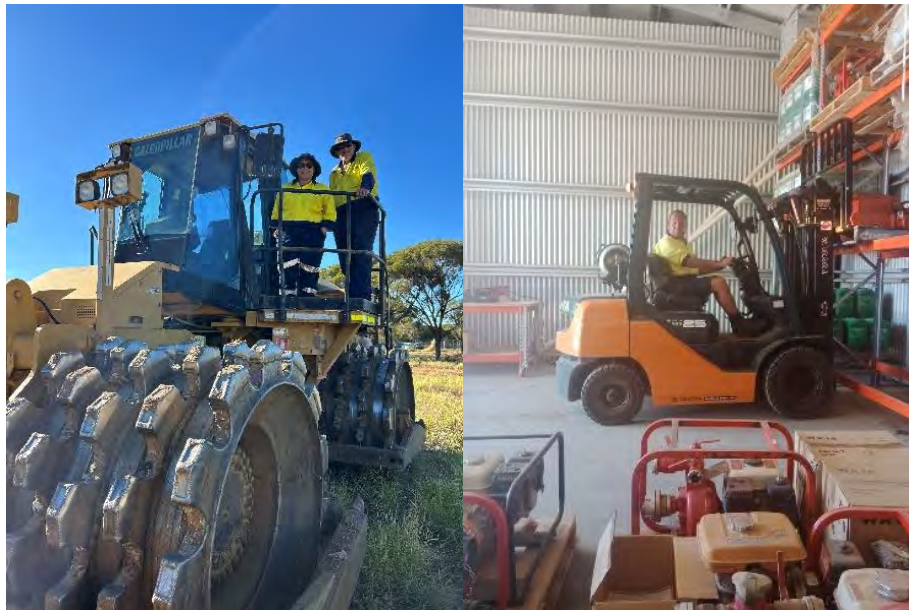
- 21 placements with Coonamble Shire Council, of these 3 have moved to alternate employment and are working full time, 1 has moved to self-employment and 2 have ceased due to health issues
- 18 placements with other employers in Coonamble - 13 commenced harvest work with Qube & GrainCorp & 5 commenced with contractors for Australia Post office.

### **Plant operation training**

Plant training was completed in January by SKVIL in readiness to undertake the activity which is funded by Workforce Australia, Job network Member VERTO and Coonamble Shire Council.

Several staff were trained in use of a dozer, grader, backhoe, loader, compactor and skid steer. A notable achievement was the first woman in plant machinery – on the skid steer, compactor, loader and backhoe.





**New staff inductions**

We welcomed new staff to council during December. All have been through the recruitment process with HR including recruitment and induction processes onboarding, understanding employment contracts operations, leave, superannuation and timesheets and work rosters





**Other waste stations**

Quambone transfer station is being well managed, limiting deposits through recyclables. Cardboard, scrap steel, and green waste separated stockpiles get transferred to Coonamble.

Fortnightly collection of the orange skip bin occurs from the waste facility in Gulargambone.

Blue bulky waste collection from Gulargambone occurred at 7 locations

## Plant & Equipment



During the safe work compliance visit it was identified that a bin lifter should be provided for this ease of staff and residents which would also address any potential WHS issues. Bin lifters were purchased and installed at both Coonamble and Gulargambone sites. Coonamble has been utilised well, but sadly Gulargambone's was stolen over Christmas. It has since been reclaimed with the assistance of Police but has been damaged.

## New plant shed

A new shed to house plant is being built at the Coonamble depot, progress shown below



## Old landfill site

Those participants who went through the Wake Up Shake Up workshops in October November, December and January will be eligible for the Caring for Country Project which will commence in February 2025. This will provide wage subsidy funding for 24 locals over 16 weeks.

A site inspection was held December 10 with Verto at the old waste facility site to discuss the scope of works and plant and resources needed to commence in February.

The first stage will be a two-month clearing and site preparation activity.

Preliminary training has started in readiness for the activity – e.g. excavator, roller, backhoe, loader, skid steer, forklift, chemical certificate, chainsaw



### **Customer Requests**

These have decreased over the last month from 46 to 4. As these are actioned speedily and resolved, with the Manager responding directly to most queries.

**(a) Governance/Policy Implications**

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

**(b) Legal Implications**

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

**(c) Social Implications**

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

**(d) Environmental Implications**

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

**(e) Economic/Asset Management Implications**

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

**(f) Risk Implications**

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

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

### **CONCLUSION**


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

A full service review of the waste operations will occur this calendar year as data is being collected on waste quantities presented at the facilities.

### **RECOMMENDATION**

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

**10.8 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. Key Data on Grant-Funded Projects  

**PURPOSE**

The purpose of this report is to provide Council with an update on recent activities and the progress of projects that 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 an expanded and broader economic base for the LGA, enhancing business prospects, growth, productivity, employment and economic development.

The function facilitates the development of programs and activities that will stimulate economic development by assisting growth and retention of businesses, as well as aiming to reduce 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 Main Street Enhancement*

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- Weight/load capacity for awnings in Coonamble’s main street determined
- Integrity of awnings in Coonamble’s main street determined
- Building owners advised of outcomes of inspections
- Immediate remedial actions taken

- Paint scheme colour palette received for awning painting project
- Lighting determined to highlight Art Deco streetscape
- CBD Precinct Masterplan developed

Commentary: Electricity upgrades to be scheduled with Essential Energy infrastructure work in 2025-26. Lighting audit to be carried out to determine dark zones under awnings. Interested property owners advised that heritage paint colour palettes have been customised for each building and are available from Council. Council to be briefed on previous work done on the masterplan and future work and a workshop to be held.

*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. Site visits held. Quotes received for subdivision design and electricity infrastructure design. Installation and connection of the Sewerage Pumping Station to the sewerage network underway. DA for subdivision submitted. Tenders for civil construction and electrical work to be advertised.

*Land Development & re-zonings*

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

Commentary: Planning Proposals to create an industrial zone at the old Coonamble Sheepyards and recreational zone to facilitate the bore bath development and showground before Council for consideration.

*Youth Accommodation – Coonamble and Gulargambone*

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

- Seek further quotations and consider scope adjustments to match budget
- Award contract
- Build Youth Accommodation in Coonamble and Gulargambone

Commentary: Contract has been awarded following negotiations post tender process. Cost is now affordable, within the grant funding provision.

*Artesian Bore Bath project*

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- Take ownership of site
- Complete geotech and soil contamination studies
- Bore application submitted (Feb 2024)
- Design consultant RFQ released
- Complete site clean-up and demolition
- Produce masterplan and design for Council approval

Commentary: Office of Local Government has advised it has no objection to a Public-Private Partnership should Council wish to pursue this. Design tender is currently being assessed.

*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 Warrena Creek Reserve Plan of Management
- Community consulted on the draft Plan of Management for Warrena Creek Reserve, incorporating proposed Real Country developments

Commentary: Further development of this project is now being pursued as part of the rPPP Stream 1 submission. Suggested itineraries across the whole Real Country region are being developed by tourism staff from all three participating Shires, for promotion on individual Council and the Real Country websites.

*Coonamble Region Art Trail*

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

Commentary: Site inspections carried out. Project manager to be appointed and project initiated in February 2025. Project brief to include design and costings for new Shire entrance signage. This project will see the creation of additional public art that is a significant tourism drawcard, being:

- Additional galah sculptures on the Gulargambone town entrance signs.
- A mural painted on the old bore shed in Smith Park.
- Creation of a Tin Town Contemplation Circle north of Macdonald Park, Coonamble.
- Creation of Weilwan Contemplation Circle at Quambone.



Grants (Community, Planning, Development & Environment led)

<b>Grants completed &amp; awaiting acquittal</b>	<b>Comment</b>
Winter / Spring Holiday Fun	
Coonamble Family and Youth Fest	
Coonamble Sports Ground Walking Loop	
Australia Day 2025	

<b>Grants in progress</b>	<b>Dept</b>	<b>Due</b>	<b>Comment</b>
Coonamble Artesian Bathing Experience	CPDE	27-MAR-26	In progress; Design RFQ released.
Coonamble Youth Empowerment Program	CPDE	30-MAY-25	In progress; Term 4 delivery underway; camp held during last holiday period.
Youth Accommodation	CPDE	30-MAY-25	In progress; Contract let within available funding
Coonamble Region Art Trail	CPDE	28-FEB-26	In progress; initiated with artist brief and project brief developed.
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.
Seniors Week 2025	CPDE	30-MAY-25	Preliminary planning in progress for implementation during Seniors Week 2025.

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

Pending grant submissions:

<b>Submission</b>	<b>Amount sought</b>	<b>Announcement date</b>
Quambone Racecourse Upgrades (CRIF)	\$315,510	May 2025
Coonamble Shire Urban Housing Strategy	\$69,916	April 2025
Transforming Coonamble (rPPP)	\$2,029,725	before May 2025
Coonamble Heritage Reflections	\$25,000	May 2025
Youth Week 2025	\$3,412	Non-competitive

Grant opportunity

**Regional Economic Development and Community Investment Program**

- Closing 20 February 2025
- Two streams: (1) infrastructure to be completed within four years  
(2) services and programs to be completed within two years.
  - One application in each stream is allowed per applicant.
  - Infrastructure project maximum funding = \$5 million.

- Services or program delivery maximum funding = \$1 million.
- 20% cash co-contribution required from a source other than the NSW Government.
- Funding will only be provided for a purpose that is consistent with one or more objectives of the *Regional Development Act 2004*: being (1) to promote economic and employment growth in regions in accordance with the principles of ecologically sustainable development; (2) to support sustainable economies a healthy environment and resilient communities in regions; or (3) to support place-based solutions, targeted to the development problems of particular locations and developed in collaboration with the local community, that promote improved economic, environmental and social outcomes in regions.
- Proposals must address identified key focus areas of the Regional Development Trust.
- Proposed infrastructure projects must provide the following: (1) evidence that the project is investment ready through a completed business case, and (2) all necessary project and planning approvals at the time of application, or evidence that action to secure the required approvals has commenced and that the project can be delivered within the specified timeframe.

Proposed Infrastructure Project - civil works and provision of services for the Yarran Street Housing Development (roadwork, kerb and guttering, stormwater, sewage connections and provision of electricity).

Proposed Program - Continuation of the Coonamble Youth Empowerment Project.

The funding body will consider exemptions to the 20% cash co-contribution in extreme cases. The 20% cash co-contribution for the proposed infrastructure project could be part-sourced from Water and Sewer Funds. Any amount would demonstrate Council's willingness to offer some co-contribution (in the case of the Yarran St project). It could also be argued that Council's current budgetary allocation for youth and children's services (about \$30,000) is a part contribution in support of the Youth Empowerment Program.

The constraints to the applications are the lack of completed business cases, Council's inability to make the full 20% co-contribution, and the short timeframe in which to make a submission. None of the constraints are necessarily insurmountable barriers but may reduce the likelihood of success.

It is recommended that Council prepares a submission for both streams of this funding opportunity as described above.

## 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 – distributed to print, radio and TV media across the Central West.

Website: During December the Council webpage that attracted the highest number of hits was the Road Conditions page (374 hits), followed by the Contacts page (363 hits) and the Employment opportunities page (282 hits). During January, the Council webpage that attracted the highest number of hits was the Employment opportunities page, with 306 hits, followed by the Contacts page (284 hits) and the Coonamble Waste Management Facility (174 hits).

Facebook: During December, Council gained 37 new followers on its Facebook page, bringing the total number of followers to 3257, with 68% of followers being women and 32% men. During December, there were 54 posts to Facebook to communicate news and updates on various operational matters. The posts attracting significant reach were announcing the completion of the resurfacing of the Coonamble Tennis Courts, completion of the installation of solar lighting throughout Coonamble, announcement of the holiday program, the availability of the ‘Taste of Coonamble’ hampers, and the nominations for the Australia Day Awards.

During January, Council gained 28 new followers on its Facebook page, bringing the total number of followers to 3285. There were 50 posts in January, with the posts achieving the greatest reach being those associated with nominations for Australia Day Awards and the announcement of the Reflect, Respect, Celebrate Pool Parties.

Media Releases: At the time of preparation of this report, there have been four media releases (since the last meeting in December) in relation to:

- Coonamble Tennis Court Upgrades.
- Wake Up Shake Up employment program.
- Opportunities for apprenticeships, traineeships and cadetships with Council
- Australia Day Award nominees and winners.

**Weekly Connect newspaper advertising:** since the previous meeting of Council, the *Weekly Connect* has only been published twice, and at the time of preparation of this report, the one *Weekly Connect* has highlighted the following topics:

- Australia Day activities.
- Welcome to Coonamble Dinner.
- Notice of Council's meeting date.
- Current Requests for Quotations.
- How best to provide feedback to Council.
- A calendar of events.

The cost of newspaper advertising is being reviewed to determine the most effective means to balance the frequency of communication with residents and ratepayers and the current level of human resources available to generate this material.

#### Economic Activity during December

Council has traditionally subscribed to economic data from REMPLAN, however, during the past year, it has been testing an alternative source from CounciliQ – a Commonwealth Bank database of spending trends through card transactions.

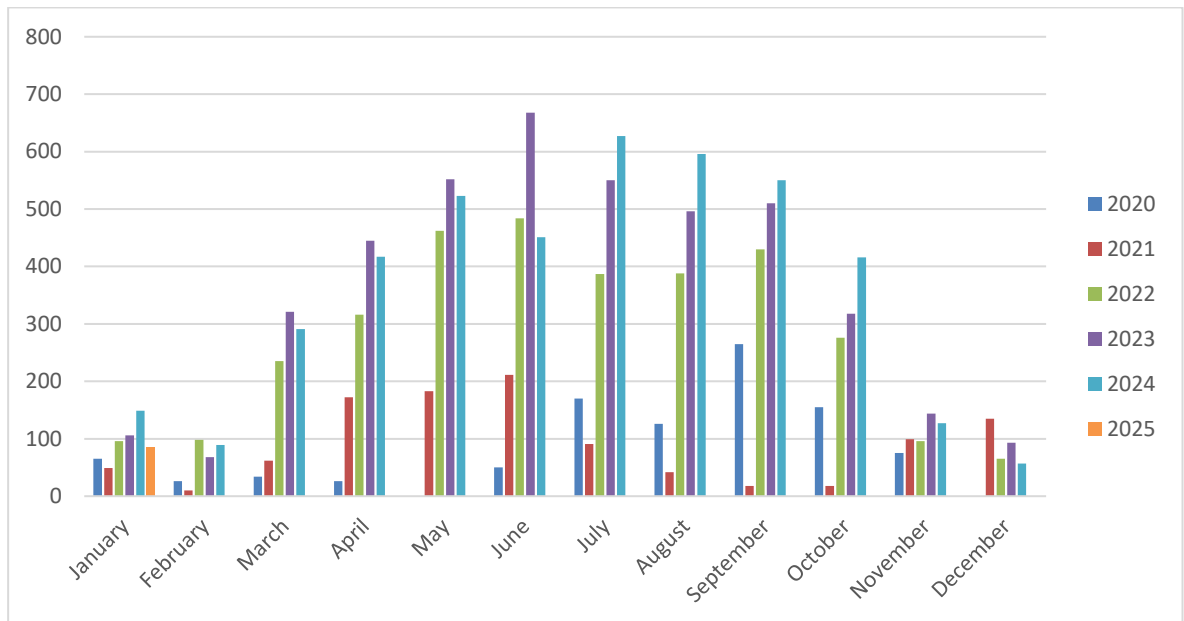
Data for December 2024 shows that residents spent \$9.7 million through card transactions and visitors spent \$863,000 within the Shire, compared to residents' spending of \$9.5 million in December 2023 and visitors' spending of \$812,000. While these figures indicate that spending by residents in the month of December increased by 2.2%, the Consumer Price Index over the same period increased by 2.5%. In effect, residents' spending in December of 2024 did not increase compared to December 2023, however, spending by visitors increased by 6.3%, showing the value of attracting visitors to the Shire.

While residents seemed to have tightened their spending in December, the annual spending by residents within the Shire during 2024 was \$102.4 million, up 3.7% compared to 2023; while visitors' spending in the Shire during 2024 was \$11.6 million, up 6.1% on the previous year.

Tourism and visitation

- **Coonamble Information and Exhibition Centre**

Between 27 November and 29 January, the Information and Exhibition Centre welcomed 149 visitors to the Coonamble Shire. This trend is consistent with summer tourist travel habits.



