



## **BUSINESS PAPER**

# **Ordinary Council Meeting Wednesday, 18 June 2025**

**Date: Wednesday, 18 June 2025**

**Time: 9:00 AM**

**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.

**Bruce Quarmby  
Acting General Manager**

**Notice is hereby given that an Ordinary Meeting of Council will be held in the Shire Chamber, Coonamble on Wednesday, 18 June 2025 at 9:00 AM.**

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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 Thursday, 15 May 2025 and the Extraordinary Council Meeting of the Coonamble Shire Council held on Tuesday, 3 June 2025 be confirmed as a correct records of the proceedings of the meetings.**



# **MINUTES**

**Ordinary Council Meeting  
Thursday, 15 May 2025**

**MINUTES OF COONAMBLE SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE SHIRE CHAMBER, COONAMBLE  
ON THURSDAY, 15 MAY 2025 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 (Director Corporate Services), Barry Broe (Director Community, Planning, Development & Environment), Jennifer Maundrell (Executive Manager Corporate Governance), Marina Colwell (Executive Support Officer), Sally Kelly (Executive Assistant).

## **1 OPENING MEETING**

The Mayor opened the meeting at 9:04am, 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**

Ms Jessica Lovel and Mrs Heidi Hodgson representing Coonamble Preschool in relation to Item 10.21 Draft Operational Budget re: Preschool Carpark project.

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

##### APOLOGY

##### RESOLUTION 2025/106

Moved: Cr Paul Fisher

Seconded: Cr Margaret Garnsey

**That the apologies from General Manager Paul Gallagher and Director Infrastructure Kerrie Murphy, be noted and approved.**

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**

#### 5 DEPUTATION/DELEGATIONS

Nil

#### 6 CONFIRMATION OF MINUTES

##### RESOLUTION 2025/107

Moved: Cr Phillipa Goldsmith

Seconded: Cr Adam Cohen

**That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 14 May 2025 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 Margaret Garnsey declared a non-pecuniary declaration with:

Item 10.6 – Correspondence – being a member of the Quambone Resources committee.

Cr Margaret Garnsey declared a pecuniary declaration with:

Item 10.26 – Infrastructure Services – Works Program – being a member of the Quambone Resources committee.

Item 12.3 - Bore Bath Project – Lead Consultancy – being a member of the Coonamble Racecourse & Recreation Trust Land Manager.

Cr Wheelhouse declared a pecuniary declaration as a contractor that may supply services with the following items:

10.2 Notice of Motion – Tooraweenah Road,

10.13 DA004/2025 – Yarran Street Subdivision,

12.2 Housing Project.

## **8 MAYORAL MINUTE**

### **MAYORAL MINUTE**

#### **RESOLUTION 2025/108**

Moved: Mayor Daniel Keady

Seconded: Cr Phillipa Goldsmith

**That the Mayoral Minute for April 2025 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**



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

**SECTION B - MATTERS FOR INFORMATION ONLY**

**9 COMMITTEE REPORTS**

**9.1 CASTLEREGH MACQUARIE COUNTY COUNCIL (CMCC) FEBRUARY 2025 UPDATE**

**RESOLUTION 2025/109**

Moved: Cr Margaret Garnsey

Seconded: Cr Ahmad Karanouh

**That Council:**

- 1. Receive and note the report from the Castlereagh Macquarie County Council meeting held 28 April 2025.**
- 2. Continue to lobby the RFS to reinstate funding for hazard reduction on roadside verges.**

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 REPORTS TO COUNCIL****10.1 NOTICE OF MOTION - WATER AND SEWER****RESOLUTION 2025/110**

Moved: Deputy Mayor Steven Butler

Seconded: Cr Paul Wheelhouse

**That Council:**

- 1. Undertake the process for the water and sewerage infrastructure asset revaluation and condition rating through 2025 / 26 financial year in accordance with industry best practice and financial reporting for water and sewerage.**
- 2. Note that the process takes 12 months to undertake the revaluation and condition rating and will be required for the 2025 / 26 financial audit and reporting.**
- 3. Note that the revaluation is based on a sample of the assets across various conditions and not the entire network due the cost.**
- 4. Hold a workshop once the revaluation and condition assessment process are completed.**
- 5. Request the General Manager to give approval for the Manager Water and Sewer to attend the June Ordinary Meeting to be available to answer any questions and give any updates.**

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 9:38 am, Cr Paul Wheelhouse left the meeting for the discussion on the following item 10.2 Notice of Motion – Tooraweenah Road.

## **10.2 NOTICE OF MOTION - TOORAWEENAH ROAD**

### **RESOLUTION 2025/111**

Moved: Deputy Mayor Steven Butler

Seconded: Cr Paul Wheelhouse

#### **That Council:**

- 1. Receives a briefing in June from the Project Manager consultant (Projence) engaged by Council on the project delivery plan which will include but not limited to:
  - a) Methodology**
  - b) Procurement**
  - c) Project budget and forecasts**
  - d) Key risk****
- 2. Receives a briefing from the ecologist in June regarding the REF to discuss the threatened Ecological Communities (Weeping Myall Woodlands, hollow bearing trees, blaze trees, large and old trees that have historical significance and scarred trees across the project site.**
- 3. Receives a bi-monthly workshop to be conducted with council by the Project Manager (Projence) and relevant expert as required (eg: ecologist) for a briefing on the progress of the project.**
- 4. Continues to receive a monthly progress report on the Tooraweenah Road project.**
- 5. The report from the Project Manager consultant (Projence) be presented to ARIC with respect to managing the risks associated with the project.**
- 6. The Gateway reviews be considered as part of each stage of the project.**

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 9:44 am, Cr Paul Wheelhouse returned to the meeting.

**10.3 NOTICE OF MOTION - QUARRY****RESOLUTION 2025/112**

Moved: Deputy Mayor Steven Butler

Seconded: Cr Paul Fisher

**That Council seeks an independent report from a suitable qualified consultant with quarry experience on the future operation of the Quarry that includes:**

- a) Develop an operating management plan for operation of the complex, life expectancy of material, plant requirement, investment costs, overall performance and key risks.**
- b) The brief to include analysis of the options for the site to be operated by Council run or privately operated, or a combination of both.**
- c) The brief to include consideration and benefits of fixed plant v's mobile plant.**
- d) A workshop to be conducted with council once the report is received.**
- e) Note that the quarry committee will convene late May.**
- f) That staff obtain costings / viability and availability of Council purchasing a Mobile Crushing plant.**
- g) That Council receive a status update on management actions taken to address the regulators improvement notices and future planned engagements.**

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

Against: Cr Paul Fisher

**CARRIED 8/1**

**10.4 NOTICE OF MOTION - EMERGENCY COONAMBLE AIRPORT PROCEDURES****RESOLUTION 2025/113**

Moved: Cr Margaret Garnsey

Seconded: Cr Paul Wheelhouse

**That Council:**

- 1. Conducts a risk assessment in consultation with the Royal Flying Doctor Service, NSW Air Ambulance and the Civil Aviation Safety Authority on night-time emergency medical evacuations from the Coonamble Aerodrome.**
- 2. Engages with National Parks and Wildlife Service to manage the kangaroo population adjacent to the Coonamble Aerodrome.**
- 3. Continue to investigate grant funding opportunities for fencing the perimeter of the Coonamble Aerodrome.**
- 4. Receives a report to the June Ordinary Meeting outlining the scope of works, design and compliance requirements for a new exclusion / security fence at the Coonamble aerodrome.**

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

Against: Cr Phillipa Goldsmith on point 4 of the recommendation

**CARRIED 8/1**

**10.5 COUNCIL RESOLUTIONS/ACTIONS UPDATE****RESOLUTION 2025/114**

Moved: Cr Karen Churchill

Seconded: Cr Margaret Garnsey

**That Council notes the information.**

**Amended - Resolution 2025/35 not completed**

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 CORRESPONDENCE****RESOLUTION 2025/115**

Moved: Cr Paul Wheelhouse

Seconded: Cr Ahmad Karanouh

**That the Correspondence Report May 2025 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**

**10.7 DRAFT COMMUNITY STRATEGIC PLAN, DELIVERY PROGRAM AND OPERATIONAL PLAN****RESOLUTION 2025/116**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Ahmad Karanouh

**That Council:**

- 1. Endorse the draft Community Strategic Plan 2025-2035, Delivery Program 2025/26-2029/30 and Operational Plan 2025/26 to be placed on public exhibition with submissions invited for 28 days.**
- 2. Receives a further report on the Community Strategic Plan 2025-2035, Delivery Program 2025-2029 and Operational Plan 2025/26 following the exhibition period.**

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**

**10.8 COMMUNITY DEVELOPMENT MONTHLY REPORT****RESOLUTION 2025/117**

Moved: Cr Margaret Garnsey

Seconded: Cr Ahmad Karanouh

**That Council receives and notes the information in the May 2025 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 ECONOMIC DEVELOPMENT & GROWTH****RESOLUTION 2025/118**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Wheelhouse

**That Council receives and notes the May 2025 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**

**10.10 REGIONAL ART TRAIL****RESOLUTION 2025/119**

Moved: Cr Margaret Garnsey

Seconded: Cr Paul Fisher

- 1. That Council receives and notes the status of the Regional Art Trail project.**
- 2. That Council appoints Mr Mat Boney, Ms Nina Sands, Ms Jamie-Lea Trindall and Uncle Sooty Welsh to the Public Art advisory panel.**
- 3. That Council seeks expressions of interest for suitably qualified and interested community members to join the Public Art advisory panel.**

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

Against: Nil

Abstained: Cr Margaret Garnsey

**CARRIED 8/0**

The meeting recessed for Morning tea at 10.33am.

The meeting resumed at 11.02am.

**10.11 REQUEST FOR REZONING - 145-147 CASTLEREAGH STREET****RESOLUTION 2025/120**

Moved: Cr Ahmad Karanouh

Seconded: Cr Phillipa Goldsmith

**That Council recommend to the proponent that they prepare a planning proposal to list a service station as an additional permitted use on 145-147 Castlereagh Street, Coonamble.**

In Favour: Crs Daniel Keady, Adam Cohen, Margaret Garnsey, Phillipa Goldsmith, Ahmad Karanouh and Paul Wheelhouse  
In Favour: Crs Daniel Keady, Adam Cohen, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Crs Steven Butler, Karen Churchill and Paul Fisher

Abstained: Cr Ahmad Karanouh

**CARRIED 5/3**



## **10.12 PLANNING, REGULATORY & COMPLIANCE PROGRESS REPORT**

### **RESOLUTION 2025/121**

Moved: Cr Paul Wheelhouse

Seconded: Deputy Mayor Steven Butler

- 1. That the Planning, Regulatory and Compliance Progress Report for May be received and noted.**
- 2. That Council resolve to request the acting General Manager to undertake the necessary actions to make safe and operational loading ramp 5 at the Coonamble Saleyards.**

**CARRIED**

At 11:19 am, Cr Paul Wheelhouse left the meeting for discussion on the following item 10.13 - DA004/2025 - Yarran Street Subdivision

**10.13 DA004/2025 - YARRAN STREET SUBDIVISION**

**RESOLUTION 2025/122**

Moved: Cr Margaret Garnsey  
 Seconded: Cr Adam Cohen

**That Council approves DA004/2025 for the Yarran Street subdivision of two (2) lots into twenty (20) lots in two (2) stages, on Lot 85 DP 3693 and Lot 87 DP 3693, being 70 and 78 Yarran Street, Coonamble, subject to the following conditions:**

**PART A – ADMINISTRATIVE CONDITIONS**

**General**

- 1) **The development must be carried out in accordance with the following plans and documentation listed below and as endorsed by Council, except where amended by other conditions of this development consent:**

<b>Plan No</b>	<b>Issue</b>	<b>Prepared by</b>	<b>Date</b>
<b>Plan of Subdivision - Sheet 001</b>	<b>1</b>	<b>RAP Surveying</b>	<b>8/6/2024</b>
<b>Plan of Subdivision – Sheet 002</b>	<b>1</b>	<b>RAP Surveying</b>	<b>10/4/2024</b>
<b>Plan of Subdivision – Sheet 003</b>	<b>1</b>	<b>RAP Surveying</b>	<b>10/4/2024</b>
<b>Staging Plan</b>			

**Notes:**

- Any material alteration to the plans and/or documentation shall be submitted for the approval of Council. Such alterations may require the lodgement of an application to amend the consent under s4.55 of the Environmental Planning and Assessment Act 1979, or a new development application. No works other than those approved under this consent, shall be carried out without the prior approval of Council.***
- Where there is an inconsistency between the documents lodged with this application and the following conditions, the conditions shall prevail to the extent of that inconsistency.***

**Erection of signs**

- 2) **A sign must be erected in a prominent position on any site on which subdivision 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 contract (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 work site is prohibited.**

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

## **PART B – REQUIREMENTS BEFORE COMMENCEMENT OF ANY WORK**

### **Before You Dig Australia**

- 3) **Prior to carrying out any works, an enquiry shall be undertaken with Before You Dig Australia for any relevant infrastructure plans.**

### **Traffic and Pedestrian Management Plan**

- 4) **The applicant is to prepare and implement a Traffic Management Plan that provides necessary direction to traffic or pedestrian movement through or past the work site. The Traffic Management Plan is to be prepared by a suitably qualified person in accordance with the provisions of the relevant Australian Standards and is to be submitted to Council for approval PRIOR to its implementation.**

### **Soil and Water Management Plan**

- 5) **The developer is to submit a Soil and Water Management Plan for the site. No building, engineering, or excavation work, or topsoil stripping or vegetation removal, is to be carried out in relation to this development until such time as the plan has been approved by Council and the measures detailed in the plan are in place prior to works commencing.**

**The measures detailed in the plan are to remain in place until all landscaping is completed.**

## **PART C – REQUIREMENTS BEFORE THE ISSUE OF A SUBDIVISION WORKS CERTIFICATE**

### **Subdivision Works Certificate**

- 6) **The applicant is to obtain a Subdivision Works Certificate for each stage of the development.**

### **Engineering Plans**

- 7) **The applicant is required to submit engineering plans and specifications relating to each stage of the development in relation to conditions 5, 9, 10 and 13.**
- 8) **The electrical detail design is to demonstrate compliance with NSW Planning publication: *Dark Sky Planning Guideline*.**

## **PART D – REQUIREMENTS DURING WORKS**

### **Engineering Inspections**

- 9) **The applicant is to arrange an inspection of the development/subdivision works by Council's Infrastructure Services Department, at the following**

**stages of the development. This condition applies notwithstanding any private certification of the engineering works.**

<b>A</b>	<b>Road Construction</b>	<input type="checkbox"/> Following site regrading, and prior to installation of footway services <input type="checkbox"/> Excavation and trimming of subgrade <input type="checkbox"/> After compaction of sub-base <input type="checkbox"/> After compaction of base, and prior to sealing <input type="checkbox"/> Establishment of line and level for kerb and gutter placement <input type="checkbox"/> Subsoil drainage <input type="checkbox"/> Road pavement surfacing <input type="checkbox"/> Pavement test results (compaction, strength)
<b>B</b>	<b>Drainage</b>	<input type="checkbox"/> After laying of pipes and prior to backfill <input type="checkbox"/> Pits after rendering openings and installation of step irons
<b>C</b>	<b>Erosion and Sedimentation Control</b>	<input type="checkbox"/> Prior to installation of erosion measures
<b>D</b>	<b>All Development and/or Subdivision Works</b>	<input type="checkbox"/> Practical completion
<b>E</b>	<b>Road Openings</b>	<input type="checkbox"/> Upon completion of works.

**Design New Road to Engineering Standard**

- 10) The proposed new road in Stage 2 of the development is to be designed in accordance with the requirements of *Coonamble Shire Council*.

**Construct Road Shoulder, Kerb and Gutter**

- 11) The road shoulder along the Yarran and Reid Street (proposed lots 7 and 20), and lots 13 - 19) frontages are to be constructed and sealed, and the barrier kerbing and guttering is to be constructed, to include the provision of street drainage where necessary for the full frontage of Stage One works.
- 12) The road shoulder along the Reid Street (proposed lot 6) is to be constructed and sealed, and the barrier kerbing and guttering is to be constructed, to include the provision of street drainage where necessary for the full frontage of Stage Two works.

**Site Management**

- 13) The site shall be managed so that:
  - a) No additional filling shall be placed on the land which may impede the flow of flood waters,

- b) Any clearing or drainage activities shall not alter the drainage patterns across the site
- c) No landscaping or similar type structures shall be installed which will inhibit the flow of flood waters
- d) Any plant or goods stored upon the site shall be stored in a manner which will not allow pollution of flood waters
- e) All actions shall be taken upon the site which will minimise the effect of the property upon the flood waters.

**Reticulation – Subdivision**

- 14) The construction of water and sewer reticulation is to take place to service each residential lot and, where required the open space lot.

**Easement for Sewer**

- 15) The final plan of survey is to show an easement for sewer over all lots affected and in favour of Council. The easement is to be a minimum of 3 metres wide.

**Environmental Site Management**

- 16) There is to be no burning of waste material, felled trees or other material on the site.

**Erosion and Sedimentation Control**

- 17) Erosion and sediment control measures are to be established prior to commencement of construction for each stage of the development and maintained to prevent silt and sediment escaping the site or producing erosion. This work must be carried out and maintained in accordance with the Dept Housing – Soil and Water Management for Urban Development (The Blue Book).

*Note: All erosion and sediment control measures must be in place prior to earthworks commencing.*

**Approved Hours of Construction**

- 18) Construction work may only be undertaken in accordance with the provisions of the Environmental Protection Authority – Draft Construction Noise Guideline as identified below:

Monday to Friday	0700 to 1800
Saturday	0800 to 1300
Sunday or Public Holiday	No Work

**Dust Suppression**

- 19) The applicant will ensure that all machinery and traffic movement areas are continually watered down when in use in order to prevent raised dust

from becoming a nuisance to neighbouring properties.

#### **Waste**

- 20) All waste associated with the construction works is to be appropriately collected, stored and disposed of at an approved waste facility.

### **PART E – REQUIREMENTS PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE**

#### **Subdivision Certificate Required**

- 21) A Subdivision Certificate, pursuant to section 6.3 of the *Environmental Planning and Assessment Act 1979*, as amended must be obtained from Council for each stage of the development, prior to its lodgement with Land Registry Services.

The Final Plan of Survey must be submitted to Council via the NSW Planning Portal.

*Note: Council will only consider issuing a Subdivision Certificate in relation to this subdivision when it is satisfied that all conditions of development consent relevant to each stage have been complied with.*

The development (each lot) shall be serviced with electricity, water and telecommunications and prior to the issue of a subdivision certificate the following documents shall be submitted to Council to demonstrate that the requirements of the public utility services have been met:

- a) **Essential Energy: Notification of Arrangement OR Certificate of Acceptance**
- b) **Relevant Communications Authority: Notification of Arrangement OR Certificate of Acceptance**

#### **Electrical and Telecommunication Authorities – Subdivision**

- 22) The developer is to furnish Council with documentary evidence that arrangements have been made, satisfactory to the appropriate electrical authority and the appropriate telecommunications authority, for the provision of street lighting and/or for the provision of electrical power and/or telephone lines, respectively, to serve each lot.

#### **Works As Executed Plan**

- 23) The applicant is to submit to Council an electronic copy of the works as executed plan for works for each stage of the subdivision. The plans are to be in .DWG format.

*Note: The provision of a table of works as executed plan which details: the distance from the centre of the downstream manhole/pit to each sideline, house connection, and dead end; the depths to invert; and the length of such sidelines.*

*Note: The provision of information on the works as executed plans which*

**details: road levels, road crossfalls and longitudinal grades.**

### **Creation of Easements**

- 24) The development will require the creation of an easement under Section 88B of the *Conveyancing Act 1919*:
- a) Stage 1: For drainage of sewage through proposed Lots 7, 14, 15, 16, 17, 18, 19 & 20.
  - b) Stage 2: For drainage of sewage through proposed Lots 2, 3, 4, 5 & 6.

### **Access**

- 25) Designated access/egress driveways are required to be installed to service all proposed allotments prior to the release of the relevant subdivision certificate for each stage. All access/egress driveways shall be a minimum of 6 metres wide and constructed as concrete vehicular access. The driveways shall be constructed to the satisfaction of Council for the life of the development and must be constructed in accordance with Council requirements.

### **Reasons for Conditions:**

Development Application No: 031/2024 was assessed using current procedures developed by the Coonamble Shire Council and other resource information. This includes:

- The requirements of Section 4.15 of the *Environmental Planning and Assessment Act 1979* which states:

#### ***Section 4.15 Matters for consideration – general***

***In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application:***

***(a) the provisions of:***

- (i) any environmental planning instrument, and***
  - (ii) any draft environmental planning instrument that is or has been placed on public exhibition and details of which have been notified to the consent authority, and***
  - (iii) any development control plan, and***
  - (iv) any matters prescribed by the regulations that apply to the land to which the development application relates***
- (b) the likely impacts of that development, including environmental impacts on both the natural and built environments and social and economic impacts in the locality,***
- (c) the suitability of the site for the development,***
- (d) any submissions made in accordance with this Act or the regulations,***
- (e) the public interest.***

- The requirements of the Coonamble Local Environmental Plan 2011.

□ **Field inspection and liaison between officers of the Coonamble Shire Council.**

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

Against: Nil

**CARRIED 8/0**

At 11:21 am, Cr Paul Wheelhouse returned to the meeting.

#### **10.14 WASTE MANAGEMENT REPORT MAY 2025**

##### **RESOLUTION 2025/123**

Moved: Cr Paul Wheelhouse

Seconded: Cr Margaret Garnsey

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

That council investigate the options of bulk waste collection including costings.  
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 YOUTH ACCOMMODATION PROJECT**

##### **RESOLUTION 2025/124**

Moved: Cr Paul Fisher

Seconded: Cr Margaret Garnsey

**That Council:**

- 1. Receives and notes the status of the youth accommodation project.**
- 2. Request the operating plan and funding implications be brought back to Council at the June meeting.**

**CARRIED**

At 11:52 am, Cr Margaret Garnsey left the meeting for discussion the following item  
10.16 - Bore Bath Project.

#### **10.16 BORE BATH PROJECT**

##### **Resolution 2025/125**

Moved: Cr Ahmad Karanouh



Seconded: Cr Adam Cohen

**That Council:**

- 1. Notes the status of the Bore Bath Project and the work already done to get the project progressing on the new site.**
- 2. Notes the grant variation request submitted.**

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

Against: Cr Phillipa Goldsmith

**CARRIED 7/1**

At 12:02 pm, Cr Margaret Garnsey returned to the meeting.

**10.17 STATUS OF INVESTMENTS - APRIL 2025**

**RESOLUTION 2025/126**

Moved: Cr Paul Fisher

Seconded: Cr Paul Wheelhouse

**That Council receives and notes the list of investments from 1 April 2025 to 30 April 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.**

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 RATES AND CHARGES COLLECTIONS - APRIL 2025****RESOLUTION 2025/127**

Moved: Cr Ahmad Karanouh

Seconded: Cr Phillipa Goldsmith

- 1. That Council receives and notes the information provided in the rates and charges collections report.**
- 2. That Council requests the General Manager to extend the payment terms for the user pays water accounts issued the 14/05/2025 to allow ninety (90) days for payment of the account.**

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 12:09 pm, Cr Paul Wheelhouse left the meeting.