- **Visitor spending**

There has been a 6.3% increase in overall spending during December 2024 compared with December 2023. This is especially encouraging considering that visitor numbers recorded at the Coonamble Information and Exhibition Centre have decreased by 38.7% when comparing the same time periods. Comparing visitor spending throughout the year, there was a 50% increase in discretionary retail spending annually, compared with the previous year. 67.6% of visitor spending in 2024 went towards Private Transport, 35.9% to Food Retailing and 32% to Tourism and Entertainment.

Events

- **Upcoming events:**

- 5 February, 'Reflect, Respect, Celebrate' Pool Party Quambone
- 22 February, Welcome to Coonamble Dinner
- 16 March, Country Championships at Coonamble Racecourse
- 5 April, A Night on the Town
- 25 April, ANZAC Day

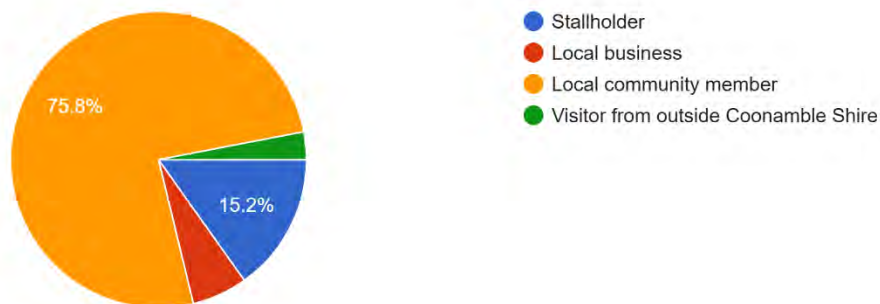
- **14 December, Coonamble Christmas Street Party**

The 2024 Coonamble Christmas Street Party attracted more than 30 stallholders from within Coonamble and nearby areas. There was a wide selection of shopping options, food stalls and activities for the kids, including Christmas card-making with the Youth Empowerment Program, face painting and amusement rides. The festive spirit was alive with Santa making a visit, Christmas carols and a scooter, bike and mobility scooter decorating competition, involving the entire community. Castlereagh Connection performed throughout the night, along with memorable dance performances by Coonamble Public School.

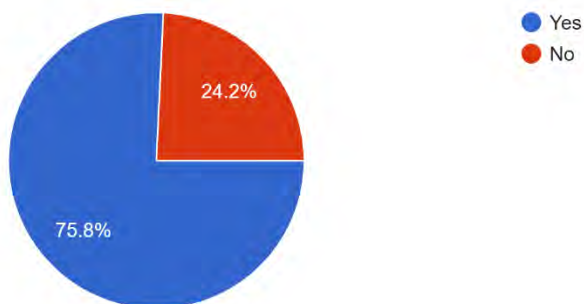


The post-event survey received 33 responses, incentivised with the opportunity to win one of three Chamber Cash vouchers.

The majority of respondents identified as a member of the community who attended the event socially and not for work. 84% were happy with the date and time of the event.



75.8% confirmed that they purchased at permanent businesses located in the main street, not just temporary stalls.



78% also felt there was enough information about the event.

Leading motivations for attending the event were market stalls and to have an outing with family.

- 26 January, Coonamble Australia Day Awards Gathering**

Coonamble Shire Council welcomed all Australia Day Award nominees, their families and the community to Coonamble's Australia Day Awards Gathering.

The morning began with a free breakfast, prepared by the Rotary Club of Coonamble. Official proceedings began with a Welcome to Country by Coonamble Dharrun Gaawa Men’s Program, which was followed by a Citizenship Ceremony, an Address by the Australia Day Ambassador Aunty Glendra Stubbs, Coonamble District Education Foundation 2025 Scholarship presentations, Rotary Bravery Award, and then the Australia Day Awards. The morning concluded with morning tea supplied by Coonamble CWA.

The event was sponsored by Coonamble Shire Council and the National Australia Day Council.



- **‘Reflect, Respect, Celebrate’ Pool Parties – Coonamble, Gulargambone and Quambone**

Local youth, children and families were invited to attend a free Reflect, Respect, Celebrate Pool Party in Coonamble, Gulargambone or Quambone. Each Pool party involved social activities are planned, along with a free barbecue.

- (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 with this report.

- (e) **Economic/Asset Management Implications**

Development of the projects proposed for funding through available grants and sponsorship are initiatives to meet objectives of the Community Strategic Plan 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:**


- 1. Receive and note the Economic Development and Growth report.**
- 2. Participate in a workshop after the March Council meeting to discuss the previous work done on the masterplans for the Coonamble CBD and Warrena Creek and to prepare a future program of work and the estimated funding required.**
- 3. Authorise the General Manager to make two submissions under the Regional Economic Development and Community Investment Program, being for:**
  - (a) The Yarran Street Housing Development infrastructure.**
  - (b) Continuation of the Coonamble Youth Empowerment Program.**



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

Identifier		Value (ex GST)			Milestone Dates			
Name	Code	Grant	Co-contribution	Total	Due Date	M1	M2	M3
Youth Empowerment Program	RYIP-0270	\$989,680	-	<b>\$989,680</b>	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	-	<b>\$1,584,000</b>	30-May-25	24-Jan-24	31-Jul-24	24-Jan-25
Illegal Dumping Prevention (Baseline Data)	R16Stream1	\$19,080	-	<b>\$19,080</b>	15-Jul-25			
Elsa Dixon Aboriginal Employment Grant	EDAEG27	\$30,000	-	<b>\$30,000</b>	15-Aug-25	14-Nov-24	15-Feb-25	
Coonamble Region Art Trail	SCCF5-0092	\$235,035	-	<b>\$234,035</b>	28-Feb-26			
Coonamble Artesian & Cultural Experience	RTAF-0068	\$5,500,000	\$1,250,000	<b>\$6,750,000</b>	27-Mar-26	21-Mar-24	20-Sep-24	27-Jun-25
Seniors Week	SF25015	\$5,000	-	<b>\$5,000</b>	30-May-25	16-Mar-25		

**10.9 REGIONAL DROUGHT RESILIENCE PLAN - 016 - BOGAN, WARREN, AND COONAMBLE**

**File Number:** D-9-2  
**Author:** Clint Fitzsummons-Manager Contracts & Special Projects  
**Authoriser:** Paul Gallagher, General Manager  
**Annexures:** 1. Far North West Joint Organisation Regional Drought Resilience Plan - Aug 2024 (under separate cover) 

**PURPOSE**

The following report and recommendations need to be adopted by Councils during their February 2025 Council meetings to enable the progress to implementation and meet delivery deadlines of 30 November 2025.

Details of the projects follow in “PROJECT UPDATES AND INFORMATION” for Councillor distribution and the Regional Drought Resilience Plan 016 – has been attached for Councillor information.

**BACKGROUND**

**1. Drought Plans Developed and Adopted**

FNWJO applied for funding in January 2023 to deliver Regional Drought Resilience Plans and associated implementation for the following regions:

- RDPR016 – Bogan, Warren and Coonamble (\$200K)

Draft projects were distributed to Councils for feedback, any feedback provided was included in the plan document before being forwarded to Regional NSW on 16 January 2025. RDPR016 has been lodged for Ministerial approval (State and Federal) and an expected outcome is due early March 2025.

This plan will be approved in its current state; however, each plan is a “living document” and has the ability to be changed, altered or updated to reflect the changing environment at any time.

Implementation of projects cannot commence until the plan has been approved, however FNWJO aims to have implementation projects resolved by Council, quoted and ready to commence as soon as RDPR016 has Ministerial approvals.

Plan development funding that has not been spent can be carried over into plan implementation activities. FNWJO has been prudent in managing plan development funds and as a result have an underspend of \$50K that can be added to the \$250K already available for plan implementation. The total for plan implementation across the RDPR016 area is \$300K.

**2. Drought Plan Implementation**

Funds available for implementation

RDPR016	\$250,000
Unspent Stage 1	<u>\$ 50,000</u>
	<b>\$300,000</b>

It is imperative that RDPR016 have clear implementation projects planned and agreed by **28 February 2025**; this will expedite the projects to ensure implementation is commence by end March 2025. **Projects are to be completed and reported on by 30 November 2025.**

FNWJO met with NSW Drought colleagues in Dubbo on Thursday 23 January 2025 to discuss implementation project options.

Issues discussed:

- Currently councils are undertaking IP&R activities, there is a recognised staff shortage across the region and some General Manager have expressed their concern that their Councils do not have the resources to “deliver” the implantation projects and would be more comfortable with FNWJO to manage the delivery.
- Realistic deliverables with available resources and timeframe - Australian Department of Agriculture, Fisheries & Forestry and the NSW Government have already extended the completion date by 5 months to 30<sup>th</sup> November 2025.
- **Limited funds for regional water infrastructure at this time** - The advice from the Department was to "park" planning and infrastructure ideas for future funding opportunities.
- **Recommended prelude to a “Water Infrastructure Project”** with current funding; a regional audit of existing water (artesian/sub-artesian/riverine) availability, current storage and access infrastructure, public and private access/usage by towns/villages/hamlets/industry/rural, and getting this information gathered, documented, organised and catalogued as a starting point for future funding opportunities.
- Project to focus on communication, understanding and strengthening relationships between stakeholders with the view of making future partnerships possible.
- Discussions had with GMs in late 2024, identified that Councils are at different stages of their water security journey. In western NSW we have a high turnover of staff, information gets archived, a new person comes along with a new idea, and we start from ground zero again. Sourcing and cataloguing the historical and current information would prevent the duplication.
- Regional perspective was required - regional interests not just LGA interests' coverage - rivers and water sources don't start and stop at our local government boundaries.
- Advised to **pursue “social and educational” drought preparedness projects**. This was discussed quite a lot during the community consultation processes but it seemed to get diluted in the writing of the strategy (documentation does exist to support these activities).
- Discussion was had about **“drought preparedness workshops/roadshow”** that could be rolled out and delivered by **30th November 2025**.
- "Volunteer fatigue" and "consultation fatigue" are real things in our area.

After consideration of all stakeholders needs and feedback from Kate Mannion (Manager, Drought Resilience Planning Program) in a teleconference 31 January 2025, the following projects were deemed suitable, would provide value for money and could be delivered with current resources and within timeframes, ***if they can be commenced without delay and within 5 – 6 weeks:***

- Project 1 - Water Security Baseline Project
- Project 2 – Drought Preparedness – Education and Social Revitalisation

### **Project Rationale**

#### **Project 1 - Water Security Baseline Project - \$150K (Councils - Bogan, Warren and Coonamble)**

A regional Water Security Baseline Issues Report will undertake a comprehensive stocktake of current water resources, infrastructure, and usage patterns across the RDPR016 Area (Bogan, Warren and Coonamble).

This initial phase will establish a clear baseline of water allocations, identify major water users including urban, agricultural, and industrial operations. This will then document existing water security measures in each participating local government area.

This work will create a catalogue of historical reports/plans at both a localised and regional level. This database will be distributed and accessible to all stakeholders and can be used as a baseline for future “water security plans” (basically getting the information into one place).

The water needs of the RDPR016 (Bogan, Warren and Coonamble) area is complex. Water sources are not defined by Local Government boundaries and water quality from rivers and ground sources vary in quality, quantity and potability.

*Additionally, the actions of “upstream users” on how water is accessed, stored and used has consequences for “down-stream” users; the complexities are magnified the larger the geographic area being investigated; communities have competing needs and there needs to be recognition that a “Regional Water Security Plan” will require compromise for a regional plan versus a localised “LGA Water Security Plan”.*

By understanding our region's current water profile, including surface and groundwater resources, we can better identify vulnerabilities and opportunities for improved drought preparedness, water effectiveness and efficiencies. This foundational work will inform subsequent phases of the planning process, ultimately leading to a coordinated regional approach to drought management and allowing all stakeholders access to information surrounding this complex issue.

The project will be delivered separately across the two RDRP regions. FNWJO will call quotations and request a minimum of three quotes, as per FNWJO procurement policy. The RDPR016 - project 1 is under the \$250K threshold for tenders.

The project scope will include:

- Stage 1 - Identify historical/current data; documentation/information, water infrastructure audit and needs analysis for each LGA. This will include a visit to each LGA to take photos and make face-to face contact with key information sources - Due July 2025
- Stage 2 - Examine and analyse the data from each area; identify issues and providing a baseline needs analysis for each LGA – Due August 2025

- Stage 3 – Analyse data through an independent regional lens – essentially stitching RDPR004 and RDPR016 areas together and examine water security impacts of neighbouring LGA's (water does not identify LGA boundaries) to provide a regional perspective and provide LGA's for draft findings for consultation between stakeholder Councils – Due September 2025
- Stage 4 – Production of final findings of regional water security issues
- Step 5 – Identify issues that may require additional future investigation, investigate options of regional solutions; circulate findings with stakeholders (Local Government, State Government, Federal Government, industry, cultural and recreational)

### Project Quotations

Procurement is to be undertaken as per Cobar Shire Council procurement policy and as per information provided by Councils in November 2025. The following will be asked to quote, along with any other suppliers recommended by participating Councils:

- Aither - Will Fargher, Global Water Practice Director, 0402336614
- The Stable Group, Jillian Kilby, 0468800625
- Hydro Tech Solutions, Victor Papierniak-Wojtowicz *BE(Hons) CPEng RPEQ*, Principal Engineer, 0421 171 090
- Bruce Whitehall, Senior Water Advisor, Alluvium, 0459 813 554

### **Project 2 – Social Inclusion and Preparedness Education - \$120K**

Councils – Bogan, Warren and Coonamble

This project will deal with the delivery of social, economic and drought preparedness activities as identified in the consultation process and documented in the RDPR016 plan through the roll out of a "Practical Drought Preparedness Roadshow" and associated resources:

- Education component
  - i. Communications and data access – practical ways of improving connectivity.
  - ii. Mental health – practical ways of accessing mental health services.
  - iii. Taking the guess work out of decision making – how to make and effective and efficient decision, with minimal stress.
  - iv. Understanding the concept of maximised production (good season) v's hibernating production (drought season) and resourcing it appropriately.
  - v. Financial planning – practical ways to access assistance.
  - vi. Stock nutrition.
- Community "re-grouping" - "social" connectedness has declined as communities are "busy" being productive.
- Positive reinforcement and preparedness to "fill-up" the emotional cup.
- "Volunteer fatigue" and "consultation fatigue" are real things – community desire to be a "passive participant".

- Engage a 3<sup>rd</sup> party supplier with existing regional networks organise, co-ordinate and roll out the program - no stress on existing Council resources.

The project will be delivered separately across the two RDRP regions. FNWJO will call quotations and request a minimum of three quotes, as per FNWJO procurement policy.

Project Quotations

- Stage 1 – Reestablish and create networks, resources and confirm locations/dates for roadshow - Due July 2025
- Stage 2 -Roll out the roadshow throughout region – August, September, October 2025
- Stage 3 – Finalisation of project and reporting – November 2025

**Project Quotations**

Procurement is to be undertaken as per Cobar Shire Council procurement policy. The following organisations are to be approached for quotation, due to their regional coverage and recent experience with drought activities:

- NALAG
- Mission Australia
- Centacare

Council can recommend additional suppliers.

**3. FNWJO Administration and Management - \$30K**

Time is tight and Councils are currently under resourced and under pressure with core business activities. With delegated authority from Councils to the Executive Officer of the FNWJO, this project can be managed on Councils behalf with little more than some local input from key people to be involved.

FNWJO advise an allocation of \$30K for project management, monitoring and reporting be recognised in the project budget.

**4. RDPR016 - Implementation Budget - \$300K TOTAL**

<b>Activity</b>	<b>Budget</b>	<b>Supplier</b>
Project 1 - Water Security Baseline Project	\$150,000	TBD
Project 2 – Social Inclusion and Preparedness Education	\$120,000	TBD
Project Administration and Management	\$ 30,000	FNWJO
<b>TOTAL</b>	<b>\$300,000</b>	

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

Our Economy – Economic Development and Growth, manage the lack of support to local businesses, including workforce challenges, drought and lack of housing.

**(b) Financial Considerations**

Consortia RDRP 016 (Coonamble, Warren, and Bogan) has grant funding of \$300,000 for the project.

**COMMENTARY**

The aim of the project is to direct continuous funding for drought resilience initiatives which reflect local need and context of drought.

**(a) Governance/Policy Implications**

Council supports this regional initiative to enhance resilience and enable a stronger governance capability during drought events.

**(b) Legal Implications**

The funding will be conditional however, in keeping with other grants does not appear onerous.

**(c) Social Implications**

The RDRP recognises the need for Community engagement and education in advance of drought events.

**(d) Environmental Implications**

The implementation of a RDRP, better utilisation of existing assets and responsibly managing operational costs, have positive environmental implications.

**(e) Economic/Asset Management Implications**

The RDRP economic and Asset Management process is to:

- grow self-reliance and performance of the agricultural sector.
- improve the natural capital of agricultural landscapes for better environmental outcomes.

strengthen the wellbeing and social capital of rural, regional, and remote communities. Strong community and diverse regional economies are core objectives of the NSW Government, providing both short- and long-term opportunities to strengthen drought resilience.

**(f) Risk Implications**

To collect data to enable evaluation of future risk to the water supply and gather general information on the water network. The lack of a Drought Management Strategy has been identified as a risk. As a result, the implementation of a RDRP is expected to assist in mitigating this risk.

**CONCLUSION**

*We need to manage drought*, like our health and not wait for crisis when it's too late as well as the *need to normalise drought* by ensuring there are pre-drought, drought and post drought strategies in place – we can't eliminate drought, but we can mitigate the crisis.



**RECOMMENDATION****That Council**

- 1. Endorses the Regional Drought Resilience Plan 016 (2025 edition) and understand that the document is a living document and can be changed, altered and updated to reflect environmental changes.**
- 2. Endorses the FNWJO's recommendation to undertake the following implementation projects as part of the Regional Drought Resilience Funding**
  - (a) Project 1 – Water Security Baseline Project**
  - (b) Project 2 – Drought Preparedness – Education and Social Revitalisation**
- 3. Delegates authority to the Executive Officer of the Far Northwest Joint Organisation to execute the funding deed and project deliverables.**

**10.10 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 Planning, Regulatory and Compliance Services section for the past month. This progress report considers town planning and strategic land use planning, compliance and regulation, environmental management and public health.

**BACKGROUND**

The Planning, Regulatory & Compliance Services section focuses on all town planning and environmental planning matters including regulation and compliance, public health requirements, waste management, and environmental management considerations.

Strategic Land Use Planning refers to updates to Council's planning instruments and is also included. This report provides a summary of activities undertaken during 2024.

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

- Compliance and Regulation

The *Local Government Act 1993*, *Environmental Planning and Assessment Act 1979* ('EP&A Act') and *Protection of the Environment Operations Act 1997* are the main legislation providing provisions around environmental management. Compliance and regulation enforce individuals, organisations and businesses to comply with the relevant act or regulation. Environmental management can include the atmosphere, built environment, heritage, land, and water.

- Development Application Information

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

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

These types of development applications are rare.

- Strategic Land Use Planning

This relates any potential amendments to Council's planning instruments such as the Coonamble Local Environmental Plan or Council's Development Control Plans. Council staff also attend forums, committees and workshops around strategic land use planning, and this information will be provided to Council for information.

- Environmental Management

Opportunities exist for Council to promote ecologically and environmentally sustainable land use and development, initiatives, and programs. Information under this topic will be reported when opportunities present 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 on how many animals were rehomed and euthanised. Information on dog attacks is also provided.

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

P3.1.2. Inspection of Food Premises.

I3.3.1. Implementation Waste Management recommendations.

EN1.1.1. Enforcement of environmental regulations.

EN.1.1.2. Continue to review Local Environmental Plan.

EN.1.1.3. Ensure compliance with NSW Building Certification.

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

EN.1.1.5 Approvals completed within timeframe required.

P2.2.4 Controlling straying animals.

**(b) Financial Considerations**

There are no direct financial considerations with this report.

## **COMMENTARY**

### **Development Applications Issued Under Delegated Authority**

Information provided within this section of the report provides Council with information on what has been determined for the month under delegated authority and not subject to Council's endorsement or approval.

Individual development applications that require the elected Council's approval will be under its own separate Council business paper report with the recommendation to determine the application as either 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.

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

<b>December 2024 and January 2025</b>			
<b>Application Number</b>	<b>Description of Works</b>	<b>Address of Proposed Works</b>	<b>Approved Date</b>
<b>Development Applications</b>			
DA031/2024	New Transportable Dwelling and Car Port	114 Bramble Road, Coonamble	3/12/2024
DA033/2024	New Dwelling	261 Carinda Road, Coonamble	18/12/2024
DA034/2024	New Dwelling	261 Carinda Road, Coonamble	18/12/2024
DA035/2024	New Dwelling	261 Carinda Road, Coonamble	18/12/2024
DA038/2024	Inground Pool	11 Sydney Street, Coonamble	10/12/2024
DA042/2024	Modification of DA024/2024	45B Dubbo Street, Coonamble	15/1/2025
<b>Occupation Certificates</b>			
OC026/2022	Alterations and additions to centre based childcare centre	45A Dubbo Street, Coonamble	17/12/2024
<b>Construction Certificate</b>			
CC038/2024	Inground Pool	11 Sydney Street, Coonamble	10/12/2024
CC040/2024	Detached 24m x 12m Shed with 4m x 24m Awning	98 Carinda Road, Coonamble	11/12/2024
CC/036/2025	Inground Pool	8795 Castlereagh Hwy, Coonamble	11/12/2024
CC026/2024	Detached 20m x 12m x 6m storage shed	Quambone Road, Coonamble	18/12/2024
CC/038/2023	Erect new 5 bedroom dwelling	1683 Billeroy Road, Coonamble	18/12/2024

**Saleyards**

A cattle sale was held on 15 January 2025 with 1139 cattle sold. A sale is due to be held on 29 January 2024. The figures below are based on the information available to 28 January 2025

**Saleyards**

	<b>December</b>	<b>January</b>	<b>Year to Date</b>	
Income	0	27	72,960.63	
Expenditure	5,745	2184	70,885.62	
	<b>-\$5,745</b>	<b>-\$2,157</b>	<b>\$2,102</b>	<b>Surplus</b>

**Truck Wash**

The financial report for November & December 2024 and January 2025 (as at 28 January) is provided below:

**Truck Wash**

	<b>November</b>	<b>December</b>	<b>January</b>	<b>Year to Date</b>	
Income	6368	0	8708	36,939.62	
Expenditure	653	698	485	4,893.31	
	<b>\$5679</b>	<b>-\$698</b>	<b>\$8223</b>	<b>32,046.31</b>	<b>Surplus</b>

**Companion Animals**

The Regulatory Officer’s report is provided for November and December 2024 and January 2025. The following is a summary of companion animal statistics.

<b>CORRESPONDENCE</b>	<b>November 2024</b>	<b>December 2024</b>	<b>January 2025</b>	<b>YTD 2024/2025</b>
Infringements (Animals)	0	0	0	2
Infringements (Other)	0	0	0	0
Change of Details	8	2	1	18
Microchipped dogs	2	0	1	7
Registrations	1	2	0	9

**Dog attacks**

Two (2) dog attacks were reported during December 2024.

In one incident, several chickens were killed in Gulargambone with the attacking dog surrendered to Council and euthanised.

In the second incident, a person aged 16+ received minor injuries. Investigations are continuing.

One dog attack was reported during January 2025.

A person aged 16+ was injured. The attacking dog was seized and euthanised.

**Derelict Buildings and Overgrown Vegetation**

Council's Regulatory Officers have commenced an audit of derelict properties in Quambone. Further information regarding the audit will be provided to the March meeting.

Council staff have previously issued three (3) orders under the Local Government Act 1993 requiring the demolition of fire-damaged dwellings. These orders have not been complied with. As a result, quotations were sourced for Council to carry out the terms of the order. The cost for demolition of each dwelling is in the vicinity of \$50,000. No budget allocation is currently available for the work to be carried out.

Accordingly, a request has been made in the quarterly budget review for the funds to carry out the demolition of one of the buildings. A further allocation will be requested for the 2025/2026 budget of \$200,000 so there are funds available to carry out works as a result of the audit currently being undertaken in Quambone.

**Companion Animal Seizure and Impounding Activities - Month: November**

**as at 28 November 2024**

<b>Seizure Activities:</b>	<b>Dogs</b>	<b>Cats</b>
Seized	2	0
Returned to Owner	2	0

<b>Impounding Activities:</b>	<b>Dogs</b>	<b>Cats</b>
Animals in pound at start of month	4	0
<b>Incoming Animals</b>	<b>Dogs</b>	<b>Cats</b>
Transferred from seizure activities	0	0
Abandoned or Stray	12	16
Surrendered	5	0
<b>Total Animals in Pound</b>	<b>21</b>	<b>16</b>

<b>Outgoing Animals</b>	<b>Dogs</b>	<b>Cats</b>
Released to Owner	3	0
Euthanised	0	0
Released to Rehoming Organisation	7	11
Sold	0	0
Died at Pound	0	0
Stolen from Pound	0	0
Escaped from Pound	0	0
<b>Total Animals Leaving Pound</b>	<b>10</b>	<b>0</b>
Animals in Pound at end of Month.	11	5

**(a) Governance/Policy Implications**

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

**(b) Legal Implications**

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.**



**10.11 PLANNING PROPOSAL TO REZONE COUNCIL OWNED LAND****File Number:** T-4**Author:** Lesley Duncan-Building & Compliance Manager**Authoriser:** Barry Broe, Director Community, Planning, Development and Environment**Annexures:** 1. PP002/2024 Planning Proposal - Industrial Land (under separate cover) **PURPOSE**

The purpose of this report is to gain the endorsement of Council to submit a planning proposal to the Department of Planning, Housing and Infrastructure for gateway determination to rezone the land at the old sheepyards site to industrial land.

**EXECUTIVE SUMMARY**

Council staff have prepared a planning proposal for submission to the Department of Planning, Housing and Infrastructure.

Planning Proposal PP002/2024 seeks to rezone land that is the site of the former sheepyards from RU1 Primary Production to E4 General Industrial. The purpose of this proposal is to provide additional industrial land as the remaining lots in the Hooper Drive Industrial estate have been sold and having industrial land available is vital to support industry growth and development.

**BACKGROUND****The importance of industrial land for a local economy**

Industrial land is one of the leading factors driving economic growth in developing nations. The availability of industrial land is critical for industry and businesses to locate activities and expand their operations. Industrial land plays a crucial role in economic development and serves as the primary location for manufacturing facilities, warehouses, storage, and other industrial operations.

Getting more land available in the Shire will support the growth of various industries, making it a driving force for economic development and facilitating business expansion. Unlike residential or commercial land, industrial land has specific zoning regulations and permits that allow for industrial activities. These regulations ensure efficient use of space, economies of scope and scale, business agglomeration and proper infrastructure for industrial operations.

Investing in industrial land will improve economic growth and contribute to the Shire's socio-economic stability. Industrial land is a fundamental component of urban areas, driving economic progress and supporting various industries. Its strategic use and development are essential for our sustainable growth.

**Old Sheepyards Site**

Recently, Council sold the last remaining lots in the Hooper Drive Industrial Estate, leaving no available industrial land in Coonamble. The site of the former sheepyards was identified as land suitable for rezoning to E4 General Industrial.

The site best meets the criteria used to identify suitable industrial land – including separation from residential areas, good transport access, visibility from major roads,

availability of utility infrastructure nearby and a size large enough to allow a variety of block sizes to be offered.

The disused sheepyards have now been demolished and the land is now vacant. The land is currently zoned RU1 Primary Production, but it is unlikely to be used for agricultural activities given its location on the urban fringe and its relatively small area (for primary production).

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

Both planning proposals are consistent with Goal 6 of the Community Strategic Plan – Our economy is sustainable, prosperous and diversified.

**(b) Financial Considerations**

There are no financial considerations relevant to this report, apart from any costs to Council to develop the Sheepyards site.

**COMMENTARY**

Council staff have prepared a planning proposal to rezone this Council owned land as described below.

Planning Proposal PP002/2024 seeks to rezone the following land:

<b>Old Sheepyards Industrial Estate</b>		
<b>Legal Description</b>	<b>Current Zone</b>	<b>Proposed Zone</b>
Lot 240 DP754199	RU1 Primary Production	E4 General Residential

The purpose of this planning proposal is to rezone land to allow for future industrial development. There is currently a very limited supply of suitable industrial zoned land as the last available land in the current industrial estate has been sold. The proposal will also seek to amend the minimum lot size for subdivision on the land being Lot 240 DP754199 from 1000 hectares to nil.

The Planning Proposal documents provide an analysis of the physical and strategic planning constraints and opportunities and considers the relevant environmental, social and economic impacts of the proposal and its strategic merit.

Each proposal has strategic merit and is in the public interest for the following reasons:

- The proposal will not create any unacceptable environmental or social impact.
- Planning Proposal PP001/2024 will provide additional tourism opportunities and expenditure in the local economy.
- The proposed amendments in PP002/2024 will encourage the orderly development and availability of industrial land.

The planning proposal process is generally split up into six stages and the table below provides a summary of these stages:

<b>Stage 1 – Pre-Lodgement</b>	A scoping proposal is provided to the Department and advice received in relation to the proposal to proceed with the Planning Proposal.
<b>Stage 2 – Planning Proposal</b>	The planning proposal is lodged via the NSW Planning Portal, and Council needs to consider whether to support or not support the proposal. If supported, the application will be referred to the Department for Gateway Determination.
<b>Stage 3 – Gateway Determination</b>	<p>The Gateway Determination is a key assessment point for the planning proposal and is undertaken by the Department. The Department will review the strategic and site-specific merit of a proposal and determine whether the planning proposal should proceed. The Gateway Determination is a checkpoint in the process to ensure that planning proposals without strategic merit are stopped before resources are committed.</p> <p>The Gateway Determination is undertaken by the Department. Even if Council has supported the proposal and sent it to the Department for Gateway Determination, the Department may choose to not support the proposal. This is beyond the control of Council</p>
<b>Stage 4 – Post Gateway</b>	This stage enables a review of the Planning Proposal and to action conditions of the Gateway Determination prior to public exhibition. Once these requirements have been met, the updated Planning Proposal will be reviewed by the Department. If the Department is satisfied with the outcomes, the Planning Proposal will progress to public exhibition.
<b>Stage 5 – Public Exhibition and Assessment</b>	<p>Community participation and public exhibition are integral to the Local Environmental Plan making process. Consultation gives the community and government agencies a say on the merits of proposals prior to any final decision being made.</p> <p>Once exhibition is completed, the Planning Proposal is evaluated and assessed; and comments and concerns are addressed as appropriate. Based on this evaluation, a determination whether the LEP should be amended in accordance with the planning proposal will be made.</p>
<b>Stage 6 – Finalisation</b>	<p>This is the last stage in the Planning Proposal process and generally leads to the making of the LEP amendments, unless the proposal is not supported.</p> <p>If supported, by the end of this stage, the updated LEP will be made, notified and come into effect for the subject property. From the point of notification, the updated controls will apply to the property.</p>

**(a) Governance/Policy Implications**

The planning proposal relates to Council owned land. Accordingly, Council will not seek to act as the planning proposal authority.

Public exhibition of the planning proposal will be carried out in accordance with Council's Community Participation Plan.

**(b) Legal Implications**

Sections 3.31, 3.32, 3.33, 3.34, 3.35, 3.36 and 3.37 of the *Environmental Planning and Assessment Act 1979* are applicable to the planning proposals.

**(c) Social Implications**

The planning proposal will be publicly exhibited once a gateway determination has been received.

**(d) Environmental Implications**

There are no environmental implications resulting from this report.

**(e) Economic/Asset Management Implications**

Proceeding with the planning proposal will provide long term economic benefits to the community.

There are no asset management implications resulting from this report.

**(f) Risk Implications**

There is a risk that the proposed rezoning may not receive a gateway determination. Should this occur future projects that rely on industrial land may not be able to proceed.

**CONCLUSION**

The planning proposal has been prepared in accordance with the NSW Department of Planning, Housing and Infrastructure Local Environmental Plan Making Guideline. The planning proposal has addressed the physical and strategic planning constraints and opportunities, taking into account the relevant environmental, social and economic impacts, as well as the strategic merit of the planning proposal.






