**10.19 INVESTMENT POLICY****RESOLUTION 2025/128**

Moved: Cr Ahmad Karanouh

Seconded: Cr Margaret Garnsey

- 1. That Council notes the information contained in the Investment Policy report.**
- 2. That Council adopts the revised Investment Policy, as attached to the May 2025 report.**
- 3. That Council notes no submissions were received from the public in relation to this policy.**

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

Against: Nil

**CARRIED 7/0**

At 12:10 pm, Cr Adam Cohen left the meeting.

**10.20 WESTERN COUNCIL'S ELECTRICITY TENDER****RESOLUTION 2025/129**

Moved: Cr Paul Fisher

Seconded: Cr Phillipa Goldsmith

- 1. That Council notes the information within this report.**
- 2. That Council resolve to endorse management decision to accept the offers received from Origin Energy and AGL for the supply of electricity for contestable sites for a period of two (2) years commencing the 1 July 2025.**

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

Against: Nil

**CARRIED 7/0**

At 12:11 pm, Cr Paul Wheelhouse returned to the meeting.

**10.21 DRAFT OPERATIONAL BUDGET 2025-26 FOR PUBLIC EXHIBITION****RESOLUTION 2025/130**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Karen Churchill

1. That Council notes the information contained in this report.
2. That Council places the Draft Operational Plan, as amended to the report, on public exhibition for a minimum period of 28 days for the purpose of inviting submissions from the community.
3. That Council authorises the draft Operational Plan 2025-26, and hereby makes, fixes, and levies the expenditure amounts set out in the Draft 2025-26 Operational Plan and Budget, in annexure under separate cover to the Business Paper, for public exhibition in accordance with the provisions of Section 405 of the *Local Government Act 1993* for 28 days from Thursday, 15 May 2025, with a submission closing date of 11 June 2025.
4. That Council advertises the Operational Plan 2025-26 in the Coonamble Times, on its website and Facebook pages and displays the relevant documents on Council's Website, as well as making hard copies available to members of the public who request same.
5. That, in accordance with the provisions of Section 535 of the *Local Government Act 1993* (NSW), Council makes, fixes, and levies the Rates and Charges for the 2025-26 financial year, and authorises same for public exhibition as part of the Council's Draft 2025-26 Operational Plan and Budget, in accordance with the provisions of Section 405 of the *Local Government Act 1993* for 28 days from Thursday, 15 May 2025, with a submission closing date of 11 June 2025.

**Residential – Coonamble:**

A Residential – Coonamble rate of 1.5505 cents in the dollar on the current land values of all rateable land in the town of Coonamble, with a minimum rate of \$570.00 per annum;

**Residential – Gulargambone:**

A Residential – Gulargambone rate of 1.088 cents in the dollar on the current land values of all rateable land in the town of Coonamble, with a minimum rate of \$570.00 per annum;

**Residential – Village:**

A Residential – Village rate of 1.377 cents in the dollar on the current land values of all rateable land in the village of Quambone, with a minimum rate of \$560.00 per annum;

**Farmland:**

**A Farmland rate of 0.25070 cents in the dollar on the current land values of all rateable land in the Local Government Area being farmland, with a minimum rate of \$455.00 per annum;**

**Small Rural Holdings:**

**A Small Rural Holding rate of 0.78060 cents in the dollar on the current land values of all rateable land in the Local Government Area being small rural holdings, with a minimum rate of \$590.00 per annum;**

**Rural Residential:**

**A Rural Residential rate of 0.634 cents in the dollar on the current land values of all rateable land in the Local Government Area being rural residential, with a minimum rate of \$560.00 per annum;**

**Business:**

**A Business rate of 2.1250 cents in the dollar on the current land values of all rateable land in the Local Government Area being Business, with a minimum rate of \$620.00 per annum.**

- 6. That the Schedule of Fees and Charges for the 2025-26 financial year be made, fixed, and charged by Council and authorised for public exhibition as part of the Council’s Draft 2025-26 Operational Plan and Budget in accordance with the provisions of Section 405 of the *Local Government Act 1993* for 28 days from Thursday, 15 May 2025, with a submission closing date of 11 June 2025.**
- 7. That Council makes, fixes, and levies the amounts contained within the Water Supply Charge Schedule for the 2025-26 financial year, and that same be authorised by Council for public exhibition as part of its Draft 2025-26 Operational Plan and Budget, in accordance with the provisions of Section 405 of the *Local Government Act 1993* for 28 days from Thursday, 15 May 2025, with a submission closing date of, 11 June 2025. FURTHER, that Council makes, fixes, and levies the following charges in accordance with the provisions of Section 552 and Section 501(1) and Section 502 of the *Local Government Act 1993* on such land which water is connected or able to be connected to for the year ending June 2025:**

<b>Town/Village</b>	<b>Access Charge (\$/20mm)</b>	<b>Usage Charge – 1st Tier (c/kl)</b>	<b>2nd Tier Pricing Limit (kl)</b>	<b>Usage Charge 2nd Tier (c/kl)</b>
<b>Coonamble</b>	<b>460</b>	<b>170</b>	<b>450</b>	<b>200</b>
<b>Gulgambone</b>	<b>540</b>	<b>130</b>	<b>450</b>	<b>200</b>
<b>Quambon</b>	<b>540</b>	<b>160</b>	<b>430</b>	<b>260</b>

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The Access Charges as above are for 20mm services, the charges below allow for the size of the water meters as required by best practice pricing. The resulting charges are shown in the table following:

Item	Coonamble (\$)	Gulargambone (\$)	Quambone (\$)
Access charge (20mm meter)	460	540	540
Access charge (25mm meter)	720	850	850
Access charge (40mm meter)	1,840	2,160	2,160
Access charge (50mm meter)	2,875	3,375	3,375
Access charge (75mm meter)	6,468	7,590	7,590
Access charge (100mm meter)	11,500	13,500	13,500

- That the Sewer Supply Charge Schedule for the 2025-26 financial year be approved by Council for public exhibition as part of the Council’s Operational Plan and Budget in accordance with the provisions of Section 405 of the Local Government Act 1993 for 28 days from Thursday, 15 May 2025, with a submission closing date of 11 June 2025. FURTHER, that Council makes, fixes and levies the following charges in accordance with the provisions of Section 501(1), Section 502 and Section 552 of the *Local Government Act 1993* on such land which sewer is connected or able to be connected to for the year ending June 2025.

**Residential Sewerage – Coonamble**

Sewerage availability charge of \$890.00 per annum per assessment.

**Residential Sewerage – Gulargambone**

Sewerage availability charge of \$890.00 per annum per assessment.

**Sewerage – Coonamble Flats**

Sewerage availability charge of \$690.00 per annum per unit.

**Sewerage – Gulargambone Flats**

**Sewerage availability charge of \$810.00 per annum per unit.**

**Non-residential Sewerage - Coonamble**

**Sewer charge for Non-residential Sewerage – Coonamble is not less than a minimum charge of \$890.00 per annum per assessment. Non-residential services are also subject to sewer discharge factor (usage charge) related to water consumption. The treatment charge to be applied is 410 cents per kilolitre.**

**Non-residential Sewerage - Gulargambone**

**Sewer charge for Non-residential Sewerage – Gulargambone is not less than a minimum charge of \$890.00 per annum per assessment. Non-residential services are also subject to sewer discharge factor (usage charge) related to water consumption. The treatment charge to be applied is 410 cents per kilolitre.**

9. That the Waste Collection Service Schedule for the 2025-26 financial year be approved by Council for public exhibition as part of the Council’s Draft 2025-26 Operational Plan and Budget in accordance with the provisions of Section 405 of the *Local Government Act 1993* for 28 days from 15 May 2025, with a submission closing date of 11 June 2025. FURTHER, that Council makes, fixes and levies the following charges in accordance with the provisions of Section 496 and Section 502 of the *Local Government Act 1993* for the Waste Collection Services (with the understanding that one (1) Waste Collection Service entitles a property owner to a 240-litre weekly garbage service per assessment – unless otherwise indicated):

Particulars	2025-26 Charge per annum (\$)
Domestic – Coonamble Occupied	550.00
Domestic Coonamble – additional Service (per additional service)	310.00
Commercial – Coonamble Occupied	550.00
Commercial Coonamble – additional Service (per additional service)	310.00
Commercial Coonamble – Coonamble Occupied (Biweekly service) per service	860.00
Domestic – Gulargambone Occupied	550.00
Domestic Gulargambone – additional Service (per additional	310.00

service)	
<b>Commercial – Gulargambone Occupied</b>	<b>550.00</b>
<b>Commercial Gulargambone – additional Service (per additional service)</b>	<b>310.00</b>
<b>Domestic – Quambone Occupied</b>	<b>550.00</b>
<b>Domestic Quambone – additional Service (per additional service)</b>	<b>310.00</b>
<b>Commercial – Quambone Occupied</b>	<b>550.00</b>
<b>Commercial Quambone – additional Service (per additional service)</b>	<b>310.00</b>
<b>Coonamble/Vacant Land – within scavenging area</b>	<b>110.00</b>
<b>Gulargambone/ Vacant Land – within scavenging area</b>	<b>110.00</b>
<b>Quambone/Vacant Land – within scavenging area</b>	<b>110.00</b>
<b>Rural Waste Charge – Land outside collection area (<i>Local Government Act 1993 – Section 501</i>)</b>	<b>45.00</b>

10. That Council, in accordance with the provisions of Section 566(3) of the *Local Government Act 1993*, determines that the extra interest charges on overdue rates and charges will be levied at the maximum rate allowable and as advised by the Office of Local Government on a daily simple interest basis for the financial year ending 30 June 2026. The rate interest payable on overdue rates and charges for the 2025-26 financial year will be 10.5% per annum.
11. That Council requests the Director - Corporate Services to present a further report, together with all submissions received, to Council at the conclusion of the public exhibition period for Council's consideration and adoption of the final 2025-26 Operational Plan and Budget at its Ordinary Meeting in June 2025.
12. That Council, in accordance with the provisions of Section 405(6) of the *Local Government Act 1993*, places a copy of its adopted Operational Plan on its website within 28 days of it being formally adopted at the June 2025 Ordinary Meeting.



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

**Against:** Nil

**CARRIED 8/0**

At 12:16 pm, Cr Adam Cohen returned to the meeting.

## **10.22 INVESTIGATION INTO THE UTILISATION OF LOAN FUNDING FOR THE PURPOSE ROADS NETWORK**

### **RESOLUTION 2025/131**

Moved: Cr Paul Wheelhouse

Seconded: Cr Karen Churchill

- 1. That Council notes the information in the Investigation into the Utilisation of Loan Funding for the Purpose of Roads Network report.**
- 2. That Council resolves to request the General Manager or his delegate, to develop a draft Sealing of Unsealed Roads Policy for Council's consideration and adoption.**
- 3. That Council resolves to include a strategic objective of sealing unsealed roads within the Coonamble Shire local government area as part of its Transport Infrastructure asset management plans.**

**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**

**10.23 QUARTERLY BUDGET REVIEW - MARCH 2025****RESOLUTION 2025/132**

Moved: Cr Adam Cohen

Seconded: Cr Paul Fisher

- 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 March 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 March 2025.**

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 12:39 pm, Cr Adam Cohen left the meeting.

**10.24 COONAMBLE AND QUAMBONE TENNIS COURTS UPGRADE****RESOLUTION 2025/133**

Moved: Cr Margaret Garnsey

Seconded: Cr Paul Wheelhouse

**That the report be received and noted on the Coonamble and Quambone Tennis Court upgrades.**

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

Against: Nil

**CARRIED 8/0**

**10.25 TOORAWEEAH ROAD UPGRADE - MONTHLY STATUS UPDATE**

**RESOLUTION 2025/134**

Moved: Cr Ahmad Karanouh

Seconded: Cr Paul Fisher

**That the report be received and noted on the progress of the Tooraweenah Road Upgrade Project.**

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

Against: Nil

**CARRIED 8/0**

**10.26 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS**

**RESOLUTION 2025/135**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Karen Churchill

**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, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith, Ahmad Karanouh and Paul Wheelhouse

Against: Nil

**CARRIED 8/0**

At 12:47 pm, Cr Adam Cohen returned to the meeting.

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

Nil

At 12:58 pm, Cr Paul Wheelhouse left the meeting.

**MOTION****RESOLUTION 2025/136**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Ahmad Karanouh

**That Item 12.3 Housing Project be dealt with in open session.**

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**

**12.2 HOUSING PROJECT****RESOLUTION 2025/137**

Moved: Deputy Mayor Steven Butler

Seconded: Cr Paul Fisher

**That Council:**

- 1. Receives and notes the status of the Housing Project.**
- 2. Notes the proposed subdivision staging and status of contract negotiations with the Simmons Group.**

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**

Council breaks for lunch at 1.04pm.

At 1:30 pm, Cr Paul Wheelhouse returned to the meeting.

The meeting resumed at 1.30pm.

**12 CONFIDENTIAL MATTERS****RESOLUTION 2025/138**

Moved: Cr Ahmad Karanouh

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 Sons Of The Soil (SOTS)**

This matter is considered to be confidential under Section 10A(2) - c and 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

### **12.2 Bore Bath Project - Lead Consultancy**

This matter is considered to be confidential under Section 10A(2) - d(i) and d(ii) 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 and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

### **12.3 General Manager Performance Review**

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

**CARRIED**

### **12.1 SONS OF THE SOIL (SOTS)**

#### **RESOLUTION 2025/139**

Moved: Cr Adam Cohen

Seconded: Cr Paul Wheelhouse

**That Council receives and notes the information contained in the Sons of the Soil (SOTS) report.**

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

Against: Nil

**CARRIED 8/0**

At 1:45 pm, Cr Adam Cohen left the meeting.

At 1:47 pm, Cr Margaret Garnsey left the meeting for discussion on the following item  
12.3 - Bore Bath Project - Lead Consultancy

**12.2 BORE BATH PROJECT - LEAD CONSULTANCY****RESOLUTION 2025/140**

Moved: Cr Phillipa Goldsmith

Seconded: Deputy Mayor Steven Butler

**That Council:**

1. Notes the information in the report.
2. Authorise the General Manager to contact the funding body to get confirmation of the status of the grant funding including the recently submitted variation request and its outcome.
3. Continue discussions with neighbouring land owners and Crown Land Managers to determine their predicted water usage and requirements and possibilities of securing the land and bring back a report to Council with these findings.
4. Authorise the General Manager to continue negotiations with potential suppliers to provide the necessary works to progress the project.

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

Against: Nil

**CARRIED 7/0**

At 2:30 pm, Cr Margaret Garnsey returned to the meeting.

All staff have been asked to leave the room for the discussion on item 12.4 –  
SUPPLEMENTARY BUSINESS - General Manager Performance Review

At 3:05 pm, Cr Phillipa Goldsmith left the meeting.

**12.3 SUPPLEMENTARY BUSINESS - GENERAL MANAGER PERFORMANCE REVIEW**

**RESOLUTION 2025/141**

Moved: Cr Karen Churchill  
 Seconded: Cr Paul Wheelhouse

**That Council**

- 1. Note the outcome of the 2024/25 annual performance review for the General manager**
- 2. Authorise the Mayor to sign the performance Agreement for Coonamble Shire Council - General Manager – 2025/26 on behalf of Council, and**
- 3. Note that a midterm review will be conducted in September 2025 as agreed by the General Manager.**

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

Against: Cr Ahmad Karanouh

**CARRIED 6/1**

At 3:12 pm, Cr Karen Churchill left the meeting.

**RESOLUTION 2025/142**

Moved: Cr Ahmad Karanouh  
 Seconded: Cr Margaret Garnsey

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

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

Against: Nil

**CARRIED 7/0**

**13 CONCLUSION OF THE MEETING**

**The Meeting closed at 3:18pm.**

**The minutes of this meeting were confirmed at the Council held on 18 June 2025.**

.....

**CHAIRPERSON**



# **MINUTES**

**Extraordinary Council Meeting  
Tuesday, 3 June 2025**



**MINUTES OF COONAMBLE SHIRE COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE SHIRE CHAMBER, COONAMBLE  
ON TUESDAY, 3 JUNE 2025 AT 5.00 PM**

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

**IN ATTENDANCE:** Marina Colwell (Executive Support Officer)

**1 OPENING MEETING**

The Mayor opened the meeting at 5.20pm, advising the attendees of the following:

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

**2 ACKNOWLEDGEMENT OF COUNTRY**

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

**3 COMMUNITY CONSULTATION**

Nil

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

##### APOLOGY

##### RESOLUTION 2025/143

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

**That the apology from Cr Churchill be noted and approved.**

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

Against: Nil

**CARRIED 8/0**

#### 5 DEPUTATION/DELEGATIONS

#### 6 DISCLOSURES OF CONFLICTS OF INTEREST

#### 7 MAYORAL MINUTE

##### MAYORAL MINUTE

##### RESOLUTION 2025/144

Moved: Mayor Daniel Keady

Seconded: Cr Ahmad Karanouh

**That the Mayoral Minute – Staff be referred to closed council pursuant to section 10A(2)(a) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with personnel matters concerning particular individuals (other than councillors).**

**FURTHER that council resolve that:**

- 1. Council go into closed council to consider business relating to confidential information.**
- 2. Pursuant to section 10A(1)-(3) of the *Local Government Act 1993* (NSW), the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above.**
- 3. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993* (NSW).**

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

Against: Nil

**CARRIED 8/0**

## **8 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:

#### **8.1 Mayoral Minute**

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

### **RESOLUTION 2025/145**

Moved: Cr Margaret Garnsey

Seconded: Cr Paul Fisher

**That Council resolve to provide the Mayor with the authority to negotiate with the General Manager in respect to his employment contract.**

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

Against: Nil

**CARRIED 8/0**

At 6.25 pm, Cr Phillipa Goldsmith left the meeting.

### **RESOLUTION 2025/146**

Moved: Cr Ahmad Karanouh

Seconded: Cr Paul Fisher

**That Council moves out of Closed Council into Open Council at 6.38pm.**

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

Against: Nil

**CARRIED 7/0**

**9 CONCLUSION OF THE MEETING**

**The Meeting closed at 6.39pm.**

**The minutes of this meeting were confirmed at the Council held on 18 June 2025.**

.....  
**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 May.

- **Governor Visit**

The Coonamble community is preparing to welcome the Governor of New South Wales, she is scheduled to visit the Coonamble Local Government Area on Thursday 19 June 2025. This visit marks a significant occasion for the region, offering an opportunity to showcase the resilience, culture, and aspirations of the local community.

During the visit, the Governor is expected to meet with Coonamble Shire Council representatives, local leaders, and community members. Her Excellency's itinerary is quite full for the short visit.

This visit not only reinforces the importance of regional voices in state-level conversations but also celebrates the unique contributions of Coonamble to the broader New South Wales community. We will extend a warm welcome to the Governor, reflecting the hospitality and pride that define the Coonamble spirit.

- **Rodeo**

The 70th annual Coonamble Rodeo and Campdraft, held over the June long weekend, has been hailed as one of the most successful in the event's storied history. Drawing over 4,000 spectators and 1,000 competitors, the event once again proved why it's the largest combined rodeo and campdraft in the Southern Hemisphere.

From thrilling saddle bronc and bull riding shootouts to the precision of campdrafting, the action-packed weekend delivered unforgettable moments. The newly upgraded arena, additional grandstands, and enhanced lighting created a vibrant atmosphere for both day and night events.

Community spirit was on full display, with local groups receiving donations and volunteers ensuring the smooth running of the event. The introduction of the Len Scott Rodeo Memorial Shootout added a heartfelt tribute to the program, honouring decades of dedication to the sport.

With accommodation booked out and ticket sales soaring, the 2025 Coonamble Rodeo and Campdraft was not just a celebration of tradition—it was a showcase of community pride and country excellence.

- **Tooraweenah Road Workshop**

Councillors participated in a comprehensive workshop focused on the Tooraweenah Road Upgrade, designed to enhance their understanding of the project's scope and delivery framework. The session featured detailed presentations from Projence, the appointed Project Manager, and Access Environmental Planning, who are conducting the Review of Environmental Factors (REF) and related investigations. A key component of the workshop was the in-depth exploration of the environmental assessment process, which included legislative obligations, ecological considerations, and the ways in which these findings will shape the project's design, approval pathways, and implementation by both Council and contractors.

The workshop also addressed various delivery methods, highlighting associated risks, projected timeframes, and procurement implications. Councillors received an update on the tender process, including upcoming milestones, compliance requirements, and key timelines. Emphasis was placed on the importance of community consultation, with a strong commitment to keeping stakeholders—particularly affected landowners—informed and engaged throughout the project's progression. Overall, the session proved valuable in aligning Councillors with the planning requirements and strategic direction of the Tooraweenah Road Upgrade.

- **Risk Management Workshop**

On Wednesday 11 June, Councillors participated in a workshop focused on Risk Management and Council's draft Risk Appetite Statement. The session provided valuable insights into different categories of risk and clarified the roles and responsibilities of individuals across the organisation in managing those risks. Recognising and addressing risk is essential for any organisation, and Council has a legal obligation under NSW legislation to adopt a structured approach. The Risk Appetite Statement will be further considered and formally adopted at the June Council meeting.

- **Country Mayors Meeting**

On Thursday 12 June, along with Council's Director of Infrastructure I attended a Country Mayors Association (CMA) Regional Transport and Roads Meeting. The meeting brought together local government leaders to discuss critical infrastructure priorities impacting regional communities. Further the meeting focused on improving road safety, enhancing freight and passenger transport networks, and addressing funding challenges faced by rural councils. Attendees shared insights on current projects, explored opportunities for collaboration, and emphasized the need for sustained investment in regional transport systems. The session reinforced the importance of unified advocacy to ensure regional voices are heard in state and federal transport planning.

- **Resignation of General Manager**

At an extraordinary meeting held on Tuesday 3 June 2025, Council received and accepted the resignation of our General Manager, Paul Gallagher.

Paul has been caring for his wife, Vicki, following her recent shoulder surgery. He has made the heartfelt decision to retire in order to focus on his family and enjoy more time at home in Nambucca. During his two-year tenure as General Manager, Paul made significant contributions to our organisation. He addressed key staff vacancies and worked diligently to foster a positive and collaborative workplace culture.

Paul also played a pivotal role in several major projects, including the youth accommodation initiatives in Coonamble and Gulargambone, the Yarran Street housing project, and the Core and Cluster domestic violence facility currently planned for Hickey Street. Additionally, he was responsible for negotiating the purchase and potential sale of the Sons of the Soil (SOTS) Hotel on behalf of the previous Council.

On behalf of the current Council, I extend our sincere thanks to Paul for his service and dedication. We wish Paul and Vicki all the very best for the future.

### **RECOMMENDATION**

**That the Mayoral Minute for May 2025 be noted.**



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

**SECTION B - MATTERS FOR INFORMATION ONLY**

## 9 COMMITTEE REPORTS

### 9.1 LOCAL TRAFFIC COMMITTEE - MINUTES/REPORT

**File Number:** C 6-13

**Author:** Marina Colwell-Executive Support

**Authoriser:** Kerrie Murphy, Director Infrastructure Services

**Annexures:** 1. Local Traffic Committee - Minutes/Report [↓](#) 

#### PURPOSE

Presentation of the Minutes for adoption.

#### EXECUTIVE SUMMARY

The Minutes are attached for adoption.

#### BACKGROUND

The Committee is a representative body of the workforce which assists with the development of and makes recommendations.

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

11.5.3 Develop and implement strategies and operations which deliver quality and well managed Council assets and infrastructure to the community.

**(b) Financial Considerations**

Nil

#### COMMENTARY

The Local Traffic Committee met on 13 February 2025.

The Committee Minutes are attached.