**RECOMMENDATION****That Council**

- 1. Endorse Planning Proposal PP002/2024 for the Old Sheepyards Industrial Estate and forward it to the Minister for Planning seeking an amendment to the Coonamble Local Environmental Plan 2011 and request that a Gateway Determination be issued, excluding the delegation of Plan making powers, to enable the**

**public exhibition of the Planning Proposal pursuant to the *Environmental Planning and Assessment Act 1979*.**

- (a) Upon receipt of a Gateway Determination for PP001/2024 under Section 3.34 of the Environmental Planning & Assessment Act 1979, places the Planning Proposal and any supporting material on public exhibition pursuant to any requirements of the Gateway Determination and Schedule 1, Clause 4 of the *Environmental Planning and Assessment Act 1979*; and**
- (b) Subject to the conditions of the Gateway Determination, undertakes those actions necessary to address outstanding matters.**

**10.12 DA037/2024 - MOONYA FEEDLOT EXPANSION**

- File Number:** DA037/2024
- Author:** Lesley Duncan-Manager Regulatory, Planning & Compliance Services
- Authoriser:** Barry Broe, Director Community, Planning, Development and Environment
- Annexures:**
1. **Development Assessment Report - DA037/2024 (under separate cover)** 
  2. **EPA General Terms of Approval (under separate cover)** 
  3. **Environmental Impact Statement (under separate cover)** 
  4. **Appendix A Project Drawings (under separate cover)** 
  5. **Appendix C Soil and Water Impact Statement (under separate cover)** 
  6. **Appendix D Biodiversity Assessment Report (under separate cover)** 
  7. **Appendix E Traffic Impact Assessment (under separate cover)** 
  8. **Appendix F Odour Impact Assessment (under separate cover)** 
  9. **Appendix G Noise and Vibration Assessment (under separate cover)** 
  10. **Appendix H Aboriginal Cultural Heritage Due Dilligence Assessment (under separate cover)** 
  11. **Appendix I Visual Impact Assessment (under separate cover)** 
  12. **Appendix J Flood Impact Assessment (under separate cover)** 
  13. **Submission 1**  
  14. **Submission 2 (under separate cover)** 
  15. **Submission 3 (under separate cover)** 
  16. **Submission 4 (under separate cover)** 
  17. **Transport for NSW Response (under separate cover)** 
  18. **Department of Primary Industries Response (under separate cover)** 
  19. **WaterNSW Response (under separate cover)** 
  20. **Dept of Planning & Environment - Water Response (under separate cover)** 

**PURPOSE**

The purpose of this report is to present Council with the Development Assessment Report for Development Application DA037/2024 for Intensive Livestock Agriculture (Cattle Feedlot – increase capacity from 10,000 head to 30,000 head, construction of additional feedlot pens, cattle handling facility, silage pits, flood levee, stock lanes and feed alleys, drains ponds and vehicle access) at 701 Quambone Road, Coonamble - Lot 113 DP754199, Lot 119 DP754199, Lot 121 DP754199, Lot 124 DP754199 and Lot 1 DP1124929.

## EXECUTIVE SUMMARY

DA037/2024 relates to an increase in the feedlot capacity from the currently approved 10,000 head to a maximum capacity of 30,000 head of cattle. Consent is also sought for the construction of 91 new feedlot pens on the eastern side of the existing feedlot. The site currently comprising the original feedlot of 65 pens is located on Lot 119 DP 754199. In 2024 an application (DA040/2023) for the construction of 26 new pens was approved by Council and is currently under construction to the immediate east of the existing pens and is also contain within Lot 119. The purpose of DA040/2023 was to facilitate ongoing repairs and maintenance to the existing feedlot without the need to destock. Land surrounding the site is zoned RU1 Primary Production under Coonamble Local Environmental Plan 2011.

In accordance with the *Environmental Planning and Assessment Act 1979*, the proposal is designated development, and Council is the consent authority. The threshold for designated development for a cattle feedlot is 1,000 head of cattle. The assessment of the proposal concludes that the development documentation has been completed to a standard that allows a thorough assessment of the proposed emergency services facility. Site inspections have verified the proposal can be carried out to meet the requirements of the Building Code of Australia. The proposed development is assessed to be consistent with the Coonamble Local Environmental Plan 2011 and all relevant State Environmental Planning Policies. The proposal fits in the locality and there are no significant impacts on the site or on adjacent lands and roads that cannot be properly addressed through appropriate conditions of consent.

It is recommended that the development application be approved, subject to the application appropriate conditions.

## BACKGROUND

Council is in receipt of a development application submitted on 23 November 2024. DA030/2023 proposes to increase capacity from 10,000 head to 30,000 head, construction of additional feedlot pens, cattle handling facility, silage pits, flood levee, stock lanes and feed alleys, drains ponds and vehicle access) at 701 Quambone Road, Coonamble.

The application was notified to landowners within a 5 kilometre radius of the feedlot for a 28-day period from November 6, 2024, to December 4, 2024. The proposal was advertised twice in the Coonamble Times during this exhibition period. Additionally, the Council issued a media release on November 30, 2024, to further inform the community about the exhibition period. Four submissions were received: one objected to the proposal, one offered in-principle support with some concerns, and two supported the application.

### (a) Relevance to Integrated Planning and Reporting Framework

This report relates to the 2024-2025 Delivery Plan Action E.1.1 – Implement planning and development approvals process which enhances operational efficiencies.

### (b) Financial Considerations

The fees for this application were \$34,195 which includes a NSW Planning Reform Levy of \$14,080. All fees have been paid in full.

**COMMENTARY**

The development application has been assessed in accordance with section 4.15 of the *Environmental Planning and Assessment Act 1979*.



**(a) Governance/Policy Implications**

Section 375A of the *Local Government Act 1993* states the following:

Recording of Voting on Planning Matters'

(1) *In this section,*

*“planning decision” means a decision made in the exercise of a function of a council under the Environmental Planning and Assessment Act 1979 –*

*(a) including a decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but*

*(b) not including the making of an order under Division 2A of Part 6 of that Act*

*(2) The general manager is required to keep a register of containing, for each planning decision made at a meeting of the council or a council committee, the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.*

*(5) This section extends to a meeting that is closed to the public.*

**(b) Legal Implications**

The approval of the development application for the alteration and additions to an Intensive Livestock Agriculture (Cattle Feedlot – increase capacity from 10,000 head to 30,000 head, construction of additional feedlot pens, cattle handling facility, silage pits, flood levee, stock lanes and feed alleys, drains ponds and vehicle access) at 701 Quambone Road, Coonamble is permissible under the *Environmental Planning and Assessment Act 1979* and the *Coonamble Local Environmental Plan 2011*.

**(c) Social Implications**

There are no direct social implications arising from this report that have not been addressed in the development assessment report and through the proposed conditions recommended to be adopted by Council.

**(d) Environmental Implications**

There are no direct environmental implications arising from this report that have not been addressed in the development assessment report and through the proposed conditions to be adopted by Council.

**(e) Economic/Asset Management Implications**

There are no direct economic/asset management implications arising from this report that have not been addressed in the development assessment report and through the proposed conditions to be adopted by Council.

**(f) Risk Implications**

There are no direct risk implications arising from this report.

**CONCLUSION**

It is recommended that Coonamble Shire Council approve DA037/2024 for Intensive Livestock Agriculture (Cattle Feedlot – increase capacity from 10,000 head to 30,000 head, construction of additional feedlot pens, cattle handling facility, silage pits, flood levee, stock lanes and feed alleys, drains ponds and vehicle access) on Lot 113 DP754199, Lot 119 DP754199, Lot 121 DP754199, Lot 124 DP754199 and Lot 1 DP1124929., 701 Quambone Road, Coonamble.

**RECOMMENDATION**

**That Council approves DA037/2024 for Intensive Livestock Agriculture (Cattle Feedlot – increase capacity from 10,000 head to 30,000 head, construction of additional feedlot pens, cattle handling facility, silage pits, flood levee, stock lanes and feed alleys, drains ponds and vehicle access) on Lot 113 DP754199, Lot 119 DP754199, Lot 121 DP754199, Lot 124 DP754199 and Lot 1 DP1124929., 701 Quambone Road, Coonamble, subject to the following conditions:**

- 1. The development being carried out in accordance with the development application and supporting documentation except where amended by the following conditions:**

<b>Plan Title</b>	<b>Drawing No.</b>	<b>Rev.</b>	<b>Date</b>
<b>Development Application Plans and Documentation prepared by Premise</b>			
<b>Title Sheet &amp; Schedule of Drawings</b>	<b>C001</b>	<b>D</b>	<b>22/10/2024</b>
<b>Existing Layout Plan</b>	<b>C002</b>	<b>D</b>	<b>22/10/2024</b>
<b>Proposed Layout Plan</b>	<b>C003</b>	<b>D</b>	<b>22/10/2024</b>
<b>Bulk Earthworks Proposed Feedlot Pens Layout</b>	<b>C004</b>	<b>D</b>	<b>22/10/2024</b>
<b>Preliminary Concept Bulk Earthworks Cut-Fill Plan</b>	<b>C005</b>	<b>D</b>	<b>22/10/2024</b>
<b>Environmental Impact Statement</b>	<b>-</b>	<b>C</b>	<b>22/10/2024</b>
<b>Soil and Water Impact Assessment</b>	<b>-</b>	<b>B</b>	<b>8/10/2024</b>

<b>Visual Impact Assessment</b>	-	<b>B</b>	<b>30/9/2024</b>
<b>Traffic Impact Assessment</b>	-	<b>B</b>	<b>4/10/2024</b>
<b>Aboriginal Cultural Heritage Due Diligence Assessment (redacted)</b>	-	<b>B</b>	<b>4/10/2024</b>
<b>Flood Impact Assessment</b>	-	<b>C</b>	<b>22/10/2024</b>
<b>Report prepared by Assured Environmental</b>			
<b>Noise and Vibration Impact Assessment</b>	-	<b>R0</b>	<b>19/06/2024</b>
<b>Odour Impact Assessment</b>	-	<b>R1</b>	<b>13/08/2024</b>
<b>Report prepared by Ecology Consulting</b>			
<b>Biodiversity Assessment Report</b>	-	<b>v1.0</b>	<b>24/05/2024</b>

### Capacity

2. The approved capacity of the feedlot is limited to 30,000 head of cattle

### Prior to Issue of a Construction Certificate

3. Construction work with a value greater than \$25,000 or more requires payment of the NSW Governments Long Service Levy prior to release of any construction certificate. Evidence of payment must be provided to the registered certifier to allow release of any construction certificate. Payments should be made direct to the corporation at the following website <https://www.longservice.nsw.gov.au/>

### Prior to Commencement of Works

4. Prior to the commencement of construction works, the Applicant is to obtain a Construction Certificate from either Council or Registered Certifier, certifying that the proposed works are in accordance with the Building Code of Australia and applicable Council Standards prior to any building works commencing.

**Note:** It is the responsibility of the Applicant to ensure that the development complies with the Building Code of Australia and applicable Council Standards in the case of building work. This may entail alterations to the proposal so that it complies with these standards.

5. The applicant is to submit to Coonamble Shire Council, at least two days prior to the commencement of any works, a 'Notice of Commencement of Building or Subdivision Works' and 'Appointment of Principal Certifier'.

### During Construction

6. No nuisance or interference with the amenity of the area is to be created by reason of any process or operation on the premises causing the emission of noise, dust, smoke or any polluted discharge whatsoever.
7. Construction work involving the use of electric or pneumatic tools or other noisy operations shall be carried out only between 7.00 am and 6.00 pm on weekdays and 8.00 am and 1.00 pm on Saturdays. No work on Sundays or Public Holidays is permitted.
8. Throughout the course of construction operations on the land, toilet facilities are to be provided, at or in the vicinity of the work site. Toilet facilities are to be provided at a rate of one toilet for every 20 persons or part of 20 persons employed at the site.
9. All building rubbish and debris, including that which can be windblown, shall be contained on site in a suitable container for disposal at an approved Coonamble Shire Council Waste Landfill Depot. The container shall be erected on the building site prior to work commencing and shall be maintained for the term of the construction to the completion of the project.

Note: No building rubbish or debris shall be placed or permitted to be placed on any adjoining public reserve, footway or road.

Note: The waste container shall be regularly cleaned to ensure proper containment of the building wastes generated on the construction site.

### Upgrade to Intersection with Quambone Road

10. The access from Quambone Road is to be upgraded to the minimum required intersection treatment, being a rural Basic

**Auxiliary Left/Basic Auxiliary Right (BAL/BAR), as per Austroads Guide to Road Design – Part 4a Unsignalised and Signalised Intersections to facilitate safe and efficient movement of vehicles accessing the site. The applicant is to submit to Council detailed plans of the proposed road construction works together with an application under s138 of the Roads Act 1993 prior to the commencement of any works within the road corridor.**

### **Protection of Aboriginal relics**

**11. Should Aboriginal relics be discovered work shall cease immediately and application be made for an Aboriginal Heritage Impact Permit under the provisions of the NSW National Parks and Wildlife Act 1974.**

### **Siding Springs Observatory – Maintaining Dark Sky**

**12. The development shall not contain:**

- (a) Outside light fittings other than shielded light fittings, or**
- (b) More than 7 shielded light fittings or more than 5 such light fittings that are not automatic light fittings, and**
- (c) Be likely to result in the emission of light of 50,000 lumens or more.**

**Outside light fitting means a light fitting that is attached or fixed outside, including on the exterior of a building.**

**Shielded light fitting means a light fitting that does not permit light to shine above the horizontal plane.**

### **Vegetation Buffer**

**13. A vegetation buffer is to be installed in accordance with the Odour Impact Assessment prepared by Assured Environmental and dated 13 August 2024. Detailed plans showing the layout and species of tree are to be submitted to Council prior to commencement of any vegetation planting.**

### **Visual Amenity**

**14. Mitigation works are to be carried out as detailed in Part 5 of the Visual Impact Assessment (VIA) prepared by Premise and**

dated 30 September 2024. The following plans are required to be submitted to Council prior to any commencement the works identified in the VIA:

- a. Plan showing trees to be retained
- b. Plan of temporary and permanent access. All access roads are to minimise vegetation removal, changes to landform and visual impacts.
- c. Lighting plan for construction compound that complies with AS4282-2019 Control of obtrusive effects of outdoor lighting and complies the requirements of s.5.14 Siding Spring Observatory – maintaining dark sky.

### **Flood Levee**

15. Prior to the commencement of any works on the flood levee, the applicant is to consult with Water NSW and obtain approval under s90(4) of the Water Management Act 2000. If approval under the Water Management Act 2000 is not required, documentary evidence is to be provided to Council.

### **Odour**

16. A vegetation buffer a minimum of 10 m wide is to be planted as detailed in section 7.3 Buffer Design in the Odour Impact Assessment prepared by Assured Environmental and dated 13 August 2024. The vegetation buffer is to be planted along the southern, eastern and north-eastern sides of the facility. A detailed plan of the vegetation buffer is to be provided to Council for approval prior to any planting taking place.

### **Prior to Occupation or Commencement of Use**

17. Prior to the occupation or use of the development, an Occupation Certificate must be obtained from the Principal Certifier for the subject development and all conditions of development consent fully complied with.

### **Prescribed Conditions under the Environmental Planning and Assessment Regulation 2000**

18. A development consent for development that involves any building work must be issued subject to the following conditions:

- (a) that the work must be carried out in accordance with the requirements of the Building Code of Australia, in force on the date of the application.
- (b) in the case of residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance must be entered into and be in force before any building work authorised to be carried out by the certificate commences.

**Note:** This condition does not limit any other conditions to which a complying development certificate may be subject, as referred to in section 85A (6) (a) of the Act.

**Note:** This condition does not apply:

- (a) to the extent to which an exemption is in force under clause 187 or 188, subject to the terms of any condition or requirement referred to in clause 187 (6) or 188 (4), of the Environmental Planning and Assessment Regulation 2000, or
- (b) to the erection of a temporary building, other than a temporary structure that is used as an entertainment venue.

**Note:** In this condition, a reference to the Building Code of Australia is a reference to that Code as in force on the date the application for the relevant complying development certificate is made.

**19.A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:**

- (a) showing the name, address and telephone number of the principal certifying authority for the work, and
- (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
- (c) stating that unauthorised entry to the site is prohibited.

**Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.**

**Note: This condition does not apply in relation to building work, subdivision work or demolition work that is carried out inside an existing building, that does not affect the external walls of the building.**

**Note: This condition does not apply in relation to Crown building work that is certified, in accordance with section 109R of the Act, to comply with the technical provisions of the State's building laws.**

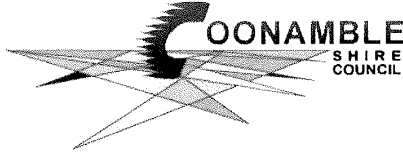
**Note: This condition applies to a complying development certificate issued before 1 July 2004 only if the building work, subdivision work or demolition work involved had not been commenced by that date.**

**Note: Principal certifying authorities and principal contractors must also ensure that signs required by this clause are erected and maintained (see clause 227A which currently imposes a maximum penalty of \$1,100).**

## **EPA General Terms of Approval**

**See Attachment A**





Work Order No: 0358/2025

Allocated to EMP: Lesley Duncan

Priority: Routine

Created By: 50

### Customer Request

Date Requested: 29-11-2024 9:02:53 AM

Requested By: [Redacted]

Customer Request Location:

Phone: [Redacted]  
Mobile: [Redacted]  
Email: [Redacted]

Request Category: G1 - OTHER

#### Work Order Summary

[Redacted] has made a request through Logo Pogo -  
As a town resident i object to the expansion due to the smell we have to put up with. Its very hard to explain to new residents why the town stinks from the smell of the feedlot. way too close to town. Why are they not utilising the other property they have just purchased.

#### Notes:

[Empty notes box]

#### Status:

[Empty status box]

Resolved By: \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_ Time \_\_\_\_\_ AM / PM


How was customer advised Personally / Phone / Letter / Not Advised

#### Action Taken:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

All Customer Requests are to be actioned ASAP and this form to be completed and returned to the office. Weekly reports are provided to managers on Customer Request status.

### 10.13 COUNCILLOR REQUESTS FOR INCLUSION IN THE DRAFT 2025/26 OPERATIONAL BUDGET.

**File Number:** Finance Estimates - E6-1  
**Author:** Deborah Tatton-Manager Finance & Procurement  
**Authoriser:** Bruce Quarmby, Director Corporate Services  
**Annexures:** 1. Councillor Request form [↓](#) 

#### PURPOSE

The purpose of this report is to request Councillors provide management with information regarding projects that they wish Council to include for consideration as part of the upcoming 2025/26 draft Operational Budget and Plan process.

#### BACKGROUND

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

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

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

#### (a) Relevance to Integrated Planning and Reporting Framework

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

#### (b) Financial Considerations

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

#### COMMENTARY

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

One of these processes is to provide Councillors with the opportunity to put forward requests for items to be considered in the upcoming draft Operational Plan and Budget. To facilitate this process a copy of the Councillor form – 2025/26 Estimates Request Form has been attached to this report as an annexure. Separate additional copies of this form will be made available at the meeting for Councillors to complete and return to Council's finance department.

In completing the forms Councillors are requested to provide a brief description of the project / works, along with a preliminary estimate of the costs of the project. Council will note that at the bottom of the estimates request form is a section for Councillors to identify a proposed funding source to allow for the project / works to be undertaken. (Please do not hesitate in this regard to have a discussion with the General Manager or the Director Corporate Services). The completed forms are requested to be returned by the 7 March 2025.

It should be noted that all items suggested by Councillors will be assessed and prioritised against the Community Strategic Plan. It is the responsibility of Council through the IP&R process to adopt priorities that can be accommodated within the available resources and funding available.

Once all the necessary information, along with the Councillor requests, has been compiled a budget workshop will be held for Council and management to work through the 2025/26 draft estimates.

**(a) Governance/Policy Implications**

The draft Operational Plan 2025/26, once prepared and adopted by Council, will set the overarching direction for Council for the upcoming financial year.

**(b) Legal Implications**

There are no legal implications arising from this report.

**(c) Social Implications**

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

**(d) Environmental Implications**

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

**(e) Economic/Asset Management Implications**

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

**(f) Risk Implications**

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

## **CONCLUSION**

It should be noted that all items suggested by Councillors will be assessed and prioritised against the Community Strategic Plan. It is the responsibility of Council through the IP&R process to adopt priorities that can be accommodated within the available resources and funding available.

Once all the necessary information, along with the Councillor requests, has been compiled a budget workshop will be held for Council and management to work through the 2025/26 draft estimates and priorities.

Work has commenced on preparing the 2025/26 draft Operational Plan and Budget for Council's consideration. An important part of the preparations is providing Councillors with an opportunity to put forward items that they wish to consider including in the upcoming Operational Plan and Budget. To ensure that management has adequate time to properly collate the necessary data required to prepare a set of draft estimates for Council's consideration, all Councillor requests are requested to be returned to Council's Finance department by the 7 March 2025.

### **RECOMMENDATION**

- 1. That Council receive and note the contents of the report suggesting items to be considered for inclusion in the draft 2025/26 Budget.**
- 2. That Councillor suggestions for items to be considered for inclusion in the draft 2025/26 Operational Plan and Budget be returned to Council's Corporate Services Department by 7 March 2025.**



**COUNCILLOR BUDGET REQUEST  
COONAMBLE SHIRE COUNCIL - BUDGET ESTIMATES 2025/26**

Date \_\_\_\_\_

Name of Project \_\_\_\_\_

Description of work to be undertaken \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DETAILS OF ESTIMATE	AMOUNT
Total	

**FUNDING SOURCE FOR BUDGET**

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

**Council Funds**

or

**Grant Funds**

**10.14 PROJECT PROPOSAL - HELLO COONAMBLE****File Number:** C17**Author:** Bruce Quarmby-Director Corporate Services**Authoriser:** Bruce Quarmby, Director Corporate Services**Annexures:**  
1. OBA Hello Coonamble [↓](#)   
2. Hello Coonamble Prospectus [↓](#) **PURPOSE**

To provide Council with updated information on the Hello Coonamble prospectus that was tabled to the December 2024 Council meeting for its consideration.

**BACKGROUND**

At the December 2024 Council meeting, a notice of motion was tabled requesting Council consider providing the necessary funding to allow the Hello Coonamble project to occur. After consideration Council passed the following resolution:

**RESOLUTION 2024/1**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Adam Cohen

**That Council resolves that:**

- 1. That Council staff liaise with representatives from Outback Arts to gain a better understanding of the project scope and its funding requirements.**
- 2. Following gaining this understanding, a report including a recommendation for funding, is to be brought back for Council's consideration at its February 2025 Council meeting.**

In line with this resolution, Council staff contacted representatives from Outback Arts and a meeting was held on the 14 January 2025. Outback Arts Executive Director, Jamie-Lea Trindall attended in person along with playwrights, Hannie Rayson and Michael Cathcart, attended remotely. Council was represented by the General Manager and the Director of Corporate Services.

A productive meeting was held, and Council representatives were able to gain a better understanding of both the project and what was being requested of Council.

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

L1.4.4 Governance is open and transparent.

**(b) Financial Considerations**

In total, as per the attached prospectus Council has been requested to fund the project to the value of \$50,000. However, Council should note that this figure is conditional on several funding assumptions within the prospectus remaining constant. If the basis of these assumptions were to change it could potentially see the amount of the contribution requested from Council increased.

**COMMENTARY**

As mentioned earlier in the body of this report a productive meeting was held between Council representatives and those from Outback Arts and the playwrights. During this meeting several issues were discussed, and the following facts clarified. In summary these are as follows:

- The request for funding is not a donation request, essentially it is a request for Council to fund the proposed project.
- From discussions with Outback Arts, it was clarified that the full amount of \$50,000 is required to allow the project to proceed.
- As the project timeline spans from commencement in June 2025, to 3 (three) performances in August 2025 a basic distribution of when the costs would be incurred as calculated. For Council's information this approximate distribution is as follows:
  - 2024/25 – Artist Fee, accommodation, and Travel - \$10,300 (approx.)
  - 2025/26 – Production and mentoring costs \$39,700.
- The project will work in conjunction with the Outback Theatre for Young People Program.
- Positive outcome hoped to be achieved from the project include:
  - Local community members will be upskilled in the creation and production of theatre.
  - Provide a community event for the whole of the community.
  - The opportunity to capture and recognise the diversity of the district and the community members who live within it.
- The project if funded, will provide Council with resource material and opportunities to promote Coonamble Shire Council to a wider audience.
- At the time of writing this report Outback Arts have yet to receive confirmation of the outcome of the \$10,000 FRRR grant application.
- The budget as provided has incorporated an allowance for lighting and sound of \$14,300, it should be noted that Outback Arts have received quotes for the services in the vicinity of \$20,000. As such they are currently trying to source an alternate supplier to fit within the budget constraints.
- The playwrights have undertaken several "Hello Projects" to which they have received positive feedback.

Should Council resolve to fund the project, it would be prudent of Council to request / implement the following measures to ensure that Council maximises the possible benefits from the production. These measures would be in summary:

- Ensure Council is granted the copyrights to the production and collateral.
- To arrange for and fund the recording of the production for use by Council
- Appoint one (1) contact staff member as Council liaison to co-ordinate the required support for the project.

**(a) Governance/Policy Implications**

The request to fund the proposed event falls within Council's current adopted 2024/25 Operational Plan. Should Council resolve to agree to fund the project it will be necessary to include the necessary budget adjustments within its current and upcoming Operational Budgets.

**(b) Legal Implications**

As part of its deliberations, it is advised that Council seek clarification of who would hold the copyright of the "Hello Coonamble" project.

**(c) Social Implications**

Should Council resolve to fund the project it is envisaged that it would have positive impact on not just the community members directly involved with the project, but the broader community as a whole.

**(d) Environmental Implications**

There are no direct environmental implications attached to this report.

**(e) Economic/Asset Management Implications**

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

**(f) Risk Implications**

The main risk associated with this project is associated with variations to the proposed project's budget. As mentioned in the body of this report these variations may come in the form of the FRRR grant application being unsuccessful or increased costs associated with the sound and lighting for the project.

**CONCLUSION**

The proposal for Council to fund the "Hello Coonamble" project as tabled will require Council to commit the undermentioned budget allocations.

- 2024/2025 - \$10,300
- 2025/2026 - \$39,700

Whilst the commitment from Council to fund the project is significant, should Council resolve to fund the project, the potential benefits from funding of such a project will have a positive flow on effect for the community.

**RECOMMENDATION**

- 1. That Council notes the information contained within this report.**
- 2. That Council requests that Coonamble Shire Council be granted all copyrights to the Hello Coonamble Project and its collateral.**



- 3. That conditional on Council being granted copyright to the production and collateral, Council resolves to agree to fund the “Hello Coonamble Project” to the value of \$50,000.**



02 6822 2484  
rado@outbackarts.com.au  
26 Castlereagh Street  
PO Box 28 Coonamble, NSW 2829  
[www.outbackarts.com.au](http://www.outbackarts.com.au)

January 2025

Att: Bruce Quarmby,  
Director Corporate Service

Thank you for meeting with the Hello Coonamble production team recently. As per our meeting discussions regarding the project we have indicated on the updated budget which financial year the project costs will be broken into.

The project is an incredible opportunity for our community, bringing internationally award winning playwright and nationally credited producer to live amongst the community for three months and help to tell and celebrate the story of Coonamble in live theatre.

As discussed this project timeline hasn't allowed the application or confirmation of external project funding although as you know there are small avenues being sought. We also note that with Councils full support the project will not require the security of underwriting the box office.

We would emphasise this project will be an extraordinary legacy for the community and Coonamble Shire Council if it is presented in its highest quality and that the community investment would be reflected in the external media coverage that the project will attract.

I look forward to speaking to this with the production team at the next Council meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "JL Trindall", written in a cursive style.

Jamie-Lea Trindall  
Executive Director  
OUTBACK ARTS

# HELLO COONAMBLE

LOCAL PEOPLE LOCAL STORIES  
PROSPECTUS 2025 PRODUCTION



**OUTBACKARTS.COM.AU**

Jamie-Lea Trindall Executive Director  
rado@outbackarts.com.au  
0419 629 818

Hannie Rayson and Michael Cathcart  
hannierayson@gmail.com  
0419 571 050



## PROJECT SUMMARY //

### WHAT IS HELLO COONAMBLE?

Hello, Coonamble! is a performance by local people, each one telling a three-minute story about an event which changed their life. There will be 20 stories in all. The stories might be funny, or tragic, or inspiring, or just plain odd.

The project is produced by Outback Arts, and convened by, Hannie Rayson and Michael Cathcart. Hannie and Michael move to the district for around three months. They attend local events, get to know the history of the region and ask people about their memories, hopes and ambitions. And all the time they are on the lookout for a diverse range of people who want to share their powerful stories.

They help each participant to shape and perform their story. This is the part of the process which takes the most time. Some people are keen and able to write their story themselves. Others need us to write a first draft. They will also plan to run workshops for young people which will culminate in them presenting two or three items in the show.

This is not an "open mic" night. This is a rehearsed and polished one-hour production with strong production values.

The aim is for a range of story-telling styles – and always looking for opportunities to include music, particularly singing. The venue will be Coonamble's fabulous Plaza theatre.

### MORE ABOUT THE TEAM

Hannie Rayson is one of Australia's best-loved playwrights (*Hotel Sorrento*, *Life After George*, *Inheritance*, *Two Brothers*). She is the author of 16 plays. Her book, *Hello, Beautiful!* tells stories from her own life. Hannie has performed a stage-version of *Hello, Beautiful!* in over 40 city and regional theatres. Her plays have been performed throughout Australia at all the major theatre companies. Internationally her work has been staged in London's West End, The New National Theatre of Tokyo, The New Kobe Oriental Hall, Japan, Helsinki City Theatre, The Centaur in Montreal, The National Theatre of Slovenia and many theatres in the UK, Europe and New Zealand.

Hannie's plays have won AWGIE Awards; Green Room Awards; Helpmann Awards; NSW Premier's Literary Awards; Victorian Premier's Literary Awards and the Age Performing Arts Award.

*LIFE AFTER GEORGE* is the only play ever to be nominated for the prestigious Miles Franklin Award.

Michael Cathcart is an award-winning writer. He taught Australian history at the University of Melbourne in the 1990s. Since 2001 he has been a presenter on ABC TV and ABC Radio National. For the past eight years he has presented *The Stage Show*, a weekly program about theatre, for Radio National. He started directing community theatre in the 1990s.

Additional partnership for this project as part of the Outback Arts partnership, Outback Theatre for Young People are coming on board. This will allow for increased support and engagement of the Coonamble Young people, including legacy work in professional development for Coonamble Amateur Theatre Crew who are interested in leading future youth drama works.

HELLO COONAMBLE PROSPECTUS - OUTBACK ARTS

**HOW THIS CAME ABOUT****PROJECT HISTORY //**

The Hello projects started in Victoria in 2017, when Hannie and Michael convened Hello, Healesville! at the invitation of the Yarra Ranges Council.

As you will see from the accompanying video, the event was a huge hit - and the connections which it forged between the performers remain strong.

Since then, there have been other successful, sell-out events called Hello, Snowy Valleys! and Hello, Queenscliff! Plans for Hello, Sorrento! are well-advanced.

**COMMUNITY BENEFITS**

- The project will use the Plaza Theatre - a key community asset, purchased by Outback Arts. The show will demonstrate to the community and audiences the place of this asset in their lives and community

- It will respect the social history of the theatre and use it as key element of the performance.

- Funding for this project allows the community to learn how to make theatre - and how to create performances which draw an audience.

- Our collaborative partnership with Outback Theatre for Young People will support us to work effectively with local young people, enable them to be involved and share their stories

- Hannie and Michael wish to reflect the diversity of the district - and expect that diversity to be reflected in the make-up of the audience.

- The project works in the belief that airing of other people's true stories encourages empathy and understanding, building a shared sense of history and hope for the future.

**TESTAMONIALS FOR PREVIOUS HELLO! PRODUCTIONS**

The organisations which backed the previous Hello! shows testify that they were popular successes which left a lasting impact on their communities.

Hello, Healesville! was *"One of the most highly successful community cultural engagement programs with which I have the great pleasure to be involved,"* says Malcolm Russell, who was then the Cultural Programs Officer, Yarra Ranges Council.

Likewise, Hello, Snowy Valleys! was *"One of the most effective and successful projects I have been involved with,"* says Paul Holton, who was Executive Director, Community and Corporate at the Snowy Valleys Shire Council.