**(a) Governance/Policy Implications**

Nil

**(b) Legal Implications**

Nil

**(c) Social Implications**

Nil

**(d) Environmental Implications**

Nil

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

Nil

**(f) Risk Implications**

Nil

**CONCLUSION**

The Local Traffic Committee requires the Minutes to be proofread and signed by the Chair.

**RECOMMENDATION**

**That the Minutes of the Local Traffic Committee meeting of 13 February 2025 be adopted as a true and accurate record.**

# COONAMBLE

## SHIRE COUNCIL

**MINUTES OF THE MEETING OF THE LOCAL AREA TRAFFIC COMMITTEE, HELD IN THE CHAMBERS, COONAMBLE SHIRE COUNCIL ADMINISTRATION BUILDING, COONAMBLE ON THURSDAY 13 FEBRUARY 2025, COMMENCING AT 9 A.M.**

**PRESENT:**

Mr Richard Drooger (TfNSW Representative)  
Mrs Kylie Kerr (Manager Roads)  
Mrs Kookie Atkins (Local MP representative)  
Sergeant Benjamin Tatton (NSW Police Force)  
Maddison Ward (Tourism & Major Events Coordinator)  
Kylie Parry (Coonamble Show Society)

1. **APOLOGIES** None
2. **CONFIRMATION OF MINUTES**  
Minutes confirmed as true and correct.
3. **BUSINESS ARISING FROM MINUTES**
  - Bus route signs – waiting on funding confirmation from TfNSW
4. **REPORTS**
  - 4.1 ***Anzac Day road closure***

**RECOMMENDATION**

1. That the Local Traffic Committee has no objection to the traffic management changes for Tooloon Street, Castlereagh Street and Aberford Street, Coonamble from 10:30 AM Friday 25 April 2025 to 12:00 PM/AM Friday 25 April 2025 for Anzac Day:
  - a. Event organisers submit their event management plan including traffic management plan.
  - b. Event organisers providing copies of their Public Liability Insurance for the event.
  - c. Traffic Guidance Scheme (TGS) meets the requirements of the Traffic Control at Worksites (TCAWS) Technical Manual.
  - d. A Road Occupancy Licence (ROL) being obtained for the event.
  - e. No road closure required for Dawn Service
- 4.2 ***A Night on the Town road closure***

**RECOMMENDATION**

1. That the Local Traffic Committee has no objection to the traffic management changes for Castlereagh Street between Aberford Street and Skillmans Lane, from 1:00 PM, Saturday 5 April 2025, through to 7 AM, Sunday 6 April 2025 for the A Night on the Town community event subject to:
  - a. Event organisers submit their event management plan including traffic management plan.
  - b. Event organisers providing copies of their Public Liability Insurance for the event.
  - c. Traffic Guidance Scheme (TGS) meets the requirements of the Traffic Control at Worksites (TCAWS) Technical Manual.
  - d. A Road Occupancy Licence (ROL) being obtained for the event.

**4.2 Speed zones signs for Conimbia Street Coonamble****RECOMMENDATION**

1. That a speed zone review request be sent to Transport for NSW (TfNSW) for:
  - a. Conimbia Street Coonamble
  - b. Carinda Road from Castlereagh Highway for approximately first 1km
2. That a 50 speed zone sign be installed on Wingadee Street at the Conimbia Street end.

**5. INFORMAL MATTERS****5.1 Intersection of Aberford Street (Castlereagh Highway) and Railway Street Coonamble.**

Discussed the congestion at the intersection at Aberford Street (Castlereagh Highway) and Railway Street because of vehicles parking for extended periods out the front of Wooding Hire. This is particularly an issue during harvest time. Council to review design options for this intersection.

**6. ITEMS WITHOUT NOTICE****6.1 Delegation Guidelines**

Transport for NSW is drafting a new delegation guideline which will include a change in terminology. The draft guideline will be released for public review soon.

**6.2 Intersection of Pilliga Road and Baradine Road**

Discussed the safety issues associated at the intersection of Pilliga Road and Baradine Road. It was noted that some motorists on Pilliga Road may not be slowing down before turning onto Baradine Road therefore not allowing adequate time to change for vehicles on Baradine Road. The angle Pilliga Road intersects with Baradine Road is not at 90 degrees therefore negatively impacting visibility of traffic on Baradine Road. Sight distance is adequate in all directions with no physical structures obstructing view.

Possible treatments to improve safety at the intersection are larger T-intersection ahead signs on Pilliga Road, redesign of road where Pilliga Road intersects with Baradine to square it off and enhanced delineation devices leading into the intersection.

### **6.3 Approaches to Coonamble**

Discussed the signs on the major roads approaching Coonamble and their appropriateness.

#### **RECOMMENDATION**

**That the Local Traffic Committee recommends that a sign audit is conducted on the approaches to Coonamble.**

### **7. DATE OF NEXT MEETING – Thursday 8 May 2025**

At this juncture, the meeting declared closed at 10:10 am.

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## Local Traffic Committee

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### 4.1 Coonamble Anzac Day Event

**File Number:** C6-13

**Author:** Kylie Kerr – Manager Roads

**Annexures:** 1. Event Application and Associated Documentation

#### PURPOSE

The purpose of this report is for the Local Traffic Committee to consider the traffic implications associated with closing Castlereagh Street, Coonamble between Aberford Street and Namoi Street for ANZAC Day events.

#### BACKGROUND

Each year, ANZAC Day events are held across the Shire. The event that is held in Coonamble requires road closures.

#### COMMENTARY

Council has received a request from Coonamble Shire Council to close a number of streets including Castlereagh Street near the Cenotaph on Friday 25 April 2025.

This event is a Class 2 event as per the Guide to Traffic and Transport Management for Special Events as it impacts the Castlereagh Highway.

The requested change in traffic conditions to accommodate Anzac Day .

The Traffic Guidance Scheme (TGS) to be supplied later.

The Event Organiser has submitted the following information in support of their application:

- Risk Assessment and Control Plan
- A Night on the Town Site Map
- Advertisement Road Closure Notice
- Traffic Management Plan

As this is a Council organised event it is covered under Council's insurance policy.

#### CONCLUSION

That Local Traffic Committee consider the road closures to determine the most appropriate approach for Anzac Day.

#### RECOMMENDATION

1. That the Local Traffic Committee has no objection to the traffic management changes for Tooloon Street, Castlereagh Street and Aberford Street, Coonamble from 10.30am Friday 25 April 2025 to 12.00pm Friday 25 April 2025 for Anzac Day:
  - a. Event organisers submit their event management plan including traffic management plan.
  - b. Event organisers providing copies of their Public Liability Insurance for the event.
  - c. Traffic Guidance Scheme (TGS) meets the requirements of the Traffic Control at Worksites (TCAWS) Technical Manual.
  - d. A Road Occupancy Licence (ROL) being obtained for the event.
  - e. No road closure required for Dawn Service

**Coonamble Road Closure for ANZAC Day March**

Coonamble Shire Council is coordinating the necessary road closures for 2025 ANZAC march to be held Friday, 25 April 2025.

The Coonamble mainstreet, Castlereagh Street, between the Tooloon Street roundabout and the Cenotaph located near the Council administration building (80 Castlereagh Street) will be closed to through traffic from 10:30 AM until 12:00 noon, Friday 25 April 2025.

No direct access down the Castlereagh Highway between Aberford Street and Warrena Street will be permitted during this time. However, after the completion of the march, while the service is taking place, traffic will be supervised to pass through Aberford Street, down to Dubbo Street and onto Warrena/King Streets to return to the Highway.







80 Castlereagh Street, Coonamble NSW 2829  
Telephone. 02 6827 1900 Fax. 02 6822 1626  
Email. [council@coonambleshire.nsw.gov.au](mailto:council@coonambleshire.nsw.gov.au)  
[www.coonambleshire.nsw.gov.au](http://www.coonambleshire.nsw.gov.au)  
ABN. 19 499 848 443

All communications to be addressed to the General Manager  
PO Box 249, Coonamble NSW 2829

11 February 2025

Officer in Charge  
Coonamble Police Station  
Aberford Street  
COONAMBLE NSW 2829

Dear Sir/Madam,

**RE: Coonamble Road Closure for ANZAC Day March**

Coonamble Shire Council is coordinating the necessary road closures for 2025 ANZAC march to be held Friday, 25 April 2025.

The Coonamble mainstreet, Castlereagh Street, between the Tooloon Street roundabout and the Cenotaph located near the Council administration building (80 Castlereagh Street) will be closed to through traffic from 10:30 AM until 12:00 noon, Friday 25 April 2025.

No direct access down the Castlereagh Highway between Aberford Street and Warrena Street will be permitted during this time. However, after the completion of the march, while the service is taking place, traffic will be supervised to pass through Aberford Street, down to Dubbo Street and onto Warrena/King Streets to return to the Highway.

It would be appreciated if you could contact me by phone on (02) 6827 1981 or by email [tourism@coonambleshire.nsw.gov.au](mailto:tourism@coonambleshire.nsw.gov.au) to raise any concerns.

Yours faithfully,

A handwritten signature in black ink, appearing to read "M Ward", written over a faint grey circular stamp.

Maddison Ward  
**TOURISM & EVENTS OFFICER**

### RISK ASSESSMENT AND CONTROL PLAN

<b>Name of Event:</b>	<b>ANZAC Day March - Dawn Service and 11:00 AM Service</b>
<b>Date of Event:</b>	Friday, 25 April 2025
<b>Time of Event:</b>	5:30 AM – 12:00 NOON
<b>Location of Event:</b>	Castlereagh Street, Coonamble NSW 2829 (Mainstreet, CBD) across Aberford Street, onto Castlereagh Highway
<b>Event Overview:</b>	
<b>No. of Organisers Attending Event:</b>	10
<b>No. of Expected Attendees:</b>	500
<b>Risk Assessment Prepared By:</b>	Maddison Ward (Tourism and Events Officer, Coonamble Shire Council)
<b>Date of Assessment:</b>	<b>5 February 2025</b>

RISK ASSESSMENT MATRIX		Consequence				
Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		First aid required	Medical attention and several days off work	Long term illness or serious injury	Permanent disability or ill health	Death
		A	B	C	D	E
<b>Almost Certain</b>	<b>5</b>	Medium	Significant	Significant	High	High
<b>Likely</b>	<b>4</b>	Medium	Medium	Significant	Significant	High
<b>Possible</b>	<b>3</b>	Low	Medium	Medium	Significant	Significant
<b>Unlikely</b>	<b>2</b>	Low	Medium	Medium	Medium	Significant
<b>Rare</b>	<b>1</b>	Low	Low	Low	Medium	Medium

### RISK ASSESSMENT AND CONTROL PLAN

General Hazards	Initial Risk Rating	Control measures	Residual Risk Rating
<p><b>Insufficient event planning and consultation with stakeholders</b></p>	<p><b>C4</b></p>	<ul style="list-style-type: none"> <li>✓ Consultation occurs with all stakeholders to establish type, size, stakeholders and reason for the event; including establishing event objectives</li> <li>✓ Council's level of ownership and responsibility is determined (category 1 )- Low-risk event.</li> <li>✓ Risk assessment completed in consultation with stakeholders</li> <li>✓ Responsibility for implementation and monitoring of risk controls communicated to stakeholders (Council responsibility)</li> <li>✓ Senior management have endorsed this event</li> <li>✓ Council has developed and documented an Event Management Plan Event coordinator monitors actions and will keep management informed if there are any issues or changes in risk or to the program delivery.</li> <li>✓ Incident reporting tools are available for all stakeholders</li> <li>✓ Emergency services have been notified of the event.</li> <li>✓ Contingency plans for this event have been developed and communicated with stakeholders (adverse weather, suitability of events area, missing children, etc)</li> <li>✓ A Communication Plan is developed in consultation with stakeholders</li> <li>✓ Pre-event site inspection is conducted and undertaken by an authorised member or representative of Council (documented)</li> <li>✓ An Emergency Management Plan is developed for this event in consultation with relevant stakeholders</li> <li>✓ A copy of the Emergency Management Plan for this event</li> <li>✓ Fire and Rescue NSW are in attendance</li> <li>✓ NSW Police have been notified of this event</li> <li>✓ NSW ambulance have been notified of this event</li> <li>✓ Coonamble Shire Council has qualified first aid officer's (FAO) onsite</li> <li>✓ Stakeholders are notified of FAO's during the morning's toolbox talk/events briefing</li> </ul>	<p><b>B1</b></p>
<p><b>Crowd/stakeholder management</b></p>	<p><b>C3</b></p>	<ul style="list-style-type: none"> <li>✓ Alcohol-free zones are established and noted in the event application plan</li> <li>✓ This includes signage in the local events area</li> <li>✓ This is an alcohol-free event</li> <li>✓ Local police have been notified of this event</li> <li>✓ Designated Coonamble Shire Council staff are assisting with crowd behaviour and management</li> </ul>	<p><b>A1</b></p>
<p><b>Adverse weather</b></p>	<p><b>C4</b></p>	<ul style="list-style-type: none"> <li>✓ Event is postponed/cancelled if weather poses a risk to the health and safety of persons attending this event</li> <li>✓ Alternate area is considered in consultation with relevant stakeholders</li> <li>✓ An Events Contingency Plan is developed for this event.</li> </ul>	<p><b>B1</b></p>

**RISK ASSESSMENT AND CONTROL PLAN**

<p><b>Insufficient risk management</b></p>	<p><b>C4</b></p>	<ul style="list-style-type: none"> <li>✓ A risk assessment has been undertaken prior to the event</li> <li>✓ Compliance checks are carried out to ensure that individual stakeholders are complying with their WHS responsibilities (Council responsibility)</li> <li>✓ Council's events coordinator conducts a toolbox talk (documented) and risk assessment induction (to this risk assessment) prior to the event occurring with all relevant stakeholders</li> <li>✓ An authorised member of council inspects the event area for ground-related hazards and conditions before, during, and after the event</li> <li>✓ If hazards exist, or become known, immediate action is taken to eliminate the risk or control the risk as reasonably practicable</li> <li>✓ Any ground hazards are documented in the Site Management Plan and then communicated to all stakeholders</li> <li>✓ Immediate action is undertaken to rectify any health and safety risks</li> </ul>	<p><b>B2</b></p>
<p><b>Insufficient emergency management processes</b></p>	<p><b>D4</b></p>	<ul style="list-style-type: none"> <li>✓ An Emergency Management Plan is developed for this event in 3 consultation with relevant stakeholders</li> <li>✓ All relevant stakeholders have a copy of the Emergency Management Plan for this event</li> <li>✓ Fire and Rescue NSW are in attendance</li> <li>✓ NSW Police have been notified of this event</li> <li>✓ NSW ambulance have been notified of this event</li> <li>✓ Coonamble Shire Council has qualified first aid persons onsite</li> </ul>	<p><b>A2</b></p>
<p><b>Ground conditions (uneven ground, exposed cables/cords, ground surface conditions, clutter, etc)</b></p>	<p><b>C4</b></p>	<ul style="list-style-type: none"> <li>✓ Pre-event site inspection is conducted and undertaken by an authorised member or representative of Council</li> <li>✓ Stakeholders report any unsafe ground-related hazards to the events coordinator immediately so that they can be remedied as soon as reasonably practicable</li> <li>✓</li> </ul>	<p><b>B2</b></p>
<p><b>Waste/rubbish/clutter</b></p>	<p><b>A4</b></p>	<ul style="list-style-type: none"> <li>✓ Rubbish bins are strategically located over the events area 6 0 Stakeholders are reminded to put all rubbish and waste into the bins provided</li> <li>✓ Stakeholders are reminded report any rubbish or clutter build up to the events coordinator so that areas can be cleaned up</li> <li>✓ Left over rubbish and waste is cleaned up by Coonamble Shire Council parks and gardens staff (post inspection)</li> </ul>	<p><b>A1</b></p>

## Special Event Overview

### 1.1 Event Location

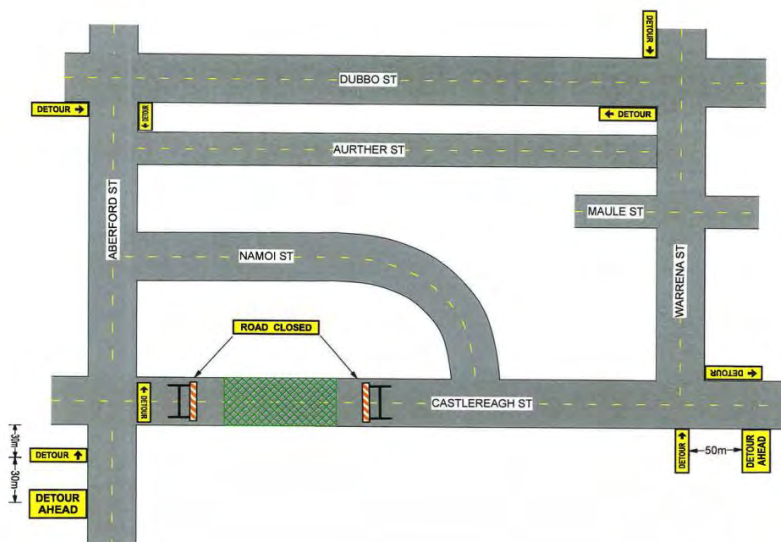


Figure 1 - Event Overview Map

### 1.2 Event Details

**Event name:** ANZAC Day March

**Event location:** Castlereagh Street, between the Tooloon Street roundabout and the Cenotaph located near the Council administration building (80 Castlereagh Street)

**Event date:** 25/04/2025

**Event start time:** 10:30 AM until 12:00 noon

**Event is:** On street moving

**Event is:** An annual event

**Event Class is:** Class 2

**Event setup times:**

Setup Time	Task/Description
10:30 AM, Saturday 25 April	Road closure implemented
12:00 noon, Saturday 25 April	Road closure ends



**Event pack up times (incl staged reopening):**

Table 1 - Event pack up times

Pack Down Time	Task/Description

Table 2 - Event setup times

**Other Event Details:**

Click or tap here to enter text.



## 2. Traffic and Transport Management

Traffic & Transport Overview	
Event Checklist	<b>4.1. The route or location</b>
	<input checked="" type="checkbox"/> Map in Appendices
	<b>4.2. Parking</b>
	<input type="checkbox"/> Parking organised – Details in Appendices
	<b>4.3. Parking Restrictions</b>
	<input type="checkbox"/> Local Council have implemented and will manage parking restrictions
	<b>4.4. Access for residents, businesses, hospitals, and emergency vehicles</b>
	<input type="checkbox"/> Plans to minimise the impact on the non-event community can be found in the Appendices
	<input checked="" type="checkbox"/> Emergency vehicle access has been catered for through and around the event
	<b>4.5. Closing and reopening of roads</b>
	<input checked="" type="checkbox"/> A schedule for the closure of roads is included in Section 2
	<input checked="" type="checkbox"/> A schedule for the reopening of roads is included in Section 2
	<b>4.6. Traffic Guidance Schemes</b>
	<input type="checkbox"/> TGS have been developed and can be found in the Appendices
	<b>4.7. Hostile Vehicle Mitigation Plan</b>
	<input type="checkbox"/> A HVM plan will be developed in consultation with NSW Police for this event
<b>4.8. Traffic calming, Construction and traffic generating developments</b>	
<input type="checkbox"/> Plans have been included to minimise impact of construction activities, traffic calming devices and/or traffic generating developments	
<input type="checkbox"/> No impacts on the event or alternate routes evident	
<b>4.9. Public Transport Impacts</b>	
<input type="checkbox"/> Public Transport is impacted, and plans have been included in the Appendices	
<b>4.10. Active Transport</b>	
<input type="checkbox"/> Pedestrians are impacted and plans can be found in the Appendices	
<input type="checkbox"/> Cyclist are impacted and plans can be found in the Appendices	
<input type="checkbox"/> Active transport sharing scheme providers have been contacted and plans can be found in the Appendices	
<b>4.11. Point to Point Transport</b>	
<input type="checkbox"/> Taxis have been impacted and the alternate arrangements can be found in the Appendices	

**Traffic & Transport Overview**

<input type="checkbox"/>	Rideshare services have been impacted and details can be found in the Appendices
<b>4.12. Heavy Vehicle Impacts</b>	
<input type="checkbox"/>	There are impacts to Heavy Vehicles
<b>4.13. Advertising traffic and transport arrangements</b>	
<input type="checkbox"/>	Newspaper Advertising (for Road Closures and/or Special Event Clearways)
<input type="checkbox"/>	Live Traffic NSW Website
<input type="checkbox"/>	Portable Variable Message Signs
<input type="checkbox"/>	Permanent Variable Message Signs
<input type="checkbox"/>	Road Closure warning signs

Table 3 - Traffic and Transport Overview



### 3. Risk Management Traffic and Transport

Risk Management Traffic and Transport Overview	
Event Checklist	<b>4.14. Work Health and Safety</b>
	<input checked="" type="checkbox"/> Risk Management Plans can be found in the Appendices
	<b>4.15. Public Liability Insurance</b>
	<input checked="" type="checkbox"/> Public Liability certificate of currency can be found in Appendices
	<b>4.16. NSW Police Approval</b>
	<input type="checkbox"/> Police written approval has been obtained
<b>4.17. Emergency Services</b>	
<input type="checkbox"/> Emergency Services have been notified of the event	

Table 4 - Risk Management Traffic and Transport Overview



## 4. Contact Details

### 4.1 Event Planning Contact Details

Name	Agency	Role	Contact Number	Email
<b>Maddison Ward</b>	Coonamble Shire Council	Tourism and Events Officer	0458 921 981	tourism@coonambleshire.nsw.gov.au
<b>Robert Tosh</b>	Coonamble Shire Council	Senior Technical Officer – Urban Services	0427 271 922	stopus@coonambleshire.nsw.gov.au
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

Table 5 - Event planning contact details

### 4.2 Event Day Contact Details

Name	Agency	Role	Contact Number	Email
<b>Maddison Ward</b>	Coonamble Shire Council	Tourism and Events Officer	0458 921 981	tourism@coonambleshire.nsw.gov.au
<b>Robert Tosh</b>	Coonamble Shire Council	Senior Technical Officer – Urban Services	0427 271 922	stopus@coonambleshire.nsw.gov.au
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Table 6 - Event day contact details

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**Local Traffic Committee**

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**4.2 A Night on the Town****File Number:** C6-13**Author:** Kylie Kerr – Manager Roads**Annexures:** 1. Event Application and Associated Documentation**PURPOSE**

The purpose of this report is for the Local Traffic Committee to consider the traffic implications associated with closing Castlereagh Street, Coonamble between Aberford Street and Skillmans Lane for the community event, A Night on the Town.

**BACKGROUND**

This is the first year this event, A Night on the Town, has been held. Coonamble Shire Council is supporting the Coonamble Show Society in organising and running the event.

**COMMENTARY**

Council has received a request from Coonamble Shire Council to close Castlereagh Street between Aberford Street and Skillmans Lane, from 1:00 PM, Saturday 5 April 2025, through to 7 AM, Sunday 6 April 2025.

This event is a Class 2 event as per the Guide to Traffic and Transport Management for Special Events as it impacts the Castlereagh Highway.

The requested change in traffic conditions is for Castlereagh Street, Coonamble between Aberford Street and Skillmans Lane.

The Traffic Guidance Scheme (TGS) to be provided later.

The Event Organiser has submitted the following information in support of their application:

- Risk Assessment and Control Plan
- A Night on the Town Site Map
- Advertisement Road Closure Notice
- Traffic Management Plan

As this is a Council organised event with the Coonamble Shire Society it is covered under Council's insurance policy.