Pauline Nunan is President of the Queenscliffe Writers' Festival which sponsored Hello, Queenscliffe! She writes *"The sense of community and joy was palpable for long after the actual events as evidenced by the many people who shared their enthusiasm over weeks and months afterward."*

\*CONFIDENTIAL NOTES regarding additional community benefits with Councillor Pip Goldsmith

HELLO COONAMBLE PROSPECTUS - OUTBACK ARTS

# DRAFT BUDGET //

Income Source	Amount	Expenditure	Amount	
Coonamble Shire Council	\$50,000	Artist Fee	\$20,000	1/3 installments due by EOF
Outback Arts	\$3,000	Accommodation	\$11,550	11 weeks
Outback Theatre for Young People	\$5,000	Travel	\$1,500	MAY 2025
Box Office	\$7,000	On Costs	\$2,400	OBA
FRRR Grant	\$10,000	Young Creative + Mentor	\$5,000	OTYP
		Venue Hire	\$2,000	OBA
		Musician Fees	\$5,000	AUG 2025
		Lightning/Sound	\$14,300	AUG 2025
		Design/Set	\$5,000	AUG 2025
		Marketing	\$2,000	JULY - AUG 25
		Administration/Office Costs	\$3,000	Provided by OBA
		Catering	\$750	OBA
		Documentation	\$2,500	AUG 2025
<b>TOTAL Income</b>	<b>\$75,000</b>	<b>TOTAL Exp</b>	<b>\$75,000</b>	

HELLO COONAMBLE PROSPECTUS • OUTBACK ARTS

## DRAFT BUDGET //

### Budget Notes

\*The costs associated with Outback Arts and Outback Theatre for young People are aligned directly with their organisational expenditure; in kind administration costs and support for young creative and mentor.

\*\*The principal costs are Hannie & Michael's fee (\$20,000 + gst) and independent accommodation (roughly \$10,000). The pace of this project and the interaction with participants are very intense. They really do need an independent and comfortable place to stay.

The other major cost is sound and lighting. The theatre has none of this built-in. So everything will need to be hired - this includes the services of a technician to install the system, and operate it for rehearsals and performances. We have a ball-park quote of \$20,000 for this. That seems excessive, and we are looking at several quotes; budgeted for \$15,000.

We have applied for a \$10,000 grant from the Foundation For Rural and Regional Renewal. (The project is ineligible for larger grants because these are only available to pay artists who are residents of NSW. We live in Melbourne.)

As the budget shows, we are looking for \$50,000 from Coonamble Shire Council.

*Hannie Rayson & Michael Cathcart*

# PRODUCTION SCHEDULE //

## HELLO COONAMBLE DRAFT PRODUCTION SCHEDULE

**6 June 2025**, Michael and Hannie arrive in Coonamble, in time to see the Rodeo.

### **WEEK ONE (9 - 15 June)**

Hold a social event - maybe a BBQ - to start meeting interested people

Begin conversations with locals which will bring the stories to light.

### **WEEK TWO - FIVE (16 June - 13 July)**

Six weekly life-writing classes (TBC)

Finalise the list of participants for the performance.

Work with them individually to refine their stories so that they sparkle - and are no more than 3 minutes long.

Develop and start rehearsing songs if possible.

### **WEEK SIX - SEVEN (14-27 JULY)**

Rehearse people individually - either at their homes or in a room in town.

Look for opportunities to create group scenes.

18 July evening (or on the weekend) A meet-the-cast rehearsal - maybe at the theatre or in a meeting room in town.

### **WEEK EIGHT - NINE (28 July - 10 August)**

Finalise the individual scripts

Assemble the production script and audio-visual material.

Prepare elements of set.

Publicity

### **WEEK TEN (11-17 August)**

Trouble shooting.

### **PRODUCTION WEEK**

SAT-SUN 16-17 Aug: Build set.

TUES 19 Aug: Day: Bump in lights. Focus.

WED 20 Aug: Day and evening: Complete plot. Technical run with some cast.

THURS 21 Aug: Dress rehearsal.



**FRI 22 Aug: 7:30 - PERFORMANCE ONE**

**SAT 23 Aug: 7:30 - PERFORMANCE TWO**

**SUN 24 Aug: 3:00 - PERFORMANCE THREE + Bump out**



**10.15 QUARTERLY BUDGET REVIEW - DECEMBER 2024**

**File Number:** Financial Quarterly Review F2-2  
**Author:** Bruce Quarmby-Director Corporate Services  
Deborah Tatton-Manager Finance & Procurement  
**Authoriser:** Paul Gallagher, General Manager  
**Annexures:** 1. Quarterly Budget Review Dec 24 (under separate cover)   
2. Quarterly Budget Review Dec 24 Att 2 (under separate cover) 

**PURPOSE**

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

**BACKGROUND**

Regulation 203 of the Regulations states that:

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

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

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

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

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

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

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

L1.4.10 Maintain long term financial viability.

**(b) Financial Considerations**

The December budget review as tabled for Council's consideration contains several variations to the originally adopted 2024/25 Operational Budget. Most of these variations represent the necessary accounting treatment to align grant funded income and expenditure programs to their anticipate levels for the current financial year.

**COMMENTARY**

Appendix A contains further detailed information about Cash and Investments, Contract and Consultancy Expenses and its progression towards achieving adopted Key Performance Indicators as of 30 June 2025.

Council commenced the 2024/25 financial year with the original operational budget surplus of \$5,485. At the completion of the December 2024 review, Council's estimated budgeted result for the 2024/25 Financial Year has weakened to anticipated operational deficit of \$5,109,525. Council's position after non-operating expenditure has been considered has slightly improved to a \$1,225,120 draw down of working funds.

As previously noted in past budget reviews, Council is currently carrying the financial burden of a significant level of funding owed to it through various Commonwealth and State funded programs. This has had the effect of reducing the level of working funds available to Council. As such, Council has had to utilise a further \$2.1 Million of its Internal Reserves. Planning and timing of work to be carried out needs to be strongly considered before its commencement. This will help ensure that Council is benefiting from completing works for which we have the cash on hand, rather than prioritising works which Council carries the burden of the costs until the receipt of the funds is received. Council is also continuing to work with funding bodies to ensure that any outstanding funding currently owed to Council is received. Council has made several submissions over the past few months to acquit for completed works to allow the progression of the payment of grants. Council will replenish reserves and re-invest excess cash once funding has been received.

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

- Workers Compensation Expenses – (P.4) An additional vote of \$270,322 has been included to allow for the significant increase in the workers compensation premium. This will be partially offset by increasing the oncost associated with works compensation.
- Insurance Claims Proceeds – (P.4) An additional vote of \$140,000 has been included to recognise the proceeds from insurance claims regarding council plant. This increase in income is offset in part by an additional allocation of \$93,174 Transfer to the Transport Reserve (P.19). This additional transfer will

be utilised to replace two (2) Council vehicles that were written off in the prior financial year.

- Council Order – (P.5) An additional vote of \$50,000 was included to allow clean up works to commence on derelict buildings across the shire.
- Grant Traineeships – (P.7) Council has been in receipt of several forms of funding from various employment agencies totalling \$83,762. This will be used to partially offset the costs of the wages for these employees.
- Museum Temporary Re-location – (P.12) The temporary re-location of the museum has incurred costs of \$15,608. This has been mostly funded through reallocating funds from the Public Halls maintenance budget. For this project to continue Council would need to identify a funding source by reallocating funds from another project.
- Quarry Operations – (P.14) Following a review of the Quarry operations taking into consideration projected expenditure and income for the remainder of the current financial year, additional resources are required to maintain required stock for sale, as such an increase expenditure vote of \$200,000 will be required. This will be partially offset by an expected increase of \$150,000 in income from sales. The remaining funding will be a reallocation from savings in the wages.
- Local Unsealed Roads Maintenance – (P.15) Carried forward works for the Roads to Recovery 2024 program have now been completed, with works commenced on the 2025 allocation. \$124,522 has been programmed to be spent on maintenance works and has resulted in the reallocation from the capital budget.
- Regional Sealed Roads Maintenance – (P.15) An additional vote of \$112,540 was included to cover the costs associated with maintaining the roads during harvest season. Council is in the process of looking to potentially cover these costs through grant funding programs.
- State Roads Maintenance – (P.16) Unpredicted costs incurred with the Glenhaven Road Project. An additional \$608,000 was incurred when completing the project. Council has had verbal confirmation that RMCC will cover these additional costs.

For Council’s information the following table provides Council with a summary of the total of grants debtors owed to council as at the 31 December 2025

<b>Council Function</b>	
ADMINISTRATION & GOVERNANCE	\$ 30,000.00
PUBLIC ORDER & SAFETY	\$ -
HEALTH	\$ -
ENVIRONMENT	\$ 18,727.00
COMMUNITY SERVICES & EDUCATION	\$ 11,115.00
HOUSING & COMMUNITY AMENITIES	\$ -
WATER SUPPLY	\$ -

SEWERAGE SERVICES	\$ 6,986.00
RECREATION & CULTURE	\$ 1,215,607.00
MINING, MANUFACTURING & CONSTRUCTION	\$ -
TRANSPORT & COMMUNICATION	\$ 8,691,561.00
ECONOMIC AFFAIRS	\$ 500,919.00
<b>Total</b>	<b>\$ 10,474,915.00</b>

For Council's information the following table provides Council with a summary of the total of drawdown from internal reserves as at 31 December 2025.

Building and Premises	\$50,000
Community Development	-
Corporate	\$671,000
General	-
Housing & Community Services	-
Mines	-
Public	-
Recreation	-
Transport	\$1,016,000
Governance	\$379,000
<b>Total</b>	<b>\$2,116,000</b>

As previously reported to Council, management are continuing to work through the various funding deeds and complete the necessary steps to receive reimbursement of Council funds.

**(a) Governance/Policy Implications**

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

**(b) Legal Implications**

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

**(c) Social Implications**

There are no social implications arising from this report.

**(d) Environmental Implications**

There are no environmental implications arising from this report.

**(e) Economic/Asset Management Implications**

During the 2024/25 financial year Council has programmed asset maintenance and capital renewals in order to satisfy required Key Performance Indicators.

**(f) Risk Implications**

There are no risk implications arising from this report.

## **CONCLUSION**

Moving forward to ensure Council's financial position does not deteriorate, strong consideration needs to be given to prioritising the projects for which the Council has the cash on hand. This will help Council to minimise the burden of carrying any additional costs until funding is received. Council also needs to make a concerted effort to ensure that Grant funding is acquitted in a timely manner.

With these strategies, it is my opinion the Quarterly Budget Review Statement for Coonamble Shire Council for the Quarter ended 31 December 2024 indicates that Council's financial position at 30 June 2025 to be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

## **RECOMMENDATION**

- 1. That Council approves the variations to votes as listed in the budget review documents distributed under separate cover.**
- 2. That Council notes, in the opinion of the Responsible Accounting Officer based on the information as presented in the December Budget review; that Council will be in a satisfactory financial position as at 30 June 2025.**
- 3. That Council notes the classification and position of Council's estimated restricted (reserve) funds as at 31 December 2024.**
- 4. That a report is presented to Council bi-monthly to identify outstanding grant debtors and associated costs for the project.**
- 5. That Council move to prioritise works for which the grant funding has been received or where milestones have a due date in the near future.**
- 6. That Council implements procedures where grant funding is to be acquitted within 60 days of the final invoice being paid.**

**10.16 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS****File Number: R6****Author: Kerrie Murphy-Director Infrastructure Services****Authoriser: Paul Gallagher, General Manager****Annexures: 1. Monthly Works Report - February**  **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 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 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.

Council would recall the briefing provided to Councillors on the 13 November 2024 advising that the quarry was established approximately 62 years ago for the purpose of supplying quarry materials for Councils internal use and that the last major upgrade to the Mount Magometon crushing plant was some 25 plus years ago when Council renewed the fixed plant. The current fixed plant has a normal processing rate of 65T/hr.

At the time, the crushing plant design was limited to Councils internal use to deal with the current quantities of material being used on Councils works and operations, along with some regional supply to other LGA's. Over the past several years gravel has been in high demand due to flood damage on roads throughout Coonamble Shire and other LGA's.

From what current staff can understand, there has been a significant historical lack of investment in the maintenance and upgrade of the crushing plant which is now the major contributing factor towards the breakdown of the plant and equipment.

Council is currently still in the process of recruiting the Quarry Manager position which is currently vacant. Crushing operations are currently on hold, pending this recruitment and will resume with the commencement of the successful applicant. At this stage, we are hopeful to have this process finalised within the next few weeks, however, staff are working on an alternate plan in the event that this does not come to fruition.

Council has arranged for the maintenance contractor to do a top to bottom inspection of the plant, with a view to undertaking any necessary maintenance prior to recommissioning the plant again and to ensure full compliance with the regulatory body.

**(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.**



	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p><b>31 January 2025</b></p>	<p>Infrastructure Services Coonamble Shire Council Phone: 02 6827 1900 Fax: 02 6822 1626 <a href="mailto:council@coonambleshire.nsw.gov.au">council@coonambleshire.nsw.gov.au</a></p>
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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.

**ROADS - URBAN – COONAMBLE, GULARGAMBONE AND QUAMBONE**


<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Urban Resealing	RERRF	215,000	-	215,000	183,935	4,727	188,662	98%	Completed resealing of Bertram, Forgione. Floyd, Barton, Railway and Quonmoona Streets in Coonamble
Yarran Street Subdivision (corner Reid St)	Council	500,000	-	500,000	2,935	63,014	65,949	15%	Detailed survey complete and DA for subdivision underway; Civil Design Consultant engaged and 100% Plans received; Electrical Design Consultant engaged.

**ROADS - RURAL – UNSEALED ROAD NETWORK**


<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Rural Resheeting	Council	150,000	-	150,000	0	0	0	0	
General Unsealed Road Maintenance	Council	739,952	-	739,952	595,218	74644	669862.58	91%	The following roads have been maintained since 1 July 2024: Billeroy Road, Tooraweenah Rd, Emby Rd, Wingadee Rd, Gilgooma Rd, Bullagreen Rd, Back Gular Rd, Sandy Camp Rd, Quabathoo Rd, Beanbah Rd, Gulargambone Rd, Killara Ln, Orwell South Rd, Nelgowrie Rd, Gibson Way, West Point Rd, Carinda Rd, Walla Walla Rd, Hollywood Ln, Warrabah, Thara Rd, Winnaba, Trafalgar, Toora and Blueys Ln.
Grant Funded Unsealed Roads	RTR 2024-2029	5,727,698	-	7,364,183	88510	123,341	158,486	3%	The following roads have been completed/started since 1 July 2024: Wingadee Road and Urawilkie Road

**ROADS - RURAL – SEALED ROAD NETWORK**

<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Warren Road Upgrade	ROSI/FCR/Council	3,161,943	-	3,161,943	2,487,269	883,683	3,370,952	80%	Work on the last section has commenced.
Box Ridge Road Reconstruction	LRCI	1,859,636	-	1,859,636	2,074,576	62,300	2,136,876	98%	Construction has been completed. Project Completion Report (PCR) is being prepared.

	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p><b>31 January 2025</b></p>	<p>Infrastructure Services Coonamble Shire Council Phone: 02 6827 1900 Fax: 02 6822 1626 <a href="mailto:council@coonambleshire.nsw.gov.au">council@coonambleshire.nsw.gov.au</a></p>
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<b>ROADS - RURAL – SEALED ROAD NETWORK (continued)</b>									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Tooraweenah Road Upgrade	ROSI	22,962,000	-	22,962,000	2,970,638	335,636	3,332,066	15%	Letter has been submitted to the Federal Government requesting additional funding to complete all the unsealed section. Response expected late December. 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.
Grant Funded Sealed Roads	RTR 2024-2029	2,454,728	-	818,243	313,011	-	313,011	13%	The following roads have been completed/started since 1 July 2024: Box Ridge Road
Pilliga Road Roadworks and Drainage upgrade	Council/LGRG/FCR	1,350,000		1,350,000	29,451	80,746	110,197	10%	Detailed Design Plans received (100%)
<b>NATURAL DISASTER WORKS – FLOOD DAMAGE</b>									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Natural Disaster restoration works - REPA AGRN 987	DRFA	7,995,835	6,279,747	6,279,747	2928116	399069	3327185	53%	Upper Limit reduced (budget) as some defects have been moved to AGRN 1034. Council has carried out restoration works on Billeroy Road, Tooraweenah Road, Goorianawa Road, Emby Road, Bramble Road, Gilgooma Road, Quabathoo Road, Beanbah Road, Mungery Road, Wattle Creek Road, Gular Road, Yarranville Lane, Conimbia Road, Nelgowrie Road, Memsie Road, Ottendorf Road, Nedgera Road, Haydens Lane, Carinda Road, Walla Walla Road, Keewong Lane, Warrawong Road, Toora Road, Tooloon Sth Road, Quandong Road, Pilliga Road and Merri Merri Road.
Natural Disaster restoration works - REPA AGRN 1034	DRFA	4,603,659	-	4,603,659	-	-	-	0%	Final submission for AGRN 1034 has now been approved and restoration work will commence in the coming months.

	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p><b>31 January 2025</b></p>	<p>Infrastructure Services Coonamble Shire Council Phone: 02 6827 1900 Fax: 02 6822 1626 <a href="mailto:council@coonambleshire.nsw.gov.au">council@coonambleshire.nsw.gov.au</a></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>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Coonamble Mains Replacement	Council	300,000	-	300,000	48,740.66	-	48,740.66	20	Wingadee Street, project scope completed. Materials purchased, installation works to commence Feb 2025.
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	100,464.00	-	100,464.00	40	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	31,226.19	-	31,226.19	100	Chemtrol water monitoring equipment installed and commissioned.
Coonamble, Gulargambone and Quambone – meter replacement program	Council	43,750	-	43,750	-	-	-	0	Replacement program to commence.
Advanced Operational Support Program	DCCEEW Grant	150,000	-	150,000	-	142,254.78	142,254.78	75	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 finalised with DCCEEW and Beca H2O. Works to be completed prior to March 2025.

**SEWER**

<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</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	25,311.41	-	25,311.41	25	Lab building installed, services and internal fit out works commenced.
Gulargambone Sewage Treatment Plant – pressure tank installation	Council	25,000	-	25,000	9,454.55	-	9,454.55	10	Onsite works commenced.
Coonamble STP Upgrade – Concept Design	Council	250,000	-	250,000	119,219.36	-	119,219.36	70	Options study draft report has been issued. Consultation meetings with EPA, DCCEEW and PWA have been conducted. Concept design being completed.

	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p><b>31 January 2025</b></p>	<p>Infrastructure Services Coonamble Shire Council Phone: 02 6827 1900 Fax: 02 6822 1626 <a href="mailto:council@coonambleshire.nsw.gov.au">council@coonambleshire.nsw.gov.au</a></p>
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<b>SEWER (continued)</b>									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Coonamble Sewage Treatment Plant – step screen installation at headworks	Council	170,000	-	170,000	-	161,928.00	161,928.00	10	RFQ accepted, external supplier engaged to complete installation and commissioning, works to commence in Feb 2025.
Yarran Street Subdivision Development – sewerage servicing including Sewage Pump Station, Rising/Gravity Main installations	Council	850,000	-	850,000	402,763.63	-	402,763.63	50	Contractor completed Sewage Pump Station and Rising Main install, works to commence soon on gravity reticulation.
Gulargambone – Sewage Treatment Plant tertiary ponds desludge	Council	250,000	-	250,000	-	-	-	10	Project scoped and options being considered.

	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p><b>31 January 2025</b></p>	<p>Infrastructure Services Coonamble Shire Council Phone: 02 6827 1900 Fax: 02 6822 1626 <a href="mailto:council@coonambleshire.nsw.gov.au">council@coonambleshire.nsw.gov.au</a></p>
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URBAN SPACES									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Footpaths Reconstruction	Council	75,000	12,000	87,000	46,592.05	39,893.99	86,486.04	100	Condition Assessment complete. Program being drafted from this information. Works completed on intersection at Post Office corner
Street Tree Replacement Program	Council	30,000	-	30,000	5,337.02	970.96	6,307.98	30	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)
Brigidine Nuns garden area Main Street	Council	40,000	10,000	50,000	45,590.99	-	45,590.99	98	Wall has been painted and concrete seats installed. A cleanup of the garden will be undertaken prior to the proposed visit in March.
McDonald Park upgrades	LRCI4	223,229	-	223,229	58,884	47,960	106,844	75	Gazebo and Water tank have been installed; carpark design is done, irrigation upgrades have commenced, BBQ area shelter to be installed
Quambone resurface Tennis Courts	Council + Community funds	45,000	-	45,000	-	35,152	35,152	100	Materials have been installed and works completed
Coonamble Tennis Courts	SCCF5	236,728	-	236,728	199,078	201,463	202,005	85	New surface and drain has been installed. Quotes for removing fencing surrounding the dilapidated bottom courts and repairs to the fencing surrounding the new courts have been sourced.
Coonamble Sportsgrounds Female Amenities/Changerooms 6078-2303-0000	SCCF4 + Council	450,000	130,000	580,000	558,224.49	526,198	526,282	80	Building construction has completed. Rendering and internal fit out and roughing in to begin. On time for March handover
Gulargambone Sportsground Amenities Upgrade 6055-2301-0001	SCCF5 + Council	520,000	100,000	620,000	309,031	565,760	568,105	20	Work was ceased due to asbestos detection. Asbestos management has been completed and work has resumed. Slab has been poured and works have begun on construction of building.

SWIMMING POOLS									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
-									

	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p><b>31 January 2025</b></p>	<p>Infrastructure Services Coonamble Shire Council Phone: 02 6827 1900 Fax: 02 6822 1626 <a href="mailto:council@coonambleshire.nsw.gov.au">council@coonambleshire.nsw.gov.au</a></p>
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AERODROME									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
-									

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>
Pioneer Cemetery Coonamble new fence and signage	Council	48,000	-	48,000	23,329	23,330	46,659	80	Materials purchased

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

### 11.1 NOTICE OF MOTION - PLANNING PROPOSAL PP001/2024

**File Number:** C-17

**Annexures:** Nil

#### NOTICE OF MOTION

Cr Pip Goldsmith submitted the following Notice of Motion on 20 December 2024 to be considered at the February 2025 Ordinary Meeting of Council.

**That Council endorse Planning Proposal PP001/2024 for the Coonamble Artesian Bore Bath Project and forward it to the Minister for Planning seeking an amendment to the Coonamble Local Environmental Plan 2011 and request that a Gateway Determination be issued, excluding the delegation of Plan making powers, to enable the public exhibition of the Planning Proposal pursuant to the *Environmental Planning and Assessment Act 1979*.**

- (a) Upon receipt of a Gateway Determination for PP001/2024 under Section 3.34 of the *Environmental Planning and Assessment Act 1979*, places the Planning Proposal and any supporting material on public exhibition pursuant to any requirements of the Gateway Determination and Schedule 1, Clause 4 of the *Environmental Planning and Assessment Act 1979*; and**
- (b) Subject to the conditions of the Gateway Determination, undertakes those actions necessary to address outstanding matters.**

#### BACKGROUND

The previous motion on the topic was lost at the December meeting of Council.

Thorough due diligence around the project needs to provide in addition to information that is currently available so Council can be confident in supporting the proposed rezoning and allow the project to go ahead. Council requires a full budget breakdown, project plan including specific milestones, details of Public Private Partnership arrangements, planned procurement process, detailed wastewater plan and bore licence arrangements.

#### COMMENTARY: MANEX

##### **The importance of the rezoning**

The Bore Bath project is proposed to be located at 36 River Road, Coonamble on Council owned freehold land. The land is currently zoned R1 General Residential, and the project would not be permissible on the land.

RE2 Private recreation has been identified as a suitable zone for the project as it allows for a range of tourism uses. This zone has also been used for the area used for the Greyhound track. Therefore, it is necessary to rezone the land to allow for future development of the site for tourism purposes.

The part of the Coonamble Showground that includes the rodeo and camp draft areas are currently zoned R1 General Residential. It is assumed that this is a

historical mapping anomaly. A more appropriate zone would be RE2 to be consistent with the Greyhound racing track. The proposal will also seek to remove the minimum lot size for subdivision requirement.

The rezoning approval is on the critical path for the project that must be completed by March 2026 to meet the grant requirements. We cannot finalise a design and submit a development application to move into construction without the certainty of the rezoning.

Previous analysis of alternative sites and comparisons (as documented in previous Council reports) demonstrated that the current site is the best site for the project.

### **Project information**

*Budget breakdown* – The grant funding and council funding total \$6.75 million. A breakdown was done on the business case but needs to be updated during the design process. The scope and cost of the project must not exceed the funding available.

*Project plan* – indicative key milestones are:

- Submit planning proposal for rezoning – February 2025
- Appoint design consultant – February 2025
- Bore licence approval – April 2025
- Design approved – May 2025
- DA submitted June 2025
- Start construction Stage 1 (public bore bath) – November 2025

A detailed project plan will be produced at the next stages of the project when the design is finalised and detailed costing produced.

*Public Private Partnership arrangements* – A submission was made to OLG seeking approval to enter into a PPP. The OLG advised on 16 January 2025 that they had all the necessary information to make a decision on it. Approval from the OLG to proceed to negotiate was provided on 23 January 2025.

*Planned procurement process* – design is currently out to the market seeking quotes.

*Detailed wastewater plan* – this is yet to be determined and will be produced as part of the design process. There are a number of variables including the design of the bore, the number and size of baths, number of times the water has to be turned over daily, water treatment options, the size and operation of the sedimentation ponds, and the areas available to dispose of the water.

*Bore licence arrangements* – a bore licence was applied for in February 2024. The amount sought was 350ML/year.

## **RECOMMENDATION**

**That Council endorse Planning Proposal PP001/2024 for the Coonamble Artesian Bore Bath Project and forward it to the Minister for Planning seeking an amendment to the Coonamble Local Environmental Plan 2011 and request that a Gateway Determination be issued, excluding the delegation of Plan making**



powers, to enable the public exhibition of the Planning Proposal pursuant to the *Environmental Planning and Assessment Act 1979*.

- (a) Upon receipt of a Gateway Determination for PP001/2024 under Section 3.34 of the *Environmental Planning and Assessment Act 1979*, places the Planning Proposal and any supporting material on public exhibition pursuant to any requirements of the Gateway Determination and Schedule 1, Clause 4 of the *Environmental Planning and Assessment Act 1979*; and
- (b) Subject to the conditions of the Gateway Determination, undertakes those actions necessary to address outstanding matters.

## 11.2 NOTICE OF MOTION - INCENTIVE TO RATEPAYERS FOR MAINTAINING PUBLIC FOOTPATHS - CR P WHEELHOUSE

**File Number:** F-6

**Annexures:** 1. **Notice of Motion - Incentive to Ratepayers for Maintaining Public Footpaths** [↓](#) 

### NOTICE OF MOTION

Cr Paul Wheelhouse submitted the following Notice of Motion in January 2025 to be considered at the February 2025 Ordinary Meeting of Council:

- 1. That Council resolves to offer an incentive to ratepayers in the three urban centers who maintain the footpath areas adjacent to their premises.**
- 2. That should Council resolve to offer this incentive, it be in the form of reduced water charges, or an appropriate allowance be included in each quarter as water charges become due and payable.**

Investigation reveals that many residents have been maintaining footpath areas adjacent to their premises for many years and continue to do so even as charges for water have increased.

If more residents were encouraged to carry out this work and take pride in the appearance of their street, it would make a huge difference to the overall appearance of the urban areas.

The benefits to Council would be less time being spent in mowing and more time allocated to the care and maintenance of the many parks, playing fields and open spaces for which Council is responsible.

### COMMENTARY: DIRECTOR CORPORATE SERVICES

Following discussions with the mover of the motion, the intent of the motion is for Council to provide an incentive for community members to take care and pride in the presentation of the nature strips adjoining their property. The resulting improvement in the presentation of the nature strips by community members will also serve to improve the overall presentation of all communities with the local government area.

From an organisational and community point of view, the intent of the motion as put forward by Cr Wheelhouse is commendable. However, from discussions with both Cr Wheelhouse and senior management, several practical issues have been identified with the proposed mechanism to which Council would offer an incentive. For Council's information these issues in summary are.

- The introduction of an "allowance" or reduced user charges goes against industry best practice pricing principles for water user charges, which stipulate that water utilities must fully recover costs. This will have a flow on effect with Council's eligibility for grant funding for future Water fund projects.
- The required development and implementation of a policy and procedures that cover the assessment criteria and monitoring for

compliance for those properties wishing to access the incentive. These processes will all come at a cost to Council.

- The practical difficulty of objectively assessing the properties in a consistent defensible way to determine which ones are maintained adequately and deserve the reduced charge.
- The identification of the appropriate party to receive the incentive e.g. the owner, landlord or the tenant.
- The potential unintended consequences of the precedent it would create for other matters that are the natural responsibility of owners and residents.

As such it is recommended that further investigations be carried out into possible alternative methods and means to which Council can encourage property owners to maintain the nature strips adjacent to their property.

### **RECOMMENDATION**

**That Council notes the information provided and seeks a further report following investigation into the options available to achieve the outcome of better maintaining public footpaths.**

## NOTICE OF MOTION – INCENTIVE TO RATEPAYERS FOR MAINTAINING PUBLIC FOOTPATHS

I, Cr Paul Wheelhouse, submit this Notice of Motion to be considered at the February 2025 Ordinary Meeting of Council.

- 1. That Council resolves to offer an incentive to ratepayers in the three urban centers who maintain the footpath areas adjacent to their premises**
- 2. That should Council resolve to offer this incentive, it be in the form of reduced water charges or an appropriate allowance be included in each quarter as water charges become due and payable.**

Comment:

Investigation reveals that many residents have been maintaining footpath areas adjacent to their premises for many years and continue to do so even as charges for water have increased.

If more residents were encouraged to carry out this work and take pride in the appearance of their street, it would make a huge difference to the overall appearance of the urban areas.

The benefits to Council would be less time being spent in mowing and more time allocated to the care and maintenance of the many parks, playing fields and open spaces for which Council is responsible.

**11.3 NOTICE OF MOTION - COUNCIL TO APPLY FOR LOAN TO FUND EXTENSION OF BITUMEN ROADS - CR P WHEELHOUSE****File Number: F-6****Annexures: Nil****NOTICE OF MOTION**

Cr Paul Wheelhouse submitted the following Notice of Motion in January 2025 to be considered at the February 2025 Ordinary Meeting of Council:

- 1. That Council resolves to borrow \$3 Million to do 10 kilometers of new bitumen to our existing bitumen roads.**

Cr Paul Wheelhouse provided examples of roads on which the funding could be used, being Quambone to Carinda Bridge and/or Carinda to Trewilga Bridge.

**COMMENTARY: MANEX**

Although this concept has some merit, the proposal to borrow funds would require financial modelling and a detailed analysis and report to be produced on the potential impacts around on the Long-Term Financial Plan (LTFP), Council's financial sustainability, depreciation and completion of a capital expenditure review for the OLG.

The most opportune time to consider this would be during development of the upcoming community strategic and operational plan because the current budget and operational plan has already been adopted, it should therefore be considered as part of the draft 2025/26 budget.

**RECOMMENDATION**

**That Council seeks financial modelling and a detailed analysis and report on borrowing funds for sealing roads to be considered as part of the development of the upcoming community strategic and operational plans.**

#### **11.4 NOTICE OF MOTION - CLASSIFICATION OF TOORAWEEENAH ROAD AND PROCUREMENT PROCESS FOR TOORAWEEENAH ROAD PROJECT - CR P WHEELHOUSE**

**File Number: F-6**

**Annexures: Nil**

#### **NOTICE OF MOTION**

Cr Paul Wheelhouse submitted the following Notice of Motion in January 2025 to be considered at the February 2025 Ordinary Meeting of Council:

- 1. That Council resolves to apply for the Tooraweenah Road to be classed as a Shire Road and not a State Highway.**
- 2. That tendering decisions are to be made by our Local Council and not through Tenderlink.**

Cr Paul Wheelhouse suggests that if Tooraweenah Road is a Shire Road it would be 30 % to 40% cheaper on the tendering process and doing the works towards this road. (Being classed as a State Highway the prices increase dramatically, as the tendering process requires you to be certified with the RTA and majority of the Country area businesses that do these works are not certified.

#### **COMMENTARY: MANEX**

Tooraweenah Road was originally classified as a Regional Road, however, was declassified some time ago during a TfNSW Regional Road review. The Tooraweenah Road is currently classed as a local road under council control.