**CONCLUSION**

Based on the information provided by the event organiser there are no major traffic implications associated with closing Castlereagh Street between Aberford Street and Skillmans Lane, from 1:00 PM, Saturday 5 April 2025, through to 7 AM, Sunday 6 April 2025 for the A Night on the Town community event.

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**Local Traffic Committee**

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**RECOMMENDATION**

1. That the Local Traffic Committee has no objection to the traffic management changes for Castlereagh Street between Aberford Street and Skillmans Lane, from 1:00 PM, Saturday 5 April 2025, through to 7 AM, Sunday 6 April 2025 for the A Night on the Town community event subject to:
  - a. Event organisers submit their event management plan including traffic management plan.
  - b. Event organisers providing copies of their Public Liability Insurance for the event.
  - c. Traffic Guidance Scheme (TGS) meets the requirements of the Traffic Control at Worksites (TCAWS) Technical Manual.
  - d. A Road Occupancy Licence (ROL) being obtained for the event.

### RISK ASSESSMENT AND CONTROL PLAN

<b>Name of Event:</b>	<b>A Night on the Town</b>
<b>Date of Event:</b>	Saturday, 5 April 2025
<b>Time of Event:</b>	6:00 PM – 11:00 PM
<b>Location of Event:</b>	Castlereagh Street, Coonamble NSW 2829 (Mainstreet, CBD)
<b>Event Overview:</b>	An evening of community, cocktails, live music, bars, street food, and dancing in Coonamble’s Mainstreet. A Night on the Town, this 18+ event will see the iconic Monterey Café transformed into a cocktail bar, while The Plaza in the Outback becomes our stage and dance floor. We will be bringing the spirit of the Show to life with nods to local agriculture, the pavilion, and our Young Woman competition.
<b>No. of Organisers Attending Event:</b>	INSERT NUMBER HERE
<b>No. of Expected Attendees:</b>	800
<b>Risk Assessment Prepared By:</b>	Maddison Ward (Tourism and Events Officer, Coonamble Shire Council) Emily Ryan (Secretary, Coonamble Show Society) Kylie Parry (Vice President, Coonamble Show Society)
<b>Date of Assessment:</b>	<b>30 January 2025</b>

RISK ASSESSMENT MATRIX		Consequence				
		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		First aid required	Medical attention and several days off work	Long term illness or serious injury	Permanent disability or ill health	Death
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
Almost Certain	5	Medium	Significant	Significant	High	High
Likely	4	Medium	Medium	Significant	Significant	High
Possible	3	Low	Medium	Medium	Significant	Significant
Unlikely	2	Low	Medium	Medium	Medium	Significant
Rare	1	Low	Low	Low	Medium	Medium

### RISK ASSESSMENT AND CONTROL PLAN

General Hazards	Initial Risk Rating	Control measures	Residual Risk Rating
<p><b>Exposure to the Elements –</b></p> <ul style="list-style-type: none"> <li>▪ Heat, Cold, Wet weather/hail, smoke haze</li> </ul>	<p><b>C3</b></p>	<p><input type="checkbox"/> Eliminate <input checked="" type="checkbox"/> Substitute <input checked="" type="checkbox"/> Isolate <input type="checkbox"/> Engineering <input checked="" type="checkbox"/> Administration <input type="checkbox"/> PPE</p> <ul style="list-style-type: none"> <li>✓ CSC Event Manager to monitor smoke haze/air quality prior to and during the event and cancel the event if deemed hazardous to staff or participants.</li> <li>✓ If dangerously inclement weather occurs before the event it will be cancelled.</li> <li>✓ All temporary structures and infrastructure are to be weighted accordingly at all times.</li> <li>✓ Temporary structures and infrastructure dismantled and dismantled in the case of excessively windy conditions.</li> <li>✓ Any dangerous infrastructure removed from the site if deemed unsafe by the CSC Event Manager.</li> <li>✓ CSC staff to ensure structures are secured safely, staff monitor infrastructure, set up and bump out.</li> <li>✓ Signs installed using cable ties where possible.</li> <li>✓ CSC Event Manager to stay in communication with organising committee, production team and stall holders regarding electrics and safety if raining.</li> </ul>	<p><b>A2</b></p>
<p><b>Emergency / terrorist attack/ bomb threat resulting in:</b></p> <ul style="list-style-type: none"> <li>▪ Crowd panic/disruption</li> <li>▪ Emergency evacuation External emergency</li> <li>▪ Medical emergency</li> <li>▪ Failure of essential services (electrical, water, gas supplies)</li> </ul>	<p><b>C3</b></p>	<p><input type="checkbox"/> Eliminate <input checked="" type="checkbox"/> Substitute <input type="checkbox"/> Isolate <input checked="" type="checkbox"/> Engineering <input checked="" type="checkbox"/> Administration <input checked="" type="checkbox"/> PPE</p> <ul style="list-style-type: none"> <li>✓ An evacuation/ emergency plan prepared and consulted with relevant Council teams, with all staff, organisers and contractors onsite.</li> <li>✓ Council insurance and risk manager notified of the event</li> <li>✓ Vehicles, with the exception of emergency vehicles and pre-determined council vehicles, will be prohibited access during event operation</li> <li>✓ All vehicles to be off site by 4:00pm for a 6:00pm event start, managed by CSC staff</li> <li>✓ Ensure that Emergency and evacuation plans have been communicated to all workers.</li> <li>✓ Staff and contractors briefed on the evacuation procedure in their site induction.</li> <li>✓ Mobile phones are required to be carried by key staff and organisers.</li> <li>✓ Event cancellation communicated online via Media Coordinator.</li> <li>✓ Fire extinguisher onsite, first aid trained staff, first aid kit and defibrillator</li> </ul>	<p><b>A2</b></p>
<p><b>Health and Safety Hazards</b></p> <ul style="list-style-type: none"> <li>▪ Broken glass or litter</li> <li>▪ Live electrical wires/faulty equipment</li> <li>▪ Manual handling</li> <li>▪ Slips, trips and falls/uneven surfaces, caused by cables, wheel stops and gutters</li> <li>▪ Hot surfaces</li> <li>▪ Vehicle, pedestrian, and cyclist collisions</li> </ul>	<p><b>C5</b></p>	<p><input checked="" type="checkbox"/> Eliminate <input type="checkbox"/> Substitute <input checked="" type="checkbox"/> Isolate <input checked="" type="checkbox"/> Engineering <input checked="" type="checkbox"/> Administration <input checked="" type="checkbox"/> PPE</p> <ul style="list-style-type: none"> <li>✓ Site inspected and hazards cleared before, during and after event, contractors and staff made aware of uneven surfaces etc., isolate, mark and/or warn of any trip hazards</li> <li>✓ At least one member of staff first aid trained will be onsite managing staff and contractors.</li> <li>✓ All structures and equipment weighted and inspected prior to event commencement</li> </ul>	<p><b>A3</b></p>

### RISK ASSESSMENT AND CONTROL PLAN

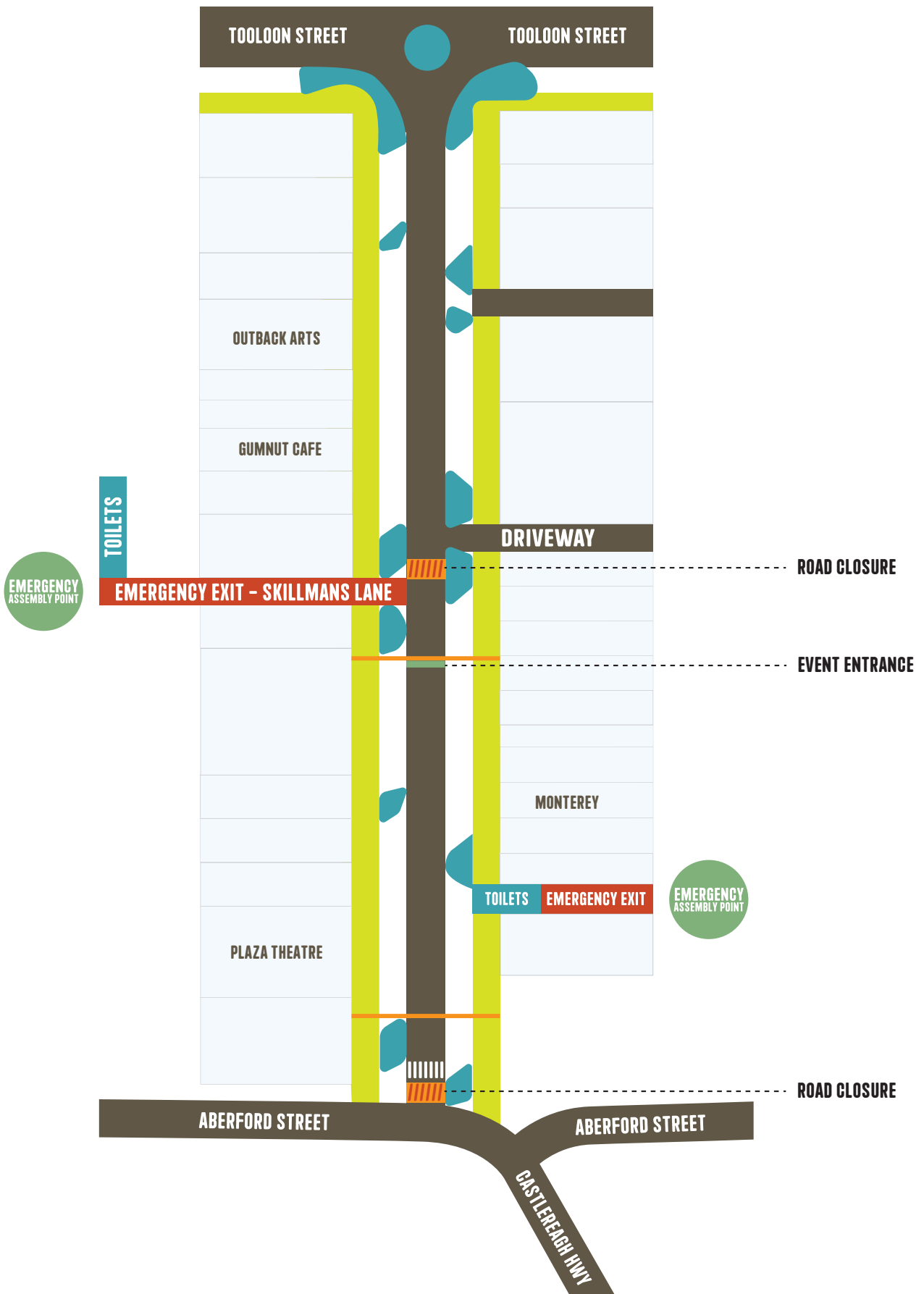
<ul style="list-style-type: none"> <li>▪ Food handling, cooking</li> <li>▪ Waste</li> <li>▪ Structures, furniture and equipment/failure/collapse</li> <li>▪ Medical emergency</li> </ul>		<ul style="list-style-type: none"> <li>✓ On the day of the event - Highlight any moderate trip hazards with hazard tape, cones, and if necessary, a staff member to warn people.</li> <li>✓ Wear protective footwear.</li> <li>✓ A 'spotter' to be present for all vehicle access into Closed street</li> <li>✓ Cleaning to take place immediately following a spill</li> <li>✓ Cables covered or where possible run overhead to avoid trips</li> <li>✓ Security supervised bar area, Police consulted in the planning of the bar and control measures in place.</li> <li>✓ Bar Management provided by an experienced contractor with RSA-trained staff and liquor licence</li> </ul>	
<p><b>Injuries from:</b> Bites/stings/ spiders, ants or other animals such as attacking birds</p>	<p><b>C4</b></p>	<p><input checked="" type="checkbox"/> Eliminate <input checked="" type="checkbox"/> Substitute <input type="checkbox"/> Isolate <input type="checkbox"/> Engineering <input checked="" type="checkbox"/> Administration <input checked="" type="checkbox"/> PPE</p> <ul style="list-style-type: none"> <li>✓ Mobile phone is carried and functioning.</li> <li>✓ Wear protective footwear</li> <li>✓ Inspect the venue for habitats in the week prior to the event. Document any habitat. Include in staff induction so staff is aware of those habitats. Do not to disturb the habitats.</li> <li>✓ Advise staff to use insect repellent if necessary.</li> <li>✓ Ensure first aid trained staff on site are able to advise and supervise treatment of bites or injuries and apply appropriate first aid treatment.</li> <li>✓ Isolate the habitat if possible.</li> <li>✓ If necessary engage pest control contractor to have pest removed.</li> </ul>	<p><b>B2</b></p>
<p><b>Other Security Hazards</b></p> <ul style="list-style-type: none"> <li>▪ Access and exiting</li> <li>▪ Persons posing risk of danger to others/criminal activity</li> <li>▪ Crowd Control</li> <li>▪ Civil Disturbance</li> <li>▪ Cash handling</li> </ul>	<p><b>B4</b></p>	<p><input checked="" type="checkbox"/> Eliminate <input type="checkbox"/> Substitute <input type="checkbox"/> Isolate <input checked="" type="checkbox"/> Engineering <input checked="" type="checkbox"/> Administration <input checked="" type="checkbox"/> PPE</p> <ul style="list-style-type: none"> <li>✓ Accessibility and pedestrian access maintained using fencing and bollards where necessary (monitored by event officer), any persons under the influence of drugs or alcohol to be monitored by security, event staff or Police.</li> <li>✓ 4 fully licenced security guards onsite who are RSA and First Aid certified.</li> <li>✓ Alcohol Management Plan provided by organising committee and contractor including information on alcohol consumption regulations - anyone under the age of 18 must not enter the designated event area.</li> <li>✓ Due to beverage and alcohol sale, appropriate toileting facilities available during event within the precinct.</li> <li>✓ When exiting the event, attendees may not be able to drive due to alcohol consumption. Safe transport options will be provided by use of adequate courtesy buses.</li> <li>✓ Professional security employed for crowd management and local tenants to be informed about the event.</li> <li>✓ CSC Event Staff and organisers to have direct communication access to Security Guards during event.</li> </ul>	<p><b>A2</b></p>

**RISK ASSESSMENT AND CONTROL PLAN**

		<ul style="list-style-type: none"> <li>✓ Public Liability insurance information collected from stall holders. Uninsured stall holders will be covered under CSC’s extended Public Liability insurance policy.</li> <li>✓ Site induction conducted prior to and on event day</li> <li>✓ Event Coordinator onsite for the duration of the event from bump in to bump out</li> </ul>	
<b>Business Management</b> <ul style="list-style-type: none"> <li>▪ Media</li> <li>▪ Property and asset damage</li> <li>▪ Negative publicity</li> <li>▪ Power outage</li> <li>▪ Risk of public liability/workers compensation claims</li> <li>▪ Disruption to tenancies during events</li> <li>▪ Noise and or other public complaints</li> </ul>	<b>B3</b>	<input checked="" type="checkbox"/> <b>Eliminate</b> <input type="checkbox"/> <b>Substitute</b> <input checked="" type="checkbox"/> <b>Isolate</b> <input type="checkbox"/> <b>Engineering</b> <input checked="" type="checkbox"/> <b>Administration</b> <input type="checkbox"/> <b>PPE</b> <ul style="list-style-type: none"> <li>✓ Accessibility</li> <li>✓ Public to be warned via signage that photos may be taken onsite</li> <li>✓ Council officer to be present in the case of public complaints/questions (with complaints reported and followed up)</li> <li>✓ Tenancies and local residents to be informed of event program prior to event and encouraged to participate</li> <li>✓ All participants briefed on the appropriate bump in/out procedures and on event</li> </ul>	<b>A1</b>
<b>Erection of traffic control barriers</b> <ul style="list-style-type: none"> <li>▪ Potential injuries</li> </ul>	<b>B4</b>	<input checked="" type="checkbox"/> <b>Eliminate</b> <input type="checkbox"/> <b>Substitute</b> <input checked="" type="checkbox"/> <b>Isolate</b> <input type="checkbox"/> <b>Engineering</b> <input checked="" type="checkbox"/> <b>Administration</b> <input type="checkbox"/> <b>PPE</b> <ul style="list-style-type: none"> <li>✓ CSC Staff will develop a traffic management plan for Castlereagh Street between Aberford Street and Skillmans Lane.</li> <li>✓ During the installation and removal of barriers, CSC staff to adhere to safe lifting practising while moving heavy items i.e. bend knees with a straight back, and even distribution of weight</li> <li>✓ In the event of an accident, CSC staff are to complete a Council incident form</li> <li>✓ Prior to event Council will advise the community and emergency services of the road closure conditions</li> </ul>	<b>A2</b>

<b>The following people were consulted in the development of this Risk Assessment Statement:</b>		
<b>Name</b>	<b>Position</b>	<b>Signature</b>
David Levick	Manager of Economic Development and Growth	
	Coonamble Show Society	







80 Castlereagh Street, Coonamble NSW 2829  
Telephone. 02 6827 1900 Fax. 02 6822 1626  
Email. [council@coonambleshire.nsw.gov.au](mailto:council@coonambleshire.nsw.gov.au)  
[www.coonambleshire.nsw.gov.au](http://www.coonambleshire.nsw.gov.au)  
ABN. 19 499 848 443

All communications to be addressed to the General Manager  
PO Box 249, Coonamble NSW 2829

11 February 2025

Officer in Charge  
Coonamble Police Station  
Aberford Street  
COONAMBLE NSW 2829

Dear Sir/Madam,

**RE: Coonamble Main Street Closure for special event 'A Night on the Town'**

Coonamble Shire Council is supporting the Coonamble Show Society in the delivery of a special event 'A Night on the Town' to be held on Saturday, 5 April 2025, in Coonamble's main street.

To prepare the venue, Council will be closing Castlereagh Street between Aberford Street (Castlereagh Highway intersection) and Skillmans Lane.

We write to advise our Emergency Services that there will be no entry into Castlereagh Street from Castlereagh Highway/Aberford Street between 1:00 PM, Saturday, 5 April 2025, through to 3:00 AM, Sunday, 6 April 2025.

Emergency entry and exit into Castlereagh Street will be available via Tooloon Street, Skillmans Lane and Mooy Lane. Please refer to the included site map for context.

We would welcome the presence of your staff and vehicles at the event to provide visibility of your service and contribute to the atmosphere.

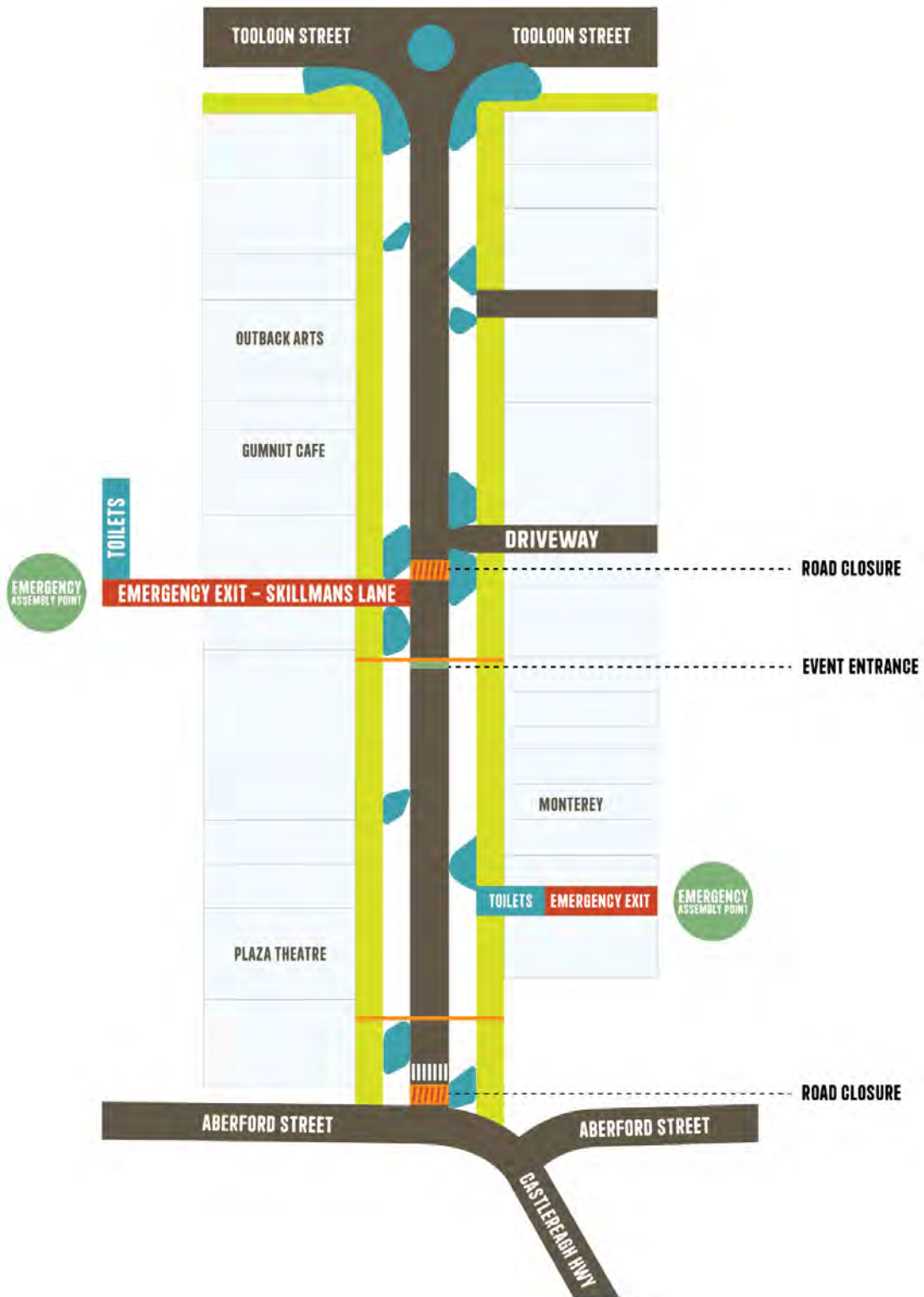
It would be appreciated if you could contact me by phone on (02) 6827 1981 or by email [tourism@coonambleshire.nsw.gov.au](mailto:tourism@coonambleshire.nsw.gov.au) to raise any concerns and confirm your availability.

Yours faithfully,

A handwritten signature in black ink, appearing to read "M Ward", written over a horizontal line.

Maddison Ward  
**TOURISM & EVENTS OFFICER**

*(Attachment)*



# Special Event Overview

## 1.1 Event Location

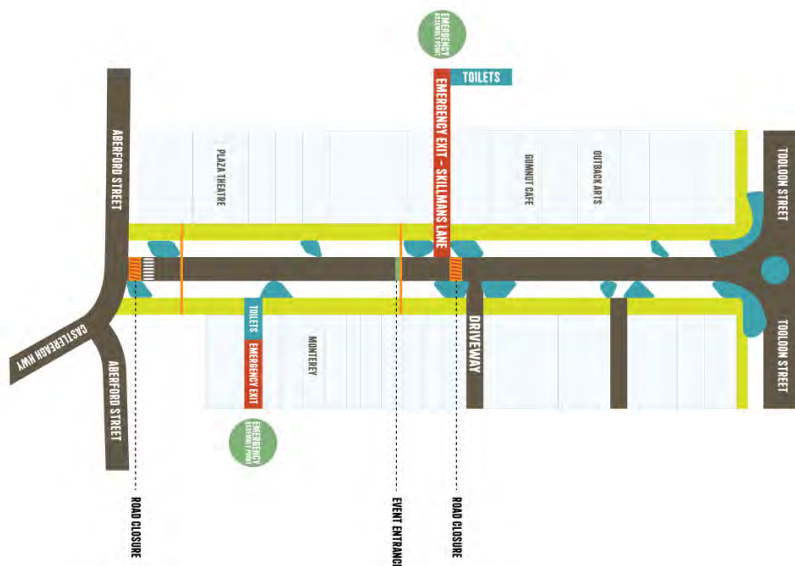


Figure 1 - Event Overview Map

## 1.2 Event Details

**Event name:** A Night on the Town

**Event location:** Castlereagh Street, between Aberford Street and Skillmans Lane.

**Event date:** 5/04/2025

**Event start time:** 6:00 PM    **Event Finish Time:** 11:00 PM

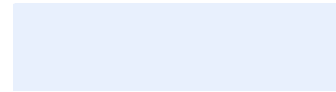
**Event is:** On street non-moving

**Event is:** One off event

**Event Class is:** Class 2

**Event setup times:**

Setup Time	Task/Description
1:00 PM, Saturday 5 April	Road Closure
2:00 PM, Saturday 5 April	Event Set-up and stall holders arrive



**Event pack up times (incl staged reopening):**

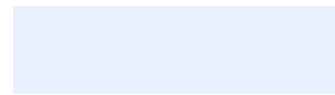
Table 1 - Event pack up times

Pack Down Time	Task/Description
12:00 AM, Sunday 6 April	Event pack down begins after attendees vacate.
2:00 AM, Sunday 6 April	Road closure removed and street reopens.

Table 2 - Event setup times

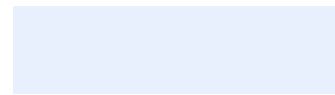
**Other Event Details:**

Click or tap here to enter text.



## 2. Traffic and Transport Management

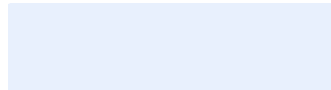
Traffic & Transport Overview	
Event Checklist	<b>4.1. The route or location</b>
	<input checked="" type="checkbox"/> Map in Appendices
	<b>4.2. Parking</b>
	<input type="checkbox"/> Parking organised – Details in Appendices
	<b>4.3. Parking Restrictions</b>
	<input type="checkbox"/> Local Council have implemented and will manage parking restrictions
	<b>4.4. Access for residents, businesses, hospitals, and emergency vehicles</b>
	<input type="checkbox"/> Plans to minimise the impact on the non-event community can be found in the Appendices
	<input checked="" type="checkbox"/> Emergency vehicle access has been catered for through and around the event
	<b>4.5. Closing and reopening of roads</b>
	<input checked="" type="checkbox"/> A schedule for the closure of roads is included in Section 2
	<input checked="" type="checkbox"/> A schedule for the reopening of roads is included in Section 2
	<b>4.6. Traffic Guidance Schemes</b>
	<input type="checkbox"/> TGS have been developed and can be found in the Appendices
	<b>4.7. Hostile Vehicle Mitigation Plan</b>
	<input type="checkbox"/> A HVM plan will be developed in consultation with NSW Police for this event
<b>4.8. Traffic calming, Construction and traffic generating developments</b>	
<input type="checkbox"/> Plans have been included to minimise impact of construction activities, traffic calming devices and/or traffic generating developments	
<input type="checkbox"/> No impacts on the event or alternate routes evident	
<b>4.9. Public Transport Impacts</b>	
<input type="checkbox"/> Public Transport is impacted, and plans have been included in the Appendices	
<b>4.10. Active Transport</b>	
<input type="checkbox"/> Pedestrians are impacted and plans can be found in the Appendices	
<input type="checkbox"/> Cyclist are impacted and plans can be found in the Appendices	
<input type="checkbox"/> Active transport sharing scheme providers have been contacted and plans can be found in the Appendices	
<b>4.11. Point to Point Transport</b>	
<input type="checkbox"/> Taxis have been impacted and the alternate arrangements can be found in the Appendices	



**Traffic & Transport Overview**

<input type="checkbox"/>	Rideshare services have been impacted and details can be found in the Appendices
<b>4.12. Heavy Vehicle Impacts</b>	
<input type="checkbox"/>	There are impacts to Heavy Vehicles
<b>4.13. Advertising traffic and transport arrangements</b>	
<input type="checkbox"/>	Newspaper Advertising (for Road Closures and/or Special Event Clearways)
<input type="checkbox"/>	Live Traffic NSW Website
<input type="checkbox"/>	Portable Variable Message Signs
<input type="checkbox"/>	Permanent Variable Message Signs
<input type="checkbox"/>	Road Closure warning signs

Table 3 - Traffic and Transport Overview

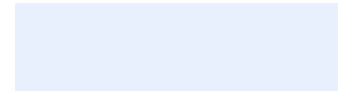


### 3. Risk Management Traffic and Transport

Risk Management Traffic and Transport Overview	
Event Checklist	<b>4.14. Work Health and Safety</b>
	<input checked="" type="checkbox"/> Risk Management Plans can be found in the Appendices
	<b>4.15. Public Liability Insurance</b>
	<input checked="" type="checkbox"/> Public Liability certificate of currency can be found in Appendices
	<b>4.16. NSW Police Approval</b>
	<input type="checkbox"/> Police written approval has been obtained
<b>4.17. Emergency Services</b>	
<input type="checkbox"/> Emergency Services have been notified of the event	

Table 4 - Risk Management Traffic and Transport Overview





## 4. Contact Details

### 4.1 Event Planning Contact Details

Name	Agency	Role	Contact Number	Email
<b>Maddison Ward</b>	Coonamble Shire Council	Tourism and Events Officer	0458 921 981	tourism@coonambleshire.nsw.gov.au
<b>Kylie Parry</b>	Coonamble Show Society	Vice President	0437 226 600	coonambleshow@hotmail.com
<b>Emily Ryan</b>	Coonamble Show Society	Secretary	0458 255 839	coonambleshow@hotmail.com
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

Table 5 - Event planning contact details

### 4.2 Event Day Contact Details

Name	Agency	Role	Contact Number	Email
<b>Maddison Ward</b>	Coonamble Shire Council	Tourism and Events Officer	0458 921 981	tourism@coonambleshire.nsw.gov.au
<b>Kylie Parry</b>	Coonamble Show Society	Vice President	0437 226 600	coonambleshow@hotmail.com
<b>Emily Ryan</b>	Coonamble Show Society	Secretary	0458 255 839	coonambleshow@hotmail.com
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Table 6 - Event day contact details

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**Local Traffic Committee**

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**4.3 Conimbia Street Coonamble Speed Zone****File Number:** C6-13**Author:** Kylie Kerr – Manager Roads**Annexures:** 1. Location Sketch**PURPOSE**

The purpose of this report is for the Local Traffic Committee to consider the traffic implications associated with the lack of speed zone signs on Conimbia Street Coonamble.

**BACKGROUND**

Request from a Traffic Committee Member to consider the speed limit on Conimbia Street Coonamble.

**COMMENTARY**

Conimbia Street Coonamble has no posted speed limit. On the western end it joins the Castlereagh Highway and the seal section ends at the intersection with Wingadee Street on the eastern end. The Street is unsealed beyond this point.

There are no speed limit zone signs on the road. Conimbia Street intersection with the Castlereagh Highway is in the 90km/hr speed zone. Wingadee Street has no speed limit signs though it intersects with the Castlereagh Highway in the 50km/hr speed zone and the road environment for most of the road (up to Edward Street) is an urban setting.

The road environment of Conimbia Street doesn't provide any indication of what the speed limit might be so drivers are having to make their own decision.

**CONCLUSION**

Based on the information available and an inspection of the site by staff, it is difficult to visually to determine the correct speed limit for Conimbia Street Coonamble.

**RECOMMENDATION**

1. That the Local Traffic Committee reviews the request before forwarding through to Transport for NSW for a speed zone review.

Local Traffic Committee

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**ATTACHMENTS**



Screenshot of google maps from the Castlereagh Highway end of Conimbia Street.



Screenshot of google maps from the Wingadee Street intersection with Conimbia Street.

Local Traffic Committee



Screenshot from SixMaps taken 11/02/2025 (<https://maps.six.nsw.gov.au/>)

**9.2 QUARRY COMMITTEE - MINUTES/REPORT****File Number:** C 6-9**Author:** Marina Colwell-Executive Support**Authoriser:** Kerrie Murphy, Director Infrastructure Services**Annexures:**  
1. Quarry Committee Minutes/Report [↓](#)   
2. Quarry Report [↓](#)   
3. Draft Terms of Reference [↓](#) **PURPOSE**

Presentation of the Minutes for adoption.

**EXECUTIVE SUMMARY**

The Minutes are attached for adoption.

**BACKGROUND**

The Committee is a representative body of the Council which assists Council in the review of the Quarry and makes recommendations.

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

11.5.3 Develop and implement strategies and operations which deliver quality and well managed Council assets and infrastructure to the community.

**(b) Financial Considerations**

Nil

**COMMENTARY**

The Quarry Committee met on 28 May 2025.

The Committee Minutes are attached.

**(a) Governance/Policy Implications**

Nil

**(b) Legal Implications**

Nil

**(c) Social Implications**

Nil

**(d) Environmental Implications**

Nil

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

Nil

**(f) Risk Implications**

Nil

**CONCLUSION**

The Quarry Committee requires the Minutes to be proofread and signed by the Chair.

**RECOMMENDATION**

**That the Minutes of the Quarry Committee meeting of 28 May 2025 be adopted as a true and accurate record.**

# COONAMBLE SHIRE COUNCIL

Attached are the Minutes of the Meeting of Coonamble Shire Council Quarry Committee held on Wednesday 28 May 2025.

**RECOMMENDATION:**

That the Minutes of the Meeting of Coonamble Shire Council Quarry Committee held on Wednesday 28 May 2025 be received and noted.

**COONAMBLE SHIRE COUNCIL QUARRY COMMITTEE**  
*Minutes of Coonamble Shire Council Quarry Committee  
 held at Council Administration Building, Coonamble on  
 Wednesday 28 May 2025 commencing at 9.00am*

**PRESENT:**

Paul Wheelhouse	Councillor
Paul Fisher	Councillor
Paul Gallagher*	General Manager
Bruce Quarmby	Director Corporate Services
Kerrie Murphy	Director Infrastructure
Mick Bell	Manager Parks and Urban Services
Robert Pelkey	Quarry Manager

\*Denotes attendance online

**ITEM 1 APOLOGIES**

Apologies were received on behalf of Cr Daniel Keady.

**MOVED** Wheelhouse/Fisher that the apologies be accepted, and a leave of absence be granted for this meeting.

**Carried**

**ITEM 2 MINUTES OF THE PREVIOUS MEETING**

Nil

**ITEM 3 BUSINESS ARISING FROM THE MINUTES**

Nil

**ITEM 4 ELECTION OF CHAIR**

**MOVED** Fisher/Wheelhouse that Cr Daniel Keady be elected Chair of the Quarry Committee and Cr Paul Wheelhouse be elected alternate in the event of Cr Keady's absence.

**Carried**

**ITEM 5 REPORT**

**MOVED** Fisher/Wheelhouse:

1. That the Committee:
  - a. Adopt the Draft Terms of Reference
  - b. Define the Scope of Works for procurement of a suitably qualified consultant(s) to undertake the work identified in Notice of Motion received at the 15 May 2025 Ordinary Meeting of Council.
  - c. That the information requested in item f) in Resolution 2025/112 be considered as part of item c) of that same Resolution.

**Carried**

*Page 2*



**COONAMBLE SHIRE COUNCIL QUARRY COMMITTEE**  
*Minutes of Coonamble Shire Council Quarry Committee  
held at Council Administration Building, Coonamble on  
Wednesday 28 May 2025 commencing at 9.00am*

---

**ITEM 6      NEXT MEETING**

It was mutually agreed at the meeting that once a draft Scope of Works was prepared, another meeting would be co-ordinated in order to finalise the scope.

**THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 9.57AM.**

**5.1 REPORT TO QUARRY COMMITTEE****File Number:** Q1-1**Author:** Kerrie Murphy – Director Infrastructure**Annexures:** 1. Terms of Reference**PURPOSE**

The purpose of this report is to present information relevant to the Committee for their information and concurrence.

**BACKGROUND**

The Coonamble Shire Quarry Committee (the Committee) was established by the Coonamble Shire Council as a result of a resolution from a Notice of Motion received at the 12 February Ordinary Council Meeting. The resolution is as follows:

**RESOLUTION 2025/1**

*Moved:* Cr Paul Wheelhouse

*Seconded:* Cr Karen Churchill

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 (Cr Wheelhouse, Cr Fisher, alternate member be Cr Butler in the event that Cr Wheelhouse is precluded due to his business interests), General Manager, Director Infrastructure, Director Corporate Services and the Quarry Manager.*

Accordingly, a Draft Terms of Reference is attached to this report for the Committee's concurrence.

In addition to this, a further Notice of Motion was received at the 15 May 2025 Ordinary Council Meeting. This resolution is as follows:

**RESOLUTION 2025/112**

*Moved:* Deputy Mayor Steven Butler

*Seconded:* Cr Paul Fisher

*That Council seeks an independent report from a suitable qualified consultant with quarry experience on the future operation of the Quarry that includes:*

- a) *Develop an operating management plan for operation of the complex, life expectancy of material, plant requirement, investment costs, overall performance and key risks.*
- b) *The brief to include analysis of the options for the site to be operated by Council run or privately operated, or a combination of both.*
- c) *The brief to include consideration and benefits of fixed plant v's mobile plant.*
- d) *A workshop to be conducted with council once the report is received.*
- e) *Note that the quarry committee will convene late May.*
- f) *That staff obtain costings / viability and availability of Council purchasing a Mobile Crushing plant.*
- g) *That Council receive a status update on management actions taken to address the regulators improvement notices and future planned engagements.*

It is imperative that a scope of works be refined at this meeting, in accordance with items a) to c), so that procurement of the consultant can be commenced expeditiously.

## COMMENTARY

In order for the Quarry Committee to proceed, Terms of Reference needs to be put in place to provide the Committee with structure to ensure its success is measurable.

The draft Terms of Reference has been collated, taking into consideration the Terms of Reference from the previous Council Quarry Committee and reflects the intent of the Notice of Motion.

In order for Council to source quotations for a suitably qualified consultant to undertake the actions required in the May 2025 Notice of Motion, a scope of works is required.

It should be acknowledged that some components nominated in the Notice of Motion have previously been undertaken by other consultants. These components include, but are not limited to the following:

- [Mt Magometon Operational Review;](#)
- [Statement of Environmental Effects – 2012](#)
- [Statement of Environmental Effects - 2022](#)
- [Survey Report - Remaining Resource](#)

Given some time has passed, additional modelling will be required in some respects, however, some information will not have changed eg life expectancy of material. It is anticipated that the provision of this information has potential to save some costs and time. A link to these documents is included in this report.

It is not expected that the Committee reviews these documents, however, demonstrates the availability of the information for the consultant(s).

Given the width of scope of the information required, it is anticipated that multiple consultants may need to be engaged:

- One for the operational aspects of the report; and
- One for the financial and business aspects.

The chance that one consultant is capable, and available, to complete all aspects of the report are minimal. It also provides some transparency in the process and allows for it to be expedited to some degree.

There are multiple choices for mobile crushing plants including tracked and wheeled crushers, jaw, cone or impact crushers, different screens, dual stage units and hybrid. Council needs to know what capacity they are after, and it is difficult to discern what to actually get a cost and availability on without having some idea of what it is that Council would be looking for. It is anticipated that item f) will form a part of the report that the consultant is being asked to prepare.

## CONCLUSION

It is imperative that the Draft Terms of Reference are ratified by the Committee prior to any decisions being made by the Committee.

## RECOMMENDATION

1. **That the Committee:**
  - a. **Adopt the Draft Terms of Reference**
  - b. **Define the Scope of Works for procurement of a suitably qualified consultant(s) to undertake the work identified in Notice of Motion received at the 15 May 2025 Ordinary Meeting of Council.**



**COONAMBLE SHIRE COUNCIL  
QUARRY COMMITTEE**

**TERMS OF REFERENCE**

**MAY 2025**

*Quarry Committee – Terms of Reference*

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*Quarry Committee – Terms of Reference*

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**1. BACKGROUND**

The Coonamble Shire Quarry Committee (the Committee) was established by the Coonamble Shire Council as a result of a resolution from a Notice of Motion received at the 12 February 2025 Ordinary Council Meeting. The resolution is as follows:

**RESOLUTION 2025/1**

*Moved: Cr Paul Wheelhouse*

*Seconded: Cr Karen Churchill*

- 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 (Cr Wheelhouse, Cr Fisher, alternate member be Cr Butler in the event that Cr Wheelhouse is precluded due to his business interests), General Manager, Director Infrastructure, Director Corporate Services and the Quarry Manager.*

Its primary function is to facilitate the pending crushing plant renewal.

**2. FUNCTIONS OF THE COMMITTEE**

The role of the Committee is one of consultation, not consent. The Committee cannot approve a Work Plan, Planning Permit or discharge any other legislated authority.

Recommendations from the Committee will assist the Council in the review of the Quarry and assist Council with finalising the Quarry Management Plan, plant requirement, investment costs and key risk. The Committee has power to only recommend to Council infrastructure improvements and the source of funding for any cost involved. There is no right given or inferred to instruct staff in any capacity, particularly relating to operational matters.

The Committee should confine their review to those areas and activities under the control or direct responsibility of Council.

The key roles of the Committee are to:

- Oversee the review of Quarry with a view to develop a Management Plan for the operation of the complex, life expectancy of material, plant requirement, investment costs, overall performance and key risks.
- Oversee the analysis of the options for the site to be operated by Council, private enterprise or a combination of both.
- Oversee the consideration and benefits of fixed plant vs mobile plant.
- Improve community understanding about quarrying and mechanisms of government.

The functions of the Committee do not include operational aspects and functions of the Quarry and its employees.

**3. GENERAL****3.1 Membership**

The Committee is an internal Council Committee and is chaired by a Coonamble Shire Councillor.

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*Quarry Committee – Terms of Reference*

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The membership of the Committee is:

- Mayor of Coonamble Shire Council;
- Two (2) Councillor representatives;
- General Manager;
- Director Infrastructure and/or his/her delegate;
- Director Corporate Services and/or his/her delegate;
- Quarry Manager

Should one of these representatives choose to leave the Committee, a new representative will be selected by vote at an Ordinary Council meeting.

### **3.2 Chair**

The Chairman shall be a nominated Councillor and determined by the elected members eligible to vote at Committee meetings.

The Chairperson will convene all meetings and provide feedback to the Committee in accordance with the agreed principles or direction of the group.

If the designated Chair is not available, then an alternate Councillor representative will assume the role of Acting Chair and will be responsible for convening and/or conducting that meeting. The Acting Chair is responsible for informing the Chair as to the salient points/decisions raised or agreed to at that meeting.

### **3.3 Conflict of Interest**

Members of the group shall notify the Chair where potential conflicts of interest may arise at the earliest possible convenience, in accordance with good meeting practice. Such conflicts shall be recorded in meeting minutes.

### **3.4 Meeting Procedures:**

The Committee will observe Council's adopted Code of Meeting Practice at all times.

An agenda will be prepared by the Director Infrastructure and distributed to other members of the Committee giving at least three days' notice of a meeting.

No business shall be discussed unless it forms part of the agenda unless the business is of an urgent nature and agreed to by members of the Committee present at the time.

### **3.5 Code of Conduct:**

The Committee will observe Council's adopted Code of Conduct which is applicable to both elected councillors and employed staff.

### **3.6 Minutes of Meetings:**

The Director Infrastructure shall record Minutes of all meetings and present them to the next Ordinary Meeting of Council for consideration.

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*Quarry Committee – Terms of Reference*

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**3.7 Communication with the Media and/or Community**

Committee members shall not discuss Committee matters with the media or Community members. All media releases will be issued in accordance with the current policy of Council.

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## 10 REPORTS TO COUNCIL

### 10.1 CORRESPONDENCE

**File Number:** C20

**Author:** Marina Colwell-Executive Support

**Authoriser:** Bruce Quarmby, Acting General Manager

**Annexures:** Nil

#### CORRESPONDENCE

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



Date	Information Sent	Author	In	Out	Sent
15/05/25	Invitation to National Sorry day 26/05/2025	NSW AECG Inc	✓	✓	✓
16/05/25	Open Streets Program success	D-CPD&E	✓	✓	✓
19/05/25	National Sorry Day invitation to Mayor and Councillors	LALC	✓		✓
19/05/25	Termination of Contract SOTS	Waterford Ryan Solicitors	✓		✓
21/05/25	Heritage Study Grant success 25K	Heritage NSW	✓		✓
23/05/25	<b>Community Improvement Districts Bill 2025</b> was passed by NSW Parliament on 8 May 2025	CMA	✓		✓
23/05/25	Weekly Update from Directors	D- CPD&E	✓		✓
26/05/25	Apology for 'Inspired' Uncle Sooty Exhibition Campbelltown	S Kelly	✓		✓
27/05/25	Mt Magometon Quarry closure until early July, compliance with improvements required.	P Gallagher	✓		✓
27/05/25	Media Release – Country Mayors react to Floods	CMA	✓		✓
28/05/25	Recommendations for RFS to stand alone with assets removed from Council budgets	LGNSW	✓		✓
29/05/25	Notification of Community Consultation	M Colwell		✓	✓
30/05/25	Notice – Extra Ordinary Council Meeting	M Colwell		✓	✓

02/06/25	Extra Ordinary Business Paper	M Colwell		✓	✓
03/06/25	Draft Minutes of the Extra Ordinary Meeting	M Colwell		✓	✓
04/06/25	Final – Minutes of the Extra Ordinary Meeting	M Colwell		✓	✓
04/06/25	Email – Rodeo pack	M Colwell		✓	✓
05/06/25	Email – Workshop notification	M Colwell		✓	✓
6/06/25	Media Release – Mayor’s scholarship upskills	CMA	✓		✓
6/06/25	Coonamble Chronicle May edition	S Kelly			✓
10/06/25	Roy’s Round Up	M Colwell	✓	✓	✓

**RECOMMENDATION**

**That the Correspondence Report May 2025 be received and noted.**

**10.2 COUNCIL RESOLUTIONS/ACTIONS UPDATE****File Number:** C17; C20**Author:** Marina Colwell-Executive Support**Authoriser:** Bruce Quarmby, Acting General Manager**Annexures:**

1. **Actions Report June 2025 (under separate cover)** 
2. **Completed Actions Report June 2025 (under separate cover)** 

**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**

Information about outstanding Council resolutions / actions and completed is shown in the attachment. The report has been adapted to allow for the layout requests from prior meetings.

**RECOMMENDATION**

**That Council notes the information.**

### 10.3 MEMBERSHIP TO FAR NORTH WEST JOINT ORGANISATION

**File Number:** O5

**Author:** Sally Kelly-Executive Assistant

**Authoriser:** Bruce Quarmby, Acting General Manager

**Annexures:** 1. Far North West offer of Associate Membership [↓](#) 

#### PURPOSE

To update Council on the status of the application to become a member of the Far North West Joint Organisation (FNWJO).

#### BACKGROUND

Council at its February 2023 Council meeting passed the following resolution.

### 10.5 JOINT ORGANISATION - MEMBERSHIP

#### RESOLUTION 2023/1

Moved: Cr Ahmad Karanouh

Seconded: Cr Terence Lees

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

**CARRIED**

A report updating Council on the status of its application to join the FNWJO was later tabled to Council for its information at the July 2023 Council meeting.