Council would recall the briefing provided to Councillors on the 13 November 2024 and advice that the tendering process required R1 prequalification under the AustRoads National Prequalification System due to the quantum of works and funding body requirements. This system is used to provide confidence to the Principal (Council) that those tendering have the technical and managerial expertise, financial capacity and previous performance to perform the works.

The recent experience with the construction of the SES building highlighted the need for managing the risk to Council with regards to the contractor's ability to manage their own financial cash flow, hence the F5 requirement for finance.

The AustRoads National Prequalification System classifications for Roadworks are R1 to R5 (with R1 being the lowest). Given the regional location and the lack of opportunity for contractors to work on high cost and technically difficult projects, the Roadworks prequalification level was set at the lower of these two at R1. The requirement for R1 prequalification was put in place to minimise the risk to Council, given its recent experience with the SES building project.

Council was advised that a hybrid model of delivery was being developed which will allow local contractors to be engaged under Council's management systems.

Coonamble Shire Council use the Tenderlink E-Procurement Portal to advertise tenders, Expressions of interest and Requests for quotations, and facilitates the

tendering process through to contract award stage. This tool ensures that the Council remains transparent and meets probity requirements reducing the risk to Council.

On closing of tenders, submissions are downloaded from the portal and assessed by Council staff. After evaluation of any tender submissions, a report is prepared with a recommendation for the Councillors to either adopt the recommendation and award the contract or reject the recommendation. This is generally presented to Councillors during a session of the meeting that is closed to the public under provisions within section 10A (2) of the Local Government Act 1993 with the resolution made public once the meeting moves back into open session.

## **RECOMMENDATION**

**That Council notes the information provided in response to the notice of motion on Tooraweenah Road, which details that:**

- 1. Tooraweenah Road is classified as a Local Road.**
- 2. Tenderlink is a portal where tendering information is received and stored, with Council being solely responsible for all decision-making.**

**11.5 NOTICE OF MOTION - FORMATION OF PRIORITY QUARRY SUB COMMITTEE - CR P WHEELHOUSE****File Number: F-6****Annexures: Nil****NOTICE OF MOTION**

Cr Paul Wheelhouse submitted the following Notice of Motion in January 2025 to be considered at the February 2025 Ordinary Meeting of Council:

- 1. That Council resolves to form a sub committee for the Coonamble Shire Council Quarry.**
  
- 2. That Council agree to adhere to do an upgrade of the Quarry to bring it up to a better working environment.**

The last few years the Quarry has been neglected and is not running at full capacity and has not been upgraded for a long time. The maintenance is way overdue.

If this was run properly our shire would be in a very good position, the Quarry will not make a profit this year and hence why we need a sub committee to be aware of this problem.

**COMMENTARY: GENERAL MANAGER**

There was a quarry committee in the past, so it would be prudent to reinstate a committee with the pending significant upgrade to the quarry crushing plant and would suggest it be composed of the Mayor, two Councillors, General Manager, Director Infrastructure, Director Corporate Services and the Quarry Manager.

Council would recall the briefing provided to Councillors on the 13 November 2024 advising that the quarry was established approximately 62 years ago for the purpose of supplying quarry materials for Councils internal use and that the last major upgrade to the Mount Magometon crushing plant was some 25 plus years ago when Council renewed the fixed plant. The current fixed plant has a normal processing rate of 65 tonnes/hr.

At the time, the crushing plant design was limited to Councils internal use to deal with the current quantities of material being used on Councils works and operations, along with some regional supply to other LGA's. Over the past several years gravel has been in high demand due to flood damage on roads throughout Coonamble Shire and other LGA's.

From what current staff can understand, there has been a significant historical lack of investment in the maintenance and upgrade of the crushing plant which is now the major contributing factor towards the breakdown of the plant and equipment.

In the absence of a fitter on staff at the Quarry, Council has entered into a Maintenance Agreement to have the plant inspected on a quarterly basis, with relevant maintenance activities undertaken at this time. The contractor is scheduled to attend the site this month to have the plant ready for operation and compliance with the regulatory body.



It is recognised due to the ageing infrastructure and workforce issues at the Mount Magometon quarry there has been limited production capacity in recent years and with Council awarding a Panel Tender for mobile crushing at its Extraordinary Meeting on 15 December 2022 to keep pace with supply.

The Quarry falls under the jurisdiction of the Work Health and Safety (Mines and Petroleum Sites) Act 2013 and requires the appointment of a suitably qualified Quarry Manager with a Practising Certificate to operate the site. It has been difficult to recruit a Quarry Manager with Cert IV in Surface Extraction Operations (or equivalent) with a Practising Certificate for a Tier 2 Quarry operation.

The former Council acknowledged that work needed to be done at the quarry and as such there is a resolution from 13 March 2024 as shown below:

### **RESOLUTION 2024/65**

Moved: Cr Terence Lees

Seconded: Cr Pat Cullen

**That council request a report on the quarry renewal program and its operations.**

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

Against: Nil

**CARRIED 7/0**

This resolution emanated out of a closed session discussion regarding the quarry and its ageing infrastructure.

### **RECOMMENDATION**

- 1. That Council establishes a quarry committee and associated Terms of Reference for the purposes of facilitating the pending crushing plant renewal at the quarry.**
- 2. The committee will comprise of the Mayor, two Councillors (insert names), General Manager, Director Infrastructure, Director Corporate Services and the Quarry Manager.**

**11.6 NOTICE OF MOTION - PRIORITY PREPARATION FOR BORE BATHS AND INTENTIONS FOR EXCESS WATER - CR P WHEELHOUSE****File Number: F-6****Annexures: Nil****NOTICE OF MOTION**

Cr Paul Wheelhouse submitted the following Notice of Motion in January 2025 to be considered at the February 2025 Ordinary Meeting of Council:

- 1. That Council resolves to prepare and adopt a Master Plan for the project as a priority.**
  
- 2. That Council agree to recycle excess water to the Jockey Club, the Golf Club, Council's Truck wash and the Cemetery for the use at these locations.**
  
- 3. That Council write to the EPA advising its intentions regarding the reuse of excess water and invite the authority to work with Council in the process.**

The construction of bore baths has been on the books for years and is a tourist attraction that is supported by the community at large. It has been identified as a huge benefit to the economy and a boost to the area's tourism potential.

Funding has been secured to go ahead with the project and Council should be doing all in its power to prove that it is committed to this development, noting that time is of the essence.

If the EPA will work with Council from the onset there should be no unforeseen difficulties in meeting all requirements of the authority and being granted permission to proceed.

**COMMENTARY: MANEX**

Council will recall the briefing provided to Councillors at the workshop of 13 November 2024, where several of the issues raised in this notice of motion were discussed. In summary:

*Masterplan*

The next stage of the project involves detailed planning and design. This will involve examining in detail the scope of the project, type of facilities, staging and the site layout. A master plan will be produced from this for Council to review and approve.

*Wastewater treatment*

A wastewater plan is yet to be determined and will be produced as part of the design process. There are a number of variables including the design of the bore, the number and size of baths, number of times the water has to be turned over daily, water treatment options, the size and operation of the sedimentation ponds, and the areas available to dispose of the water.

It should be noted that disposal of the water needs to be done cost-effectively. Pumping and piping the water over long distances will increase costs and may not be affordable. There are sufficiently large areas relatively close to the current site where wastewater could be disposed of or reused.

### *EPA*

It is too early to consult with external bodies at this stage on wastewater treatment. We need to design the project and the wastewater treatment first. If the wastewater is simply reused such as for irrigation, an Environment Protection Licence is unlikely to be required. The intention is not to dispose of the water to a watercourse (for which an EPL would be required). The DA process would assess the wastewater process and any impacts.

### *Summary*

- A masterplan will be prepared.
- The areas for wastewater disposal have yet to be determined.
- It is too early to consult with the EPA at this stage and their role is yet to be determined.

## **RECOMMENDATION**

**That Council notes that a master plan for the Artesian Bore Bath project will be prepared that encompasses the treatment and disposal of wastewater and the appropriate consultation with the EPA will be undertaken.**

## 11.7 NOTICE OF MOTION - COMMUNITY PROGRAMS AND EVENTS IN QUAMBONE - CR M GARNSEY

**File Number:** F-6

**Annexures:** Nil

### NOTICE OF MOTION

Cr Margaret Garnsey submitted the following Notice of Motion in January 2025 to be considered at the February 2025 Ordinary Meeting of Council:

- 1. That Council resolves to include Quambone in community programs and activities when held across the Council.**

The Australia Day Celebrations for 2024 have just been held leaving out the request for a Pool party to be held in Quambone as part of the Australia Day celebrations.

The request for Quambone to be included was raised at the 9<sup>th</sup> October, 2024 meeting, at the 13<sup>th</sup> November, 2024 meeting & at the 11<sup>th</sup> December, 2024 meeting but it still did not eventuate.

Quambone is an important part of the Coonamble Shire and has untapped Tourism potential to contribute & already contributes significantly through Agricultural produce to the economic value of the shire. The message that Quambone matters needs to resonate across Coonamble Shire. Our young citizens residing in Quambone need to feel that they are as valued as the rest of the shire.

### COMMENTARY MANEX

Traditionally, the Australia Day grant application for activities has only covered Coonamble and Gulargambone. Future applications will also include Quambone.

A free *Reflect, Respect, Celebrate* Pool Party was held at Quambone Pool on Wednesday afternoon, 5 February 2025, from 3:00 pm. Some social activities are planned, along with a free barbecue. Coonamble Shire Council invites local children, youth and their families to attend.

During Council meetings there is lot of good debate, discussions and ideas put forward that may emanate from a report or general discussion from the floor, and this is not necessarily always captured. It should be noted that unless there is a formal resolution adopted and noted within the minutes, suggestions cannot reasonably be implemented by staff without affecting other priorities, programs and potential budget implications.

### RECOMMENDATION

**That Council notes that a pool party occurred in Quambone on 5 February 2025 and that future Australia Day celebrations will include Quambone.**

**11.8 NOTICE OF MOTION - COMPLETION OF BRIGIDINE SISTERS GARDEN - CR M GARNSEY****File Number: F-6****Annexures: Nil****NOTICE OF MOTION**

Cr Margaret Garnsey submitted the following Notice of Motion in January 2025 to be considered at the February 2025 Ordinary Meeting of Council:

- 1. That Council resolves to complete the Brigidine Sisters Garden with established plants, trellis, solar lighting and garden seating by 28<sup>th</sup> February 2025.**

The Brigidine Sisters garden of reflection has not been fully completed & has not been opened to the public. There was to be a trellis erected to screen the shed, solar lights to highlight the nun silhouettes, & garden seating to allow for quiet reflection. The project commenced over two years ago.

The Brigidine Sisters are making a visit of significant importance in early March 2025. The garden is presently not fully planted, needs weeding & tidying up & needs to be completed.

**COMMENTARY: MANEX**

The installation of the trellis' and solar lights are programmed to take place during the month of February. The seating has already been installed, however, the location will be reviewed in accordance with the original discussions if necessary.

A general cleanup of the garden will also be undertaken prior to the visit of the Brigidine Sisters in March.

**RECOMMENDATION**

**That Council note the information provided in the response to the Notice of Motion on the completion of the Brigidine Sisters Garden.**

**11.9 NOTICE OF MOTION - PRESENTATION OF COONAMBLE TOWNSHIP - CR M GARNSEY****File Number: F-6****Annexures: Nil****NOTICE OF MOTION**

Cr Margaret Garnsey submitted the following Notice of Motion in January 2025 to be considered at the February 2025 Ordinary Meeting of Council:

- 1. That Council resolves to attend to all public garden spaces across the CBD during February 2025**
- 2. That Council resolves to attend to general appearance of the Coonamble township including the airport for upcoming major events.**

The Coonamble main street gardens, the garden outside the Coonamble Council chambers, the empty pots outside the Coonamble Library, the Coonamble Post office and the Coonamble Tourism Office are lacking lustre and in need of significant refurbishment.

The Coonamble township is currently presented very poorly. We need to present a vibrant, neat & tidy main street area to bring back community pride; to look appealing to Tourists and declare we are open for business to attract investment potential.

The NSW Racing Country Championships will be held once again in Coonamble on the 16th March, 2025. This is a really significant event for Coonamble and one at which we can really showcase Coonamble's potential & highlight investment opportunities to the visitors that will be attending.

We need to look vibrant, clean, tidy & open for business.

Do we have flags for the flag poles for this major event? Are they neat & useable condition?

There will be many dignitaries from within the NSW Racing (Thoroughbred) industry in Coonamble over the weekend. There will be chartered aircraft landing at the Coonamble airstrip.

The Coonamble airstrip needs to be in tip top condition as do the building & amenities.

**COMMENTARY: MANEX**

A workshop is proposed in the Economic Development report to discuss previous work done on the masterplans for the Coonamble CBD and Warrena Creek and to prepare a future program of work and the estimated funding required.

Maintenance of town streets is undertaken in line with works programs detailed in the adopted operational plan.

As discussed at previous Council meetings, the main street garden plantings are being investigated with budget allocation being prepared for consideration in the 2025/26 operational plan. The gardens will be presented in a tidy manner ahead of the race meeting.

The flags for the race meeting have already been installed.

Council will undertake maintenance in and around the airstrip as per its maintenance program.

**RECOMMENDATION**

**That Council notes the information provided in response to the Notice of Motion on presentation of the Coonamble township.**

**11.10 NOTICE OF MOTION -COONAMBLE AND QUAMBONE TENNIS COURTS UPGRADE - CR M GARNSEY****File Number: F-6****Annexures: Nil****NOTICE OF MOTION**

Cr Margaret Garnsey submitted the following Notice of Motion in January 2025 to be considered at the February 2025 Ordinary Meeting of Council:

- 1. That Council resolves to bring the Coonamble Tennis courts and the Quambone Tennis courts up to the required standard that is suggested by Tennis NSW as a matter of priority.**
- 2. That a report is provided to Council including the full costings of works required to bring the tennis courts up to standard as well as the scope of works provided to the Contractor for the upgrades recently carried out to both facilities and provide full disclosure of the grant expenditure of these works.**

Coonamble & Quambone Tennis courts were resurfaced in December 2024. The result for both sets of courts has been very disappointing.

Shire councils across Western NSW place significance in maintaining the Tennis facilities in their major towns & outlying villages. Warrumbungle Shire upgraded both Mendooran & Binnaway tennis courts in 2024 with new synthetic all-weather surfaces without any community problems. Tooraweenah has very substantial courts. Walgett shire has tremendous tennis courts in Walgett & across the shire including Carinda.

Maintaining all sporting facilities in a well presented & favourable condition is essential to attract new residents & to retain current residents. It is part of the core business for all Shires but even more so for Shires such as Coonamble, that are struggling to prevent population decline.

The Wanderer's Tennis club (Coonamble) & the Quambone community would both like to review the scope of works presented to the contractor. The Wanderer's Tennis club has also requested a copy of the grant on several occasions.

Tennis NSW attended the Coonamble courts on Monday 27<sup>th</sup> January, 2025 & is currently preparing an audit report for Coonamble Shire Council.

**COMMENTARY: MANEX**

A representative from Tennis NSW briefly attended the Coonamble tennis courts and held a preliminary discussion with a Council staff member about conducting an audit of utilisation of tennis facilities in the Coonamble local government area. The intention of the audit is for Tennis NSW to gain an understanding of how it can best support the sport throughout the LGA.

A meeting is proposed after receipt of the report with Tennis NSW, the Wanderer's Tennis Club and representatives of the Quambone community. The contractor will also be invited to attend the meeting.



Staff have contacted a representative of the Binnaway Tennis Club who has confirmed their high satisfaction with the recent installation at their club. They further advised that the same contractor engaged for the Coonamble tennis courts undertook the installation at both Binnaway and Mendooran courts.

It should be noted that the contractor engaged to undertake the work at the Coonamble tennis courts completed works at Quambone following the inability of the contractor originally engaged to complete the work.

### **RECOMMENDATION**

**That Council notes that Tennis NSW have visited the Coonamble tennis court site and will provide a report on their audit of Council's tennis facilities in the local government area.**

## **12 CONFIDENTIAL MATTERS**

### **RECOMMENDATION**

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

- 12.1 Closed (Public Excluded) Council Meeting of the Coonamble Shire Council - 11 December 2024**

## **13 CONCLUSION OF THE MEETING**