In May of this year, Council has received correspondence from the FNWJO providing an update of the status of Council's application as well as invitation to join the FNWJO as an associate member until the application is finalised. A copy of this correspondence is attached as an annexure to this report.

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

Council is still waiting on formal acceptance of their request for membership to be approved.

**(b) Financial Considerations**

As per the letter of offer the Far North West Joint Organisation is open to negotiate any fees payable.

**COMMENTARY**

Joint Organisations (JO's) are local government entities with legal powers established by proclamation designed to bring regional and rural councils together for better regional outcomes.

The NSW Government has been working with the local government sector to develop the joint organisation framework and establish them under the *Local Government Act 1993*.

As per the correspondence received from the FNWJO, their board has received verbal advise that the application by Coonamble to join the FNWJO will be considered along with other proposed changes to the structure of Joint Organisations across the state. This is anticipated to occur later this year. In the interim, the Board of the FNWJO has formally extended an invite for Coonamble Shire Council to become an associate member until the application is finalised.

Whilst the option of being an associate member does have the drawback of being a non-voting member, it would allow Council to attend Board Meetings and more importantly participates in projects initiated by the FNWJO.

**(a) Governance/Policy Implications**

The FNWJO of Councils since its inception has had considerable success in being an advocate for all its member Councils.

The current Board of the FNWJO comprises the Mayors of the three (3) member Councils of Cobar, Bourke and Walgett Shire Council; and

The Board also comprises non – voting members, being:

The General Managers of Bourke, Cobar and Walgett Shire Councils; and the Central and Far West Region Director of the NSW Department of Premier and Cabinet.

The JO would be operating under a charter which Council would need to agree to accept.

**(b) Legal Implications**

Part 7 of the *Local Government Act 1993*.

**(c) Social Implications**

The membership will allow Council a voice for advocating for inter-governmental collaboration on social matters impacting the region such as health and education.

**(d) Environmental Implications**

There are no environmental implications attached to this report.

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

There are no Economic/Asset Management implications attached to this report.

**(f) Risk Implications**

There is a risk that the Minister may not approve councils' application to join the JO. The introduction of the concept of JO's in early 2018

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

## **CONCLUSION**

Whilst Council's application to join the FNWJO is still awaiting formal approval, Council has received an offer from the board of the FNWJO to become an associate member. The offer of an associate membership to the FNWJO, whilst not affording Coonamble Shire Council voting rights at board meetings, it would allow Council to both attend the meetings and participate in projects initiated by the FNWJO.

## **RECOMMENDATION**

- 1. That council note the information in this report.**
- 2. That Council resolves to accept the offer on an associate membership with the Far North West Joint Organisation.**



6th May 2025

Mr Paul Gallagher  
General Manager  
Coonamble Shire Council

[gm@coonambleshire.nsw.gov.au](mailto:gm@coonambleshire.nsw.gov.au)

Dear Paul,

**Re: Associate Membership of the Far North West Joint Organisation.**

Further to our numerous conversation and exchange of letters regarding the potential membership of the Far North West Joint Organisation of Councils of Coonamble Shire Council I advise that the Board of the Far North West Joint Organisation (FNWJO) have been verbally advised that the application by Coonamble to join the FNWJO will be considered with other proposed changes to the structure of Joint Organisations across the state. This will hopefully take place later in the year.

In the meantime, the Board of the FNWJO would like to invite Coonamble Shire to become an associate member of the FNWJO until the application is finalised.

The terms of the Associate membership and any fees payable will need to be negotiated but the important part of the associate membership will be the ability of Coonamble Shire Council to attend Board Meetings of the FNWJO as a non - voting member at this stage and importantly participate in projects initiated by the FNWJO.

Coonamble Shire Council participates in the Joint Organisation Net Zero Acceleration Project as part of the FNWJO and this project which has delivered some positive benefits to the Councils with the Project Officer Ellen O'Brien actively engaging with staff at Coonamble which resulted in the undertaking of energy audits for all members as well as Coonamble. The FNWJO has applied for funding under the Disaster Ready Fund Round 3 and have included Coonamble as part of that application and if successful will have tangible benefits to all Councils.

It is proposed that the next meeting of the Far North West Joint Organisation will be scheduled to coincide with the next meeting of the Alliance of Western Councils to minimise travelling for all members and this might provide an ideal opportunity for representatives of Coonamble Shire to attend a meeting to get a better understanding of the operation of the FNWJO.

Once we confirm details of the date and location of the Alliance Meeting we will schedule our meeting and advise the details accordingly.

Yours sincerely,

Councillor Jarrod Marsden  
Chairman  
Far Northwest Joint Organisation of Councils

Far North West Joint Organisation Contact Details

Executive Officer  
Ross Earl  
Mobile [REDACTED]  
Email [REDACTED]  
Web. [www.farnorthwestjo.nsw.gov.au](http://www.farnorthwestjo.nsw.gov.au)



## 10.4 PECUNIARY INTEREST RETURNS

**File Number:** C-13-1

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

**Authoriser:** Bruce Quarmby, Acting General Manager

**Annexures:** Nil

### PURPOSE

To advise Council of the Disclosures of Interests by Councillors and Designated Persons returns for the period 1 July 2024 – 30 June 2025.

### EXECUTIVE SUMMARY

Pecuniary interest returns must be made by all Councillors and designated persons.

This report confirms the designated persons of Coonamble Shire Council. Copies of the forms for returns have been distributed to Councillors and designated persons and completed returns must be lodged with the General Manager by 30 September 2025.

### BACKGROUND

Council's adopted Code of Conduct states that within three (3) months of the end of each financial year (ie, by 30 September), Councillors and designated persons are required to disclose their personal interests in publicly available returns of interest. These operate as a key transparency mechanism for promoting community confidence in Council decision making, whether by councillors or by staff or others under delegation.

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

CSP L1.3 Deliver successful strategies and operations which increase the community's confidence in the integrity and capability of Coonamble Shire Council.

#### (b) Financial Considerations

Nil to Council; however, the required returns deal with the pecuniary interests of all councillors and designated persons.

### COMMENTARY

The pecuniary interests and other matters to be disclosed in the returns are prescribed by Schedule 1 of the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct), which is contained within the form *Disclosure of interests by councillors and designated persons*. The information collected is for the purpose of complying with the Model Code of Conduct and will be kept by the General Manager in a register of returns. Further, the information contained in the returns is open access information under the *Government Information (Public Access) Act 2009* (GIPA Act); the returns will be made public by way of tabling at a Council meeting and publishing returns on the Council website. Note, returns published on the website will be redacted of personally identifiable information.

Designated persons are defined at clause 4.8 of the Model Code of Conduct and include:

- the General Manager,
- other senior staff of the Council, and
- staff or committee members whose position involves the exercise of functions (such as regulatory or contractual functions) that could give rise to a conflict between the person's work duties and private interests.

It should be noted that legislation has been passed by NSW Parliament that does away with the term "senior staff" in relation to Local Government except for General Managers.

Further, prior to that change Coonamble Shire Council's only designated "senior staff" position was the General Manager. Despite this, it is assumed that all members of the executive team during the financial year are designated persons for the purpose of pecuniary interest returns, that is:

- General Manager (Paul Gallagher)
- Director Corporate Services/Acting General Manager (Bruce Quarmby)
- Director Community, Planning, Development and Environment (Barry Broe)
- Director Infrastructure (Kerrie Murphy)
- Executive Manager Corporate Governance (Jenni Maundrell)

Considering the definition given above, due to the likelihood of exercising regulatory and/or contractual functions, all managers are also considered designated persons and are required to lodge a return.

**(a) Governance/Policy Implications**

In accordance with Council's adopted Code of Conduct.

**(b) Legal Implications**

Council is obliged to comply with the Model Code of Conduct.

**(c) Social Implications**

NA

**(d) Environmental Implications**

N/A

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

N/A

**(f) Risk Implications**

Council's adopted risk appetite for non-compliance with statutory requirements is averse.

**CONCLUSION**

Return forms have been distributed to councillors and designated persons. Returns must be lodged with the General Manager by 5:00pm on Tuesday 30 September 2025.

**RECOMMENDATION**

**That all Councillors and designated persons provide completed disclosure of interest forms to the General Manager by 30 September 2025, for these returns to be publicly tabled at the next Council meeting.**

## 10.5 DRAFT PUBLIC INTEREST DISCLOSURES POLICY

**File Number:** G-9-1

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

**Authoriser:** Bruce Quarmby, Acting General Manager

**Annexures:** 1. Draft Public Interest Disclosures Policy (under separate cover) 

### PURPOSE

To seek Council endorsement of the draft Public Interest Disclosures Policy.

### EXECUTIVE SUMMARY

Council's existing Public Interest Disclosures (PID) Policy (sometimes also referred to as Internal Reporting Policy) was adopted in July 2021. Since then, there have been updates made to the legislation and agency requirements. The policy has been reviewed in line with these changes.

### BACKGROUND

All agencies in NSW are required to have a PID policy under section 42 of the *Public Interest Disclosure Act 2022* (PID Act).

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

CSP L1.3 Deliver successful strategies and operations which increase the community's confidence in the integrity and capability of Coonamble Shire Council.

#### (b) Financial Considerations

There are no financial considerations arising from this report.

### COMMENTARY

A PID is a report made by a public official of serious wrongdoing within a government agency. PIDs have variously been known as 'internal reporting' or 'whistleblowing'.

The PID policy sets out:

- how Council will support and protect a person who comes forward with a report of serious wrongdoing,
- how Council will deal with the report and other responsibilities under the PID Act,
- who to contact to make a report,
- how to make a report,
- the protections that are available under the PID Act.

Further, the policy documents Council's commitment to building a 'speak up' culture. Part of that speak up culture is having in place a framework that facilitates public interest reporting of wrongdoing by:

- protecting those who speak up from detrimental action,

- imposing duties on agencies who receive reports of wrongdoing to take appropriate action to investigate or otherwise deal with them.

The policy applies to all public officials in NSW. A public official may make a report of serious wrongdoing to any agency.

**(a) Governance/Policy Implications**

Council's existing PID Policy is now outdated and must be reviewed in line with current legislation and requirements.

**(b) Legal Implications**

Council's existing PID Policy is now outdated and must be reviewed in line with current legislation and requirements.

**(c) Social Implications**

There are no direct social implications arising from this report.

**(d) Environmental Implications**

There are no direct environmental implications arising from this report.

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

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

**(f) Risk Implications**

Council's existing PID Policy is now outdated and does not meet current legislation. Council's adopted risk appetite for contravening legal requirements is averse.

## CONCLUSION

The PID policy must be updated to be current with legislation and agency requirements. The draft policy as presented is compliant with requirements.

## RECOMMENDATION

### That Council:





1. **Endorses the draft Public Interest Disclosures Policy.**
2. **Places the draft Public Interest Disclosures Policy on public exhibition for a period of at least 28 days, with submissions invited for a period of at least 42 days.**
3. **Receives a further report on the draft Public Interest Disclosures Policy after the public submission period is completed.**

### 10.6 COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM

**File Number:** C8

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

**Authoriser:** Bruce Quarmby, Acting General Manager

- Annexures:**
1. Draft Community Strategic Plan 2025-2035 (under separate cover) 
  2. Submission on draft CSP - Redacted (under separate cover) 
  3. Draft CSP - survey results (under separate cover) 
  4. Delivery Program 2025-2029 (under separate cover) 

#### PURPOSE

The purpose of this report is to provide information to Council on the finalisation of the revised Community Strategic Plan, along with the associated Delivery Program which are required to be endorsed or adopted by Council by 30 June 2025.

#### BACKGROUND

NSW councils are required to have a Community Strategic Plan (CSP) as part of their Integrated Planning and Reporting framework (IP&R). The CSP is the highest-level plan that a council will prepare. The purpose of the CSP is to identify the community’s main priorities and aspirations for the future and to plan strategies for achieving these goals. It guides all remaining strategies and plans and must be developed by councils with and on behalf of their community.

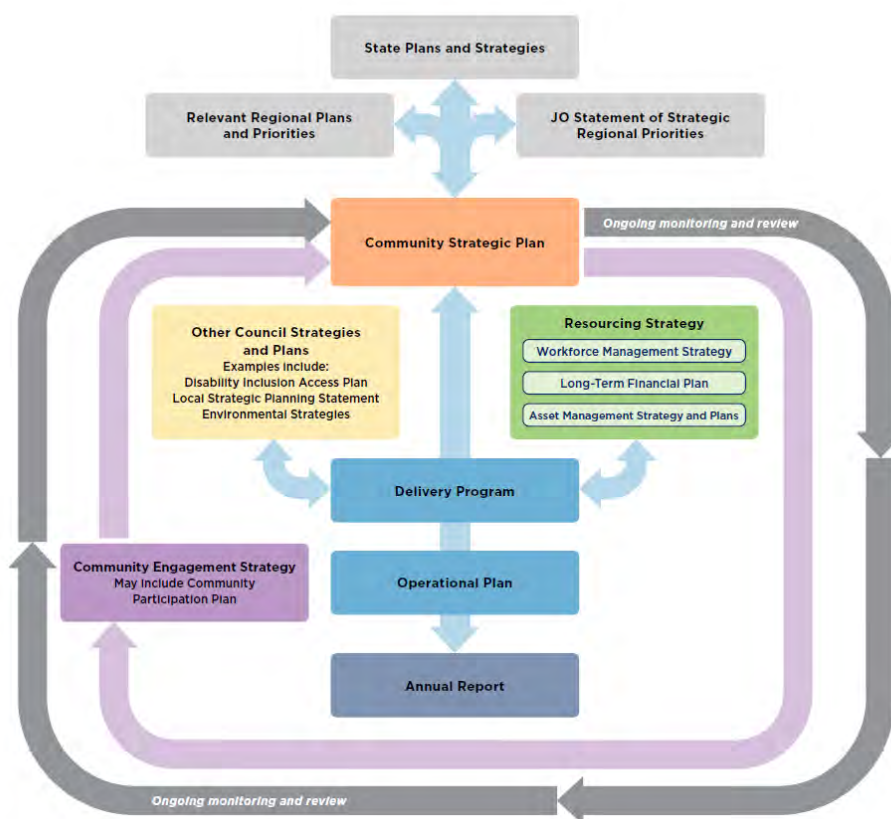


Figure 1: IP&R Framework

## **Integrated Planning and Reporting Framework**

The IP&R framework recognises that most communities broadly share similar aspirations: a safe, healthy and vibrant place to live, a sustainable environment, a caring and engaged community, opportunities for employment, reliable infrastructure, etc. The main difference lies in how each community responds to these needs. The IP&R framework allows NSW councils to draw their various plans together, to understand how they interact and inform each another, and to get the maximum benefit from their efforts by planning holistically for the future.

The main components include:

- Community Strategic Plan.
- Resourcing Strategy.
- Delivery Program.
- Operational Plan.
- Annual Report.

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

The information contained in this report is focused on the finalisation of the new Community Strategic Plan, along with the Delivery Program and ensuing Operational Plans. This report recommends the endorsement of the Community Strategic Plan, and adoption of the Delivery Program and Operational Plan, and noting of information about the Community Strategic Plan's community engagement.

### **(b) Financial Considerations**

There are no direct financial considerations with the adoption of the Community Strategic Plan, Delivery Program or Operational Plan.

## **COMMENTARY**

The following is a summary of the requirements of section 402 of the *Local Government Act 1993* (the Act) regarding the Community Strategic Plan:

- Each local government area is to have a Community Strategic Plan that has been developed and endorsed by the council on behalf of its community.
- The Community Strategic Plan is to identify the main priorities and aspirations for the future of the local government area.
- The Community Strategic Plan must cover a minimum timeframe of 10 years.
- The Community Strategic Plan must establish strategic objectives together with strategies to achieve those objectives.
- The council must review the Community Strategic Plan before 30 June in the year following an ordinary election of council. The council may endorse the existing plan, or develop and endorse a new Community Strategic Plan, as appropriate, to ensure that the area has a Community Strategic Plan covering at least the next 10 years.

Attached to this report and recommendation for Council to adopt the following documents:

- Community Strategic Plan 2025-2035
- Delivery Program 2025-2029 (DP)

### **Community Engagement**

The consultation phase of the CSP and DP are complete. Following provides a summary to date on the consultation and engagement that has occurred to date.

<b>Date</b>	<b>Tasks</b>
9 October 2024	IP&R workshop (Council induction). Councillors given opportunity to provide their top three priorities for this term of Council, for consideration when drafting the CSP.
November-December 2024	Community satisfaction survey conducted.
January 2024	Draft report from community satisfaction survey received.
March 2024	Engagement on draft CSP goals, strategies and vision: <ul style="list-style-type: none"> <li>• Pop-up community consultation sessions at Quambone, Gulargambone and Coonamble.</li> <li>• Online survey on draft CSP.</li> </ul>
April 2025	Councillor briefing on community satisfaction report. Community satisfaction report presented to Council meeting.
9 May 2025	Councillor workshop on draft CSP, Delivery Program and Operational Plan.
14 May 2025	Draft CSP, Delivery Program and Operational Plan placed on public exhibition.
2-4 June 2025	Community consultation sessions on draft CSP, DP and Op Plan held at Quambone, Gulargambone and Coonamble.
16 June 2025	Close of submission period on draft documents.
18 June 2025	Council meeting.

The full report on the draft CSP survey is provided as an attachment to this report. The community satisfaction survey has previously been reported to Council.

### **Community Strategic Plan – 2025 to 2035**

#### **Mandatory requirements and corporate touches**

The Draft Community Strategic Plan 2025 to 2035 includes the mandatory requirements set out section 402 of the *Local Government Act 1993*. The survey consultation and online forums have assisted in revising some of the goals and strategies that were also displayed as part of the initial consultation and engagement that better aligned with the community's sentiments. As a corporate touch, an Acknowledgement of Country is provided along with a Councillor Foreword.

#### **Vision**

The vision was verified and further refined during the consultation period:

*"We are a united, vibrant and capable community, focused on caring for each other and our country, now and into the future."*

#### **Strategic direction**



In addition, the community's comments and the structure of the survey and online forums has allowed the development of 'strategic directions' under the five themes. This is not a mandatory requirement of the CSP but provides a good summary of the community's important priorities.

### Stakeholders

The CSP also outlines the number of stakeholders in delivering the goals and strategies of the CSP. It lists the key stakeholders and their role including:

Type	Explanation
<b>Partner</b>	Delivers services or projects in partnership with other organisations
<b>Service Provider</b>	Takes full responsibility for delivery services
<b>Regulator</b>	Has statutory responsibilities to ensure compliant service delivery
<b>Funder</b>	Funds other organisations to deliver services through grants or contracts
<b>Advocator</b>	Promotes the interests of the community to other decision-making organisations such as the State Government
<b>Facilitator</b>	Brings stakeholders together to help them understand their common objectives and assists them to plan and achieve them

### Outline of sections relating to themes

Each theme includes an introductory page with comments made by our community on that theme/function area. The five themes are supported with 17 goals and 25 strategies and a number of measures of success to help us monitor and evaluate our success.

### Baseline, indicators and targets

Baseline, indicators and targets are carried over from the previous CSP.

### What can members of the community do?

A one-page summary under each theme of what individuals can do in our community is also provided.

### Public submissions

One submission was received on the CSP (provided as an attachment). The draft CSP largely supported the issues raised in the submission, although some amendments have been made to the draft as a result. Addressing the submission:

#### 1. Community members are actively involved in making their towns/district safer.

This goal may be supported in the draft CSP at Strategy C1.3 '*Help build and maintain safe, supportive homes and spaces.*'

#### 2. Physical improvements are underway on an ongoing basis to increase safety of residents and public.

For Council, this action may be better suited to the Delivery Program.

As a general statement, and to better incorporate the submission, one of the measures of success listed at Strategy C1.3 has been amended to read *'Increase in the numbers of programs to address safety in the community.'*

**3. Ongoing activities, programs and services that reduce participation in criminal/unsafe behaviour.**

This goal may be supported by a number of strategies within the CSP that promote positive community cohesion through a variety of programs.

**4. Advocacy and lobbying for change/action/services PLUS alliances for change.**

Council has an advocacy role, alongside roles as service provider and / or facilitator, in a number of community strategies contained in the CSP. Similarly, community groups may have an advocacy role in their own strategies. The draft CSP supports these roles.

Additionally, in response to the submission the 'what you can do' section of the draft CSP (page 49) has been amended. Previously, under 'Our People' this section included as an example 'volunteer'. The draft CSP has replaced the word 'volunteer' to 'participate in community groups' to be inclusive and reflect a wider variety of ways to be involved in community groups.

**Delivery Program 2025-2029**

The Delivery Program is a statement of commitment by the newly elected Council translating goals into clear actions. The Delivery Program 2025-2029 ('DP') is Coonamble Shire Council's key medium term planning document for the future. The DP identifies the principal strategies to be undertaken to implement the outcomes identified in the Community Strategic Plan during the Council's four (4) year term of office.

The DP thoroughly considers the operational elements to implement and achieve the action items. It has utilised the information the community provided in the initial consultation and engagement to develop the program to a draft. The DP sets out how Coonamble Shire Council will implement the actions and which function areas of Council will be responsible for the implementation and its partners. Unlike the current plan, all actions have measures that will be used to review and monitor progress and success of each delivery program item. This encourages the notion of continuous improvement across the Council's operations and determine service level expectations.

**Public submissions**

No submissions were received on the draft Delivery Program 2025-2029.

**(a) Governance/Policy Implications**

The Community Strategic Plan is developed in line with section 402 of the *Local Government Act 1993* (the Act), the Integrated Planning and

Reporting Framework Guidelines (2021) and the Integrated Planning and Reporting Framework Handbook (2021).

**(b) Legal Implications**

Local Councils within the State of NSW have no option other than to comply with the IP&R requirements, as it is a legislative requirement.

**(c) Social Implications**

Once developed and adopted, the Community Strategic Plan will describe the community's vision and aspirations for a period of ten years.

**(d) Environmental Implications**

The potential environmental implications of the Community Strategic Plan could be positive for the LGA.

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

The potential economic implications of the Community Strategic Plan could be positive for the LGA.

**(f) Risk Implications**

If Council is being seen by the NSW Office of Local Government and the community as not complying with the provisions of the Act and the associated IP&R requirements, there is a risk for Council to suffer reputational damage and the possibility of other measures being implemented to ensure that Council fulfills its obligations.

## **CONCLUSION**

It is recommended that the Community Strategic Plan is endorsed, and the Delivery Program is adopted following public exhibition.

## **RECOMMENDATION**

### **That Council:**

- 1. Endorses the Community Strategic Plan 2025-2035.**
- 2. Adopts the Delivery Program 2025-2029.**

**10.7 COMMUNITY DEVELOPMENT MONTHLY REPORT****File Number: C8****Author: Azita Sobhani-Community Services Manager  
Raquel Pickering-Librarian****Authoriser: Bruce Quarmby, Acting General Manager****Annexures: Nil****PURPOSE**

The purpose of this report is to provide information on the activities within Council's Community Development section for the month of May 2025.

**BACKGROUND**

The Community Development (CD) section focuses on our community and our people and the support that Council offers in the delivery of positive support and outcomes. A short summary of the key areas in the CD 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 buys 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 development activities for the previous month.

Coonamble Shire coordinates and delivers the following community services:

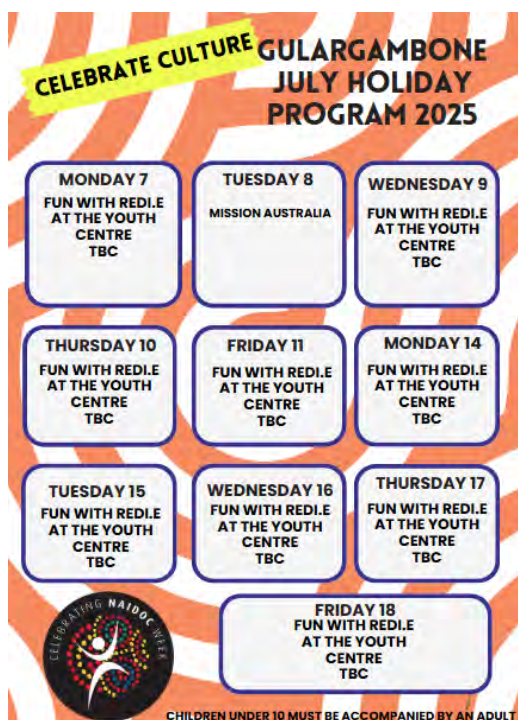
- School Holiday Program – Coonamble, Gulargambone & Quambone
- Youth Centre Gulargambone (After School & Holiday Activity)
- After School Care Quambone
- Library Services (Coonamble, Gulargambone, Quambone)
- Creating, coordinating and supporting events e.g. Seniors Week Luncheon
- Funding events e.g. the Interagency Resilience Day, October Wellbeing Day
- Youth Empowerment Program

## Community Development

The Community Development Manager attended various meetings this month, including the Interagency meeting and a couple of meetings with the Local Operations Rural North Programs in early Childhood Outcome from the Department of Education.

She has also stepped in to be the Interim Chair of the newly developed Early Intervention Working Group, a group borne out of needs identified and voiced at the Coonamble Interagency. It will map out services available in Coonamble Shire to identify gaps in early treatment for mental health development issues and to ensure that families are able to access services in a timely manner. The Executive is currently working on finalising a questionnaire to be distributed to all services shortly.


### July School Holiday Program:



**CELEBRATE CULTURE GULARGAMBONE JULY HOLIDAY PROGRAM 2025**

<b>MONDAY 7</b> FUN WITH REDLE AT THE YOUTH CENTRE TBC	<b>TUESDAY 8</b> MISSION AUSTRALIA	<b>WEDNESDAY 9</b> FUN WITH REDLE AT THE YOUTH CENTRE TBC
<b>THURSDAY 10</b> FUN WITH REDLE AT THE YOUTH CENTRE TBC	<b>FRIDAY 11</b> FUN WITH REDLE AT THE YOUTH CENTRE TBC	<b>MONDAY 14</b> FUN WITH REDLE AT THE YOUTH CENTRE TBC
<b>TUESDAY 15</b> FUN WITH REDLE AT THE YOUTH CENTRE TBC	<b>WEDNESDAY 16</b> FUN WITH REDLE AT THE YOUTH CENTRE TBC	<b>THURSDAY 17</b> FUN WITH REDLE AT THE YOUTH CENTRE TBC
<b>FRIDAY 18</b> FUN WITH REDLE AT THE YOUTH CENTRE TBC		

CHILDREN UNDER 10 MUST BE ACCOMPANIED BY AN ADULT



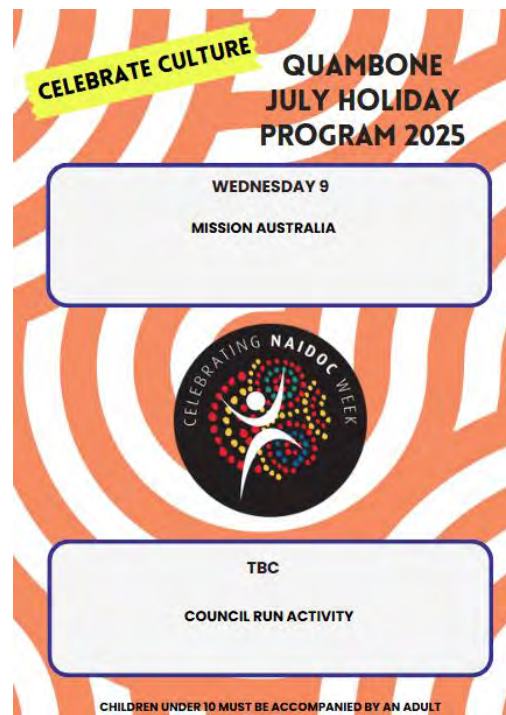
**CELEBRATE CULTURE COONAMBLE JULY HOLIDAY PROGRAM 2025**

<b>MONDAY 7</b> FLAG RAISING & LUNCH 10.30-12noon Coonamble Local Aboriginal Land Council <b>NAIDOC BALL FOR KIDS</b> Drinks & Hotdogs 5.30pm - 7.30pm Bowling Club	<b>TUESDAY 8</b> LUNCH WITH THE ELDERS 12noon - 2pm Coonamble Local Aboriginal Land Council	<b>WEDNESDAY 9</b> LINGO BINGO WITH COONAMBLE LOCAL ABORIGINAL LAND COUNCIL 10.30am-1pm Coonamble Bowling Club
<b>THURSDAY 10</b> MISSION AUSTRALIA	<b>FRIDAY 11</b> TBC	<b>MONDAY 14</b> TBC
<b>TUESDAY 15</b> MOVIES @ THE LIBRARY 10.30am-12.15pm	<b>WEDNESDAY 16</b> TBC	<b>THURSDAY 17</b> TBC
<b>FRIDAY 18</b> TBC		

CHILDREN UNDER 10 MUST BE ACCOMPANIED BY AN ADULT

The Community Development Department are currently in the process of developing a cultural and educational autumn holiday program, incorporating NAIDOC Week, for the communities of Coonamble, Gulargambone and Quambone, in collaboration with local service providers. Services are invited to a meeting on We are especially pleased that Quambone will again be included in the holiday program with a Council run event and one run by Mission Australia.

Above are draft flyers that provide an indicative (TBC = to be confirmed) outline of the proposed program. Please note that these are for reference only, as we are yet to finalise activities and scheduling. A meeting with participating services is scheduled for next week, where we will confirm the program details in consultations with other services.



We appreciate the services ongoing support and engagement in community initiatives. Once the program is finalised, copies will be sent to all primary schools in Coonamble, Gulargambone and Quambone. It will also be put on Council's website and social media accounts.

## ***FIRST LIGHT – COONAMBLE YOUTH EMPOWERMENT PROGRAM – May 2025 Update!***

May has been an exciting and heartwarming month for the Coonamble Youth Empowerment Program—full of reflection, learning, and deeper community connection.

Here's a quick look at what we've been up to:

- **Junior Youth Groups 1 & 2:** Weekly sessions are going strong! Each group meets two times a week which adds up to 4 days a week every week. Both groups continue to grow in confidence, character, and connection.
- **Youth Champions:** This amazing group is not only advancing in their own weekly sessions but has been stepping up to help run the Junior Youth activities. Their commitment and growth as future leaders of Coonamble is shining through.
- **Parents' Meetups x2!** This month, we hosted **two incredible gatherings** with the families of our youth. These meetups weren't just about updates—they were a celebration of each young person's journey and a powerful moment to build bonds between families and the First Light team.



Our Junior Youth Group 1 completed their 7<sup>th</sup> book, which is part of a 14-part series of curriculum designed to help the young of this age group build the essential language, cognitive and character capacities. These capacities enable them to better express their thoughts and deepen their understanding of the world around them—so they can make decisions that benefit both their own lives and the wellbeing of their community. In the photos, the group is seen consulting together about why it's important to work in unity as a team and how collective effort can accelerate impact compared to working alone.

To translate their learning about teamwork and unity into action, the group has continued working on the **Community Garden**, generously provided by the Local Aboriginal Lands Council. Uncle Philip from the Lands Council has been a tremendous support, always going out of his way to assist and encourage the group in their efforts.



Junior Youth Group 2 is going strong. They're currently working through their very first text in the 14-part series, and it's sparked some great conversations. Lately, they've been exploring the idea of setting not just any goals, but *noble goals*—the kind that uplift both the individual and the community. This has naturally led to thoughtful discussions about future careers, and how the paths we choose can become a way to assist and support others too.



To strengthen their understanding of noble goals, Group 2 created a skit about how meaningful aspirations help us overcome challenges. They followed this with an art activity, choosing qualities like resilience, fairness and unity that they want to build together as a group.

### Parent Engagement in the Youth Empowerment Program - Two PARENTS' MEET-UPS

As part of a growing series of gatherings designed to strengthen the bonds between families and the wider community, two recent parent meetups created meaningful spaces for reflection, connection, and shared learning. These sessions brought together parents from three youth cohorts to explore the development of their children, reflect on the joys and challenges of parenting, and consider how every part of the community—starting with the family home—can contribute to nurturing empowered young people.



The *fifth session* in the series welcomed families from Junior Youth Group 1 and the Youth Champions cohort, both of which began in early 2024. The gathering began with a vibrant BBQ, setting a warm and welcoming tone.

Parents had the opportunity to celebrate the remarkable progress of their children, deepen their understanding of the program, and connect with one another in a spirit of unity and shared purpose. It also marked the beginning of a supportive network of families grounded in spiritual principles and collective growth.



The **sixth session** marked a special milestone as it hosted the very first Parents' Meetup for Junior Youth Group 2, which began more recently in February 2025.

For many families, this was their first time attending a formal gathering organized by the program different to the home visits they all had received.



It offered a valuable opportunity to learn more about their children’s journey and to begin building relationships with other parents and the **First Light team**. The atmosphere was one of curiosity, encouragement, and a shared desire to walk alongside the youth as they grow in capacity and purpose.



As part of this special occasion, the young participants of Junior Youth Group 2 prepared heartfelt **paintings** during their sessions to present to their families. These artworks reflected the themes and lessons they’ve been exploring over the past few months. It was truly heartwarming to witness the youth step forward with such confidence—many of them presenting in front of a group for the very first time. Their courage and sincerity left a lasting impression on everyone present.



Together, these gatherings are helping to cultivate a vibrant culture of collaboration and care—where families, facilitators, and the broader community come together to support the development of the next generation.



### National Simultaneous Storytime

National Simultaneous Storytime 2025 was held on Wednesday 21 May at 12noon. The book chosen by the Australian Library and Information Association who run the event is *The Truck Cat* by Deborah Frenkel. This book is read by libraries and schools Australia wide at the same time, on the same day. The librarian issued invitations to attend the reading. Coonamble Preschool and the Coonamble Child Care Centre attended. The librarian purchased books and produced activity books for the preschools and childcare centres in our shire so that they would have it available for National Simultaneous Storytime even though they were unable to attend.



*Photo: Children at Gulargambone Pre School enjoying the National Simultaneous Storytime book provided by Coonamble Shire Library.*



*Photos: Children attending the National Simultaneous Storytime at the Coonamble Shire Library, using the sensory resources and books after the reading.*

**Key Word Sign Storytime**

Coonamble Pre School Educators are hosting three story time sessions at the Coonamble Shire Library this term, with a focus on teaching Key Word Sign. This experience is aimed at children aged 0-6 years and all children in that age group are invited – you don't need to be enrolled with Coonamble Pre School to attend the Storytime sessions. Each session will include a story telling experience, with the addition of key word signs. Families are welcome to stay behind post-storytelling to explore the library resources. This has been an amazing initiative, and we hope that Heidi and the staff at the Coonamble Pre School are open to coming again next term.



*Photos: Children at play and listening to the story at the Key Word Sign Storytime.*

**Gulargambone Library**

Council has received a formal request from the Gulargambone Rural Transaction Centre Committee to activate the extension option included in the 2022 Agreement for the Operation of the Gulargambone Library. This extension clause was part of the original agreement between Council and the Gulargambone Rural Transaction Centre. Management has reviewed and approved the request, thereby extending the agreement for a further two years, covering the period from 1 July 2025 to 30 June 2027. This information is provided for Council’s noting.

**LIBRARY STATISTICS** (24 April 2025-30 May 2025)

Service	Loans	New M/ships	Wi-Fi (ppl)	Internet (people)	Internet (hours)	Kids Comp (children)	Junior Visits	Adult Visits
Coonamble	408	12	35	93	79	94	222	594
Gular	38	2						

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

Library Visits	Reference Enquiries	Technology Enquiries	Local History	VIC Enquiries
816	13	43	7	4

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

Senior Craft	Pre-School Visits	Seniors Tech	Seniors Cinema	Other
16	43	2	12	94

**(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 development section delivers a broad range of support services, activities, and opportunities to all age groups. These services assist in building social cohesion 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**

**That Council receives and notes the information in the May 2025 Community Development report.**

**10.8 DA018/2024- MODIFICATION OF RALSTON QUARRY**

- File Number:** DA018/2024
- Author:** Louise Abrahall-Compliance and Support Officer
- Authoriser:** Bruce Quarmby, Acting General Manager
- Annexures:**
1. Development Assessment Report (under separate cover) 
  2. Updated Statement of Environmental Effects (under separate cover) 
  3. Updated Traffic Impact Assessment (under separate cover) 
  4. Original DA Consent (under separate cover) 

**PURPOSE**

The purpose of this report is to present to Council the development assessment report for Development Application DA018/2024 which seeks to modify DA027/2020 for an extractive industry (hard rock quarry) that was previously approved by the Western Regional Planning Panel on 10 August 2021 (see Attachment).

**EXECUTIVE SUMMARY**

Development Application DA018/2024 relates to the modification of a development application for a hard rock quarry. The modification seeks to alter conditions 19 and 20 of the original consent to amend the staging of the development from the approved two stage development to a three staged development process and alter the access to the quarry from Weenya Road to the existing property access on Tooraweenah Road.

The original consent comprised the following:

Stage	Capacity	Duration	Road Upgrade Works
Stage 1	490,000 tpa	5 years	All Upgrades required prior to haulage
Stage 2	100,000 tpa	20 years	Upgrades installed

The proposed modification to the consent proposes the following:

Stage	Capacity	Duration	Road Upgrade Works
Stage 1	150,000 tpa	1 Year	Minor road up grades
Stage 2	490,000 tpa	5 Years	Upgrades required prior to haulage
Stage 3	100,000 tpa	19 Years	Upgrades installed

Key points regarding the road upgrading are:

1. No access to Weenya Road no haulage on Weenya Rd until it is upgraded as described in this report.

2. Access to Tooraweenah Road to be upgraded to allow two trucks to pass and be sealed.
3. Tooraweenah Road / Weenya Road intersection will be upgraded for 50m east and west of the intersection prior to Stage 2
4. National Park Road / Weenya Road intersection will be upgraded for 50m east and west of the intersection prior to any haulage on that road.
5. The need for turning lanes on Weenya Rd access is removed and turning lanes are not required for new access on Tooraweenah Road.
6. Original consent condition requiring a contribution per tonne to Council for roads M & R remains (currently 68 cents per tonne).

The applicant states that the new stage one use will be targeted at potential road upgrading works required to be delivered for the Narromine to Narrabri (N2N) inland rail project. These works are likely to be required to be delivered at an enabling works stage ahead of the major project works delivery to facilitate access for heavy equipment construction components and infrastructure. It is therefore proposed to commission the quarry under the proposed reduced volumes (150,000 tpa) to make materials available for these enabling works (by ARTC as part of the inland rail consent) classed as associated road projects with the N2N.

The traffic impact assessment report does mention the potential for supply to the Tooraweenah upgrade project, however, no tenders have been let at this point to confirm the source of quarry materials for the road works. Based on the intended location, quantity of hauled material and the reduced truck movements of a maximum of 8 per hour the revised application with staging can be supported.

The application was placed on public exhibition between 21 August and 18 September 2024 in accordance with the Community Participation Plan. One (1) submission was received which is discussed in the assessment report.

Council staff requested additional information on 2/12/2024 and the information was received by Council on 26/3/2025. This information has resulted in a change to the original proposal which granted access via Weenya Rd. However, due to the N2N rail alignment requiring the intended closure of access along Weenya Rd for the quarry (see Figure 2). The new proposed access for all quarry operations will be via the existing property access onto Tooraweenah Road as shown in Figure 1.

## **BACKGROUND**

Council received a development application on 2 August 2024. DA018/2024 proposes the modification of Development Application DA027/2020 which was for an Extractive Industry (hard rock quarry) known as Ralston Quarry.

The proposal seeks the inclusion of an additional stage to extract up to 150,000 tonnes per annum without undertaking the local road upgrades required by DA027/2020. No increase is proposed in total extraction over the life of the quarry.

It has been assessed that staging of the development can be supported based on the information and procedures outlined in the Traffic Impact Assessment (TIA) supplied by The Transport Planning Partnership Ref: 24168 dated 25 February 2025 and attached.



This will require the modification of conditions 19 and 20 as shown in the table below:

Condition 19	
Existing Approved Condition	Applicant's Proposed Condition
<p>Prior to the commencement of <b>any</b> haulage operations, the proponent is to upgrade the existing Northwood property access to Weenya Road to form Basic Auxiliary Left (BAL) and Basic Auxiliary Right (BAR) to the satisfaction of Coonamble Shire Council, including the provision/maintenance of Safe Intersection Sight Distance in accordance with Part 4A of the Austroads Guide to Road Design prior to the commencement of any haulage operations on the local road network.</p>	<p>a) The existing property access to Tooraweenah Road shall be upgraded by the proponent to seal between the existing stock grid and the Tooraweenah Road carriageway during Stage 1 haulage.</p> <p>b) Prior to the commencement of Stage 2 haulage operations, the property access to Tooraweenah Road is to be upgraded by widening the access roadway to allow two heavy vehicles to pass when entering and exiting the property access.</p>
Condition 20	
Existing Condition	Applicant's Proposed Condition
<p>Prior to the commencement of <b>any</b> haulage operations on the local road network, the following sections of local roads shall be upgraded:</p> <p>a) Weenya Road to a rural unsealed standard as per the Austroads Guide to Road Design 2017 and the Austroads Guide to Pavement Technology Part 6, and to the satisfaction of Coonamble Shire Council.</p> <p>b) Tooraweenah Road to a rural unsealed standard 50 metres east and west of its intersection with Weenya Road as per the Austroads Guide to Road Design 2017 and the Austroads Guide to Pavement Technology Part 6, and to the satisfaction of Coonamble Shire Council.</p> <p>c) National Park Road to a rural unsealed standard 50 metres east and west of its intersection with Weenya Road as per the Austroads Guide to Road Design 2017 and the Austroads Guide to Pavement Technology Part 6, and to the satisfaction of Coonamble Shire Council.</p>	<p>a) Prior to any haulage on Weenya Road, Weenya road shall be upgraded to a rural unsealed standard as per the current Austroads Guide to Road Design and the Austroads Guide to Pavement Technology and the satisfaction of Coonamble Shire Council.</p> <p>b) Should Tooraweenah Road remain unsealed prior to the commencement of Stage 2, Tooraweenah Road shall be upgraded to a rural unsealed standard at least 50m east and west of its intersection with Weenya Road as per the current Austroads Guide to Road Design and the Austroads Guide to Pavement Technology Part 6, and to the satisfaction of Coonamble Shire Council.</p> <p>c) Prior to any haulage on National Park Road, National Park Road shall be upgraded to a rural unsealed standard 50m east and west of its intersection with Weenya Road as per Austroads Guide to Road Design and the Austroads Guide to Pavement Technology Part 6, and to the satisfaction of Coonamble Shire Council.</p>

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

This report relates to the 2023-2024 Operational Plan Action E.1.3 – Implement planning and development approvals process which enhances operational efficiencies.

**(b) Financial Considerations**

The fees for this application were \$584.00 which have been paid in full.

The original consent has a condition requiring a per tonne contribution to Council for road maintenance of 58 cents per tonne indexed. After

indexation this amount is now 68 cents per tonne and Council could expect approximately \$100,000 in Stage one and \$330,000 pa during stage 2. This funding will be used to maintain the rural roads in the area

## COMMENTARY

The relocation of the access for the quarry from Weenya Road to the existing farm access onto Tooraweenah Road as shown in Figure 1 has been forced upon the proponent by the alignment change for the inland rail as shown in Figure 2 which effectively closes the access to Weenya Road. This change necessitates some amendment to existing conditions of consent as proposed.

The proponents also seek to break the project into three stages with a softer initial stage 1 enabling extraction of a maximum of 150,000 tonnes for enabling road works for the N2N Inland Rail Project and then an increase in annual production to a maximum 490,000 tpa while the main construction phase of the rail project occurs. The final and longest stage will result in the quarry being able to process a maximum 100,000 tpa for the general market.

The original consent proposed significant road upgrading works on surrounding roads as listed in conditions 19 and 20. These works were required prior to haulage of any material from the quarry and based on an annual tonnage of 490,000 tpa with the maximum haulage trips per hour of 24 heavy vehicles.

Figure 1 – Proposed new quarry access shown below at the orange arrow.



Figure 2 – Current inland rail route at the site – orange arrow below shows closed Weenya Road access.



The proponents traffic engineering consultants have confirmed that with the first Stage now reducing to a maximum 150,000 tpa the maximum haulage trips per hour will be 8 heavy vehicles and now entering Tooraweenah Road at a point with at least 500m clear site distance east and west. The existing consent also contains a condition requiring the proponent to implement a Traffic Management Plan and Driver Code of Conduct which will include restricted travel during school bus times and periods of wet weather. Drivers will also be required to ensure departing and incoming trucks are adequately spaced to avoid any que forming or excessive dust being generated. Due to the proposed changes in the staging of operations and the closure of the Weenya Road access point to the quarry, conditions 7 and 8 of the original development consent (DA027/2020) will need to be amended. Additionally, a new condition (8A) will be introduced to address the requirements of each stage of operation. The condition amendments are shown in the table below.

The proponent’s traffic consultants have established there will be minimal risk in Stage 1 operations given the Traffic Management Plan, Driver code of Conduct, low haulage truck frequency and low rural road user numbers. As a result, some of the previous road upgrading works has been deferred to Stage two or modified.

Condition 7	
Existing Approved Condition	Proposed Amended Condition
Stage 1 extraction and processing activities, as defined by the Ralston Quarry Environmental Impact Statement prepared by Groundwork Plus Pty Ltd dated August 2020, are limited to no more than 490,000 tonnes extracted or processed per annum for supply to the Inland	Stage 1 extraction and processing activities, as defined in Regional Quarries Ralston Quarry Modification Report dated 31 July 2024 are limited to no more than 150,000 tonnes within a year extracted or processed for supply to the N2N Inland Rail Project (Narromine to Narrabri

Rail Project (Narromine to Narrabri Section) and associated road upgrade projects.	Section) enabling works and associated road upgrade projects.
<b>Condition 8</b>	
<b>Existing Approved Condition</b>	<b>Proposed Amended Condition</b>
Stage 2 extraction and processing activities, as defined by the Ralston Quarry Environmental Impact Statement prepared by Groundwork Plus Pty Ltd dated August 2020, are limited to no more than 100,000 tonnes extracted or processed per annum once Stage 1 is completed. Stage 2 is not permitted to operate at the same time as Stage 1 except for Stage 1 rehabilitation works. Prior to commencing Stage 2, the proponent must provide written evidence to Coonamble Shire Council that Stage 1 has been completed and Stage 1 rehabilitation works have commenced.	Stage 2 extraction and processing activities, as defined in Regional Quarries Ralston Quarry Modification Report dated 31 July 2024 are limited to no more than 490,000 tonnes per annum over a five (5) year period extracted or processed for supply to the N2N Inland Rail Project (Narromine to Narrabri Section) and associated road upgrade projects. Stage 2 shall not operate until such times as the proponent has provided written notice to Coonamble Shire Council that Stage 1 has been completed and all conditioned pre-requirements are also completed.
<b>New Condition 8A</b>	
<p>Stage 3 extraction and processing activities as defined in Regional Quarries Ralston Quarry Modification Report dated 31 July 2024 are limited to no more than 100,000 tonnes per annum over a nineteen (19) year period extracted or processed for supply to the general market.</p> <p>Stage 3 shall not operate until such times as the proponent has provided written notice to Coonamble Shire Council that Stage 2 has been completed.</p> <p>Stage 3 is not permitted to operate at the same time as Stages 1 &amp; 2 except for Stage 1 &amp; 2 rehabilitation works.</p> <p>Prior to commencing Stage 3 the proponent must provide written evidence to Coonamble Shire Council that Stage 2 has been completed and Stages 1 &amp; 2 rehabilitation works have commenced.</p>	

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 Extractive Industries are permissible under the *Environmental Planning and Assessment Act 1979* and the *Coonamble Local Environmental Plan 2011*.

**(c) Social Implications**

There are no direct social implications arising from this report that has not been addressed in the development assessment report.

**(d) Environmental Implications**

There are no direct environmental implications arising from this report that has not been addressed in the development assessment report.

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

There are no direct economic/asset management implications arising from this report that has not been addressed in the development assessment report.

**(f) Risk Implications**

There are no direct risk implications arising from this report.

## CONCLUSION

It is recommended that Council approve the application to modify DA027/2020 to stage the development and relocate the access point for the quarry to Tooraweenah Road by creating a new condition 8A contained in the recommendation and amending conditions 7, 8, 19 and 20 as described.

## RECOMMENDATION

**1. That Council approves DA018/2024 to modify DA027/2020 by the addition of the following condition:**

**2. That Council amends Condition 7 of DA027/2020 as follows:**

**Stage 1 extraction and processing activities, as defined in Regional Quarries Ralston Quarry Modification Report dated 31 July 2024 are limited to no more than 150,000 tonnes within a year extracted or processed for supply to the Inland Rail Project (Narromine to Narrabri Section) enabling works and associated road upgrade projects.**

**3. That Council amends Condition 8 of DA027/2020 as follows:**

Stage 2 extraction and processing activities, as defined in Regional Quarries Ralston Quarry Modification Report dated 31 July 2024 are limited to no more than 490,000 tonnes per annum over a five (5) year period extracted or processed for supply to the Inland Rail Project (Narromine to Narrabri Section) and associated road upgrade projects. Stage 2 shall not operate until such times as the proponent has provided written notice to Coonamble Shire Council that Stage 1 has been completed and all conditioned pre-requirements are also completed.

**4. That Council insert Condition 8A of DA027/2020 as follows:**

Stage 3 extraction and processing activities as defined in Regional Quarries Ralston Quarry Modification Report dated 31 July 2024 are limited to no more than 100,000 tonnes per annum over a nineteen (19) year period extracted or processed for supply to the general market. Stage 3 shall not operate until such times as the proponent has provided written notice to Coonamble Shire Council that Stage 2 has been completed. Stage 3 is not permitted to operate at the same time as Stages 1 & 2 except for Stage 1 & 2 rehabilitation works. Prior to commencing Stage 3 the proponent must provide written evidence to Coonamble Shire Council that Stage 2 has been completed and Stages 1 & 2 rehabilitation works have commenced.

**5. That Council amend Condition 19 of DA027/2020 as follows:**

The existing property access to Tooraweenah Road shall be upgraded by the proponent to by widening the access roadway to allow two heavy vehicles to pass when entering and exiting the property access & bitumen sealing between the existing stock grid and the Tooraweenah Road carriageway prior to Stage 1 haulage commencing.

**6. That Council amend Condition 20 of DA027/2020 as follows:**

a) Prior to any haulage on Weenya Road, Weenya road shall be upgraded to a rural unsealed standard as per the current Austroads Guide to Road Design and the Austroads Guide to Pavement Technology Part 6 and the satisfaction of Coonamble Shire Council,

b) Should Tooraweenah Road remain unsealed prior to the commencement of Stage 2, Tooraweenah Road shall be upgraded to a rural unsealed standard at least 50m east and west of its intersection with Weenya Road as per the current

**Austroads Guide to Road Design and the Austroads Guide to Pavement Technology Part 6, and to the satisfaction of Coonamble Shire Council,**

**c) Prior to any haulage on National Park Road, National Park Road shall be upgraded to a rural unsealed standard 50m east and west of its intersection with Weenya Road as per Austroads Guide to Road Design and the Austroads Guide to Pavement Technology Part 6, and to the satisfaction of Coonamble Shire Council.**

## 10.9 PLANNING, REGULATORY & COMPLIANCE PROGRESS REPORT

**File Number:** E5

**Author:** Louise Abrahall, Compliance and Support Officer

**Authoriser:** Bruce Quarmby, Acting General Manager

**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 and 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.

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 to 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 themselves and can come from government agencies, community groups and environmental advocates.

- 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 decided 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 a recommendation to decide on the application.

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>May 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>			
DA008/2025	Dual Occupancy – manufactured homes	24-26 Limerick Street, Coonamble	10/06/2025
DA012/2025	Residential Shed	2 McMahan Street, Coonamble	21/05/2025
CC025/2024	Construction Certificate – Building Refurbishment	38 Castlereagh Street, Coonamble	04/06/2025
OC040/2024	Occupation Certificate – Residential Shed	98 Carinda Road, Coonamble	20/05/2025

**Re-zoning of the old sheepyard site**

Council has received the Gateway Determination for the rezoning of Lot 240 DP 754199 from RU1 Primary Production to E4 General Industrial Zone on 10 June 2025. The NSW Department of Planning have advised that the LEP amendment be completed on or before 26 March 2026.

**Reclassification of Land**

Council has received the Gateway Determination for the reclassification of land at 40 Calga Street and 34-46 Hickey Street, Coonamble from Community to Operational, on 15 May 2025. The NSW Department of Planning have advised that the LEP amendment be completed on or before 4 November 2025.

**Saleyards**

One fat cattle sale was held on 7 May 2025 with a total of 950 cattle sold through the saleyards. A Saleyards Committee Meeting involving the Coonamble Saleyard Agents and Council was held on 26 May 2025 to discuss scheduling ongoing saleyard maintenance in order of priority. This included temporary repairs on Ramp 5 to allow its safe operation. The following photos show the temporary repairs made to Ramp 5. Materials have been purchased prior to 30 June 2025, to enable ongoing saleyard repairs and maintenance to continue. This has contributed to the higher than usual expenditure reported for May 2025.





**Saleyards**

	<b>May</b>	<b>Year to Date</b>
Income	9,237	111,732.12
Expenditure	23,627	114,361.70
		<b>2,629.58 Deficit</b>

**Truck Wash**

No income was available for April 2025; however this has been included with May 2025 and is shown below:

**Truck Wash**

	<b>April</b>	<b>May</b>	<b>Year to Date</b>
Income	5,001	45	56,312.03
Expenditure	277	46,307	54,802.84
			<b>1,509.19 Surplus</b>

**Companion Animals**

The Regulatory Officer’s report is provided for May. The following is a summary of companion animal statistics.

<b>CORRESPONDENCE</b>	<b>May 2025</b>	<b>YTD 2025</b>
Infringements (Animals)	0	0
Infringements (Other)	0	0
Change of Details	0	10
Microchipped dogs	0	7
Registrations	2	4

**Companion Animal Seizure and Impounding Activities – May**

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

<b>Impounding Activities:</b>	<b>Dogs</b>	<b>Cats</b>
Animals in pound at start of month	2	2
<b>Incoming Animals</b>	<b>Dogs</b>	<b>Cats</b>
Transferred from seizure activities	0	0
Abandoned or Stray	3	0
Surrendered	3	0
<b>Total Animals in Pound</b>	<b>7</b>	<b>2</b>

<b>Outgoing Animals</b>	<b>Dogs</b>	<b>Cats</b>
Released to Owner	0	0
Euthanised	6	2
Released to Rehoming Organisation	3 + 6 puppies	0
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>9</b>	<b>0</b>
Animals in Pound at end of Month.	5	0

**Dog Attacks**

There was three (3) dog attacks reported during May 2025, which are still under investigation, however penalty infringement notices and dog orders will be issued.

**(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**

There are no current legal implications arising from this report.

**(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 issue.

**(f) Risk Implications**

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

**CONCLUSION**

The Planning, Regulatory and 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 for May be received and noted.**

**10.10 WASTE MANAGEMENT REPORT JUNE 2025****File Number:** G 1-1**Author:** Janelle Whitehead-Manager Waste, Recycling & Employment**Authoriser:** Bruce Quarmby, Acting General Manager**Annexures:** 1. Financial Overview Waste - May 2025 [↓](#) **PURPOSE**

To provide information on the activities within Council's Waste, Recycling and Employment Opportunities Section for the last month.

**EXECUTIVE SUMMARY**

Both delivery of existing operations and system improvements are continuing across the Shire.

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.

Waste Management review will commence in June to review all facets of the operations.

**BACKGROUND**

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

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 of initiatives that is well communicated and efficiently delivered.

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

All actions and strategies related to waste and the environment.

**(b) Financial Considerations**

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

**STRATEGIC DIRECTIONS**

An analysis of the following key issues has been undertaken:

- *Addressing EPA compliance* – project started to clean up Stage 1 of the old landfill site using Caring for Country grant funding, has now been completed.
- *Recycling and tidying up* - Working with various contractors to remove a variety of waste products and get income, such as scrap metal, cardboard, eWaste, cash for cans, batteries and oils, ongoing
- *Focusing on cost and efficiencies* – e.g. how to operate the 3 stations cost-effectively, operating days & hours, staffing.
- *Community recycling centre* – one of the next strategic projects being planned.



Chairperson Antony Cullen-Ward net waste and Bourke councils Dwyane Willoughby.

**Bourke Council hosted the Net waste forum in May.**

The site visit to their facility was very interesting, lots of discussions around contracts and legislation changes. Anthony Cullen-Ward has been liaising with LGNSW regarding advice on the new Waste Worker legislation. This is complex and still evolving but we are looking to have our smaller service-based contracts updated. FOGO may not be included in the legislation as it is regarded as processing rather than waste, but most other waste services are.

**State Government Food and Organics Mandate**

As previously reported to Council the NSW Parliament has passed legislation to mandate Food Organics and Garden Organics (FOGO) for households by 2030, and for businesses and institutions in stages from July 2026.

To assist Council’s in this process the NSW EPA have developed and distributed the NSW guide to best practice FOGO. With the NSW Government mandate stating all NSW Councils must provide all households with food and organics collection services less than five years away it is a strong focus for Council and its advisory group NetWaste. Specifics on the mandate and potential exemptions for regional and remote areas have not yet been provided by the EPA.

**Site visit Resource Hub**

Consultant Oscar Gallagher visited our Coonamble waste facility 5 June 2025. Working with the team providing advice on layering of the tip cell, soil management, leachate and storm water issues we are experiencing at the cell.



Oscar second from left pictured with waste staff at Coonamble.

**Concrete crushed product**

The stockpiles of concrete crushed in April is being used around the landfill site and plant shed. For Council’s information, the stockpiles of concrete have been allowed to build up over several years with minimal crushing of this product undertaken. Whilst the backlog has now been addressed this has come at a substantial cost to Council. Moving forward more regular crushing of concrete will be undertaken.

The plan is to utilise the crushed product by spreading it around the facility to provide all weather access to our tipping sites and stockpiles.



**Illegal Dumping**



The old Tin Town site Gordon Street is the latest target area for dumping of household waste, asbestos and building materials. Both the Compliance section and waste management section will be working together to with EPA and Safe work to remove the



asbestos with other rubbish deposited to Coonamble waste facility. This is a huge cost to council.



**Return and Earn**

Meetings are continuing with the CEO of Tomra Cleanaway around the provision of automated machines. The most recent being a visit to the North Street Grafton earn and return site. Owners Abel and Kelly, a husband-and-wife team who hosted the site visit explained the operations of their automatic machine that are fixed into a shed similar size to our current reuse shop and equipment shed at our Coonamble facility. Further meetings are planned with all parties over the next month.

**Old landfill site (Caring for Country project)**

The Caring for Country project, which Council was undertaking at the old tip site in Wingadee street has now been completed. Before and after shots with the additional gravel road base left over from Yarran Street housing project utilised on the road entry.

Council has been verbally advised that the EPA infringement notices for this site have been withdrawn; however, written confirmation is still pending.

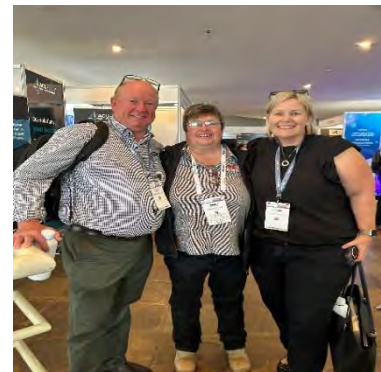
**Scrap Metal**

We are increasing our scrap metal stockpile again; this will include old car bodies and scrap metal retrieved from the old tip site cleanup with our next pickup planned for July.

Blue bin hire has been offered for those interested in bulk removals of steel and general waste on a fee for service.

A meeting with Infrabuild management team at Coffs Harbour waste conference was worth the chat around logistics and pricing moving forward.

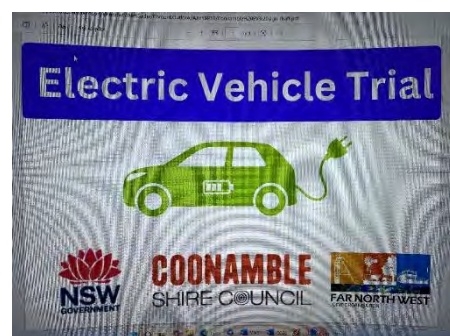
Brett will visit Coonamble later this month to review our stockpile.



**Ev vehicle trial**

Far Northwest Joint Organisation (FNWJO) has contracted Origin to provide two vehicles as part of the FNWJO EV Trial and Coonamble Shire Council has agreed to accept delivery of the Vehicles.

The trial is for three weeks commencing 17 June 2025.



## Financial Overview

As requested by Council, additional financial information has been provided on the breakdown of income and expenditure across the three sites. This financial summary is attached as an annexure to this report. For Council's the main increase in costs incurred since the previous financial report are associated with the crushing of the concrete stockpile.

### (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 the waste operations have continued within the Waste Section for the past month with continuous improvement being implemented across all sites and services.

## RECOMMENDATION

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

Centre	Income			Expenditure							Net Operating Result as @ 31/05/2025
	Rates (Access Charges)	Gate Takings	Total Income	Waste Collection			Waste Disposal			Total Expenditure	
				Payroll	Plant	Stores, Materials & Contractors	Payroll	Plant	Stores, Materials & Contractors		
Coonamble	\$ 733,961.23	\$ 205,950.81	\$ 939,912.04	\$ 53,254.51	\$ 69,229.77	\$ 852.77	\$ 281,045.21	\$ 114,355.90	\$ 613,232.80	\$ 1,131,970.96	\$ 192,058.92
Gulgambone	\$ 117,159.75	\$ 5,652.74	\$ 122,812.49	\$ 12,784.10	\$ 21,749.07	\$ 2,399.28	\$ 20,805.41	\$ 2,510.86	\$ 25,202.53	\$ 85,451.25	\$ 37,361.24
Quambone	\$ 28,917.42	\$ 1,918.18	\$ 30,835.60	\$ 16,761.99	\$ 25,046.40	\$ 1,596.43	\$ 22,551.59	\$ 8,736.41	\$ 6,457.20	\$ 81,150.02	\$ 50,314.42
Interest on Access Charge	\$ 17,713.14	\$ -	\$ 17,713.14								\$ 17,713.14
<b>Total</b>	<b>\$ 897,751.54</b>	<b>\$ 213,521.73</b>	<b>\$ 1,111,273.27</b>	<b>\$ 82,800.60</b>	<b>\$ 116,025.24</b>	<b>\$ 4,848.48</b>	<b>\$ 324,402.21</b>	<b>\$ 125,603.17</b>	<b>\$ 644,892.53</b>	<b>\$ 1,298,572.23</b>	<b>\$ 187,298.96</b>

**10.11 ECONOMIC DEVELOPMENT & GROWTH**

**File Number:** 75210  
**Author:** David Levick-Manager Economic Development and Growth  
**Authoriser:** Bruce Quarmby, Acting General Manager  
**Annexures:** Nil

**PURPOSE**

The purpose of this report is to provide Council with an update on recent activities in the economic development and growth section.

**BACKGROUND**

The economic development and growth function is about facilitating the achievement of a more diversified economic base for the Local Government Area (LGA), enhancing business prospects, growth, productivity, incomes, 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 investment barriers, attract diverse, sustainable, and responsible new industry development and improve the profile of the Coonamble LGA.

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

- ED1.2 Develop our economy, including the visitor economy.
- 11.5 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: Remedial work was carried out in the main street in readiness for a Night on the Town event.

*Yarran Street Housing Development*

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- Housing contract for modular homes signed
- Services connected
- Subdivision Development Application approved
- Manufacture housing components
- Assemble first two houses on site

Commentary: Council has approved the Development Application for the subdivision in two stages. Simmons Groups has ordered the housing materials and submitted a Development Application for the first exhibition home.

*Land and Industrial Development*

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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
- 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
- Some Planning Reports ratified by Council
- Council-ratified Planning Report submitted to the Department of Planning

Commentary: Planning Proposals submitted to the Department of Planning to create an industrial zone at the old Coonamble Sheepyards and re-classify the Council land at the Limerick Street site to operational. Awaiting next approval step from the Department of Planning.

*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
- Construction start
- Operations Plan finalised
- Build Youth Accommodation in Coonamble and Gulargambone

Commentary: Approval to extend the project completion date to 30 September 2025 and approve the change of scope was successful. A Development Application for the Gulargambone unit has been approved. A Development Application for the Coonamble units is currently under consideration.

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

Commentary: A three-year *Real Country* Calendar of Events across the three Shires is being finalised to ensure complementarity of event timing in each area.

*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: Council has called for expressions of interest from further suitably qualified individuals to be considered for the membership of the Public Arts Advisory Panel.

Grants

Grants completed & awaiting acquittal	Comment
Seniors Week 2025	Completion report - commenced
Coonamble Sports Ground Women's Change Rooms	Completion report - commenced

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

Pending grant submissions:

Submission	Amount sought	Announcement date
Coonamble Heritage Reflections	\$25,000	May 2025
Quambone Racecourse Upgrades	\$315,510	April 2025
Open Streets Program (Vision Splendid)	\$350,000	May 2025
Coonamble Waste Management Facilities	\$249,840	June 2025

Upgrade (Landfill Consolidation program)		
Quambone Landfill Closure and establishment of a Waste Transfer Station (Landfill Consolidation program)	\$244,340	June 2025
Advisory Services and Training (Landfill Consolidation program)	\$17,770	June 2025

Pending   
  Successful   
  Reserve listed   
  Not Successful

Council’s application for \$25,000 for a Coonamble Heritage Reflections study was successful. This project is for the review of the Coonamble Community-Based Heritage Study completed in 2014 with the aim of identifying key sites for inclusion in the Coonamble Local Environmental Plan 2011. The project also aims to identify sites suitable for interpretation.

Crown Lands has advised that Council’s application for Quambone Racecourse Upgrades under the Crown Reserves Improvement Fund was not successful. Council’s application requested \$315,510. Crown Lands advised that 297 applications had been received, with a total value more than six times the available funds.

The application under the Landfill Consolidation Program for Quambone Landfill Closure and establishment of a Waste Transfer Station (valued at \$244,340) was not successful, requiring further supporting studies on illegal dumping and other strategies to be implemented by Council.

The application under the Landfill Consolidation Program for Coonamble Waste Management Facilities Upgrade (to the value of \$249,840) is on a reserve list for consideration, if other applicants do not take up their offers.

The application under the Landfill Consolidation Program for Advisory Services and Training (to the value of \$17,770) was successful.

The Variation for the change of location, scope and completion date of the Coonamble Artesian Bathing project has been approved by the Department of Primary Industries and Regional Development’s grant management office. A meeting with the funding body and Council staff is planned to occur between the preparation of this report and the Council meeting. The Acting General Manager will give a verbal report on this.

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

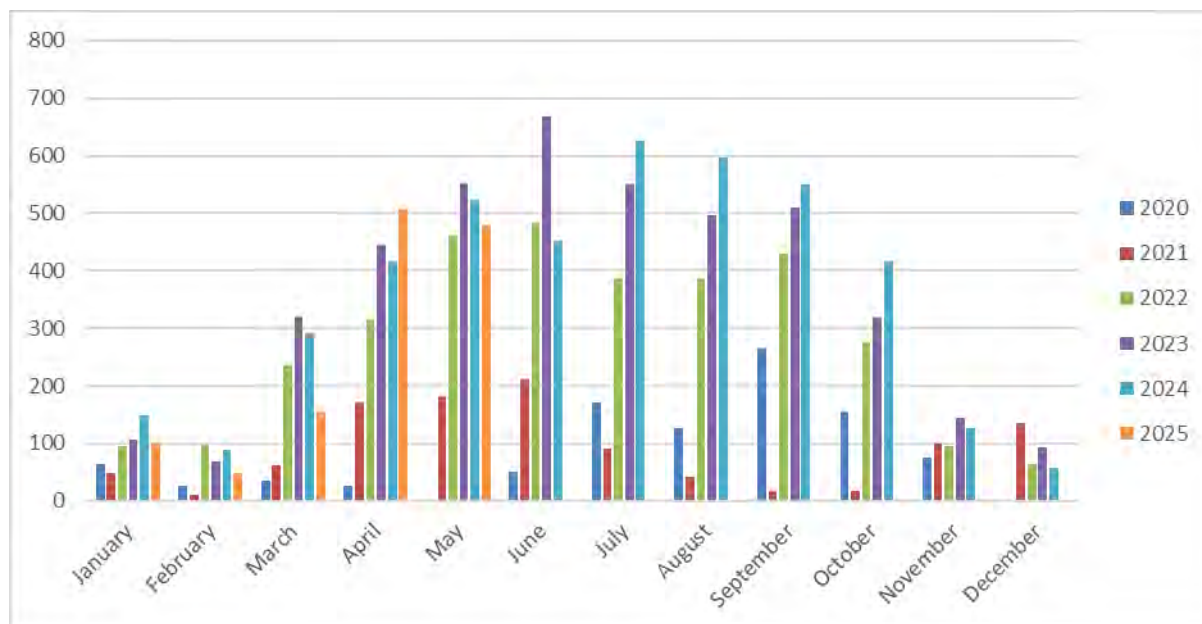
Facebook: During April and May, Council gained 44 new followers on its Facebook page, bringing the total number of followers to 3363, with 68% of followers being women and 32% men. During May, there were 28 posts to Facebook to communicate news and updates on various operational matters.

Tourism and visitation

**Coonamble Information and Exhibition Centre**

From April 30 to May 29, the Information and Exhibition Centre welcomed 478 visitors to Coonamble Shire, marking a strong visitor count throughout May, contributing to the year-to-date total of 1290. This figure suggests that May has been a notable month for tourism so far this year, accounting for a significant portion of the 1290 total, with the remaining 812 visitors spread across January through April. Compared to totals of previous years, such as 4293 in 2024, the 478 visitors in May 2025 highlight a modest but meaningful peak.

During May, there were three tour buses that visited Coonamble and the Information and Exhibition Centre, originating from Victoria and Sydney. They showed particular interest in public art and souvenirs.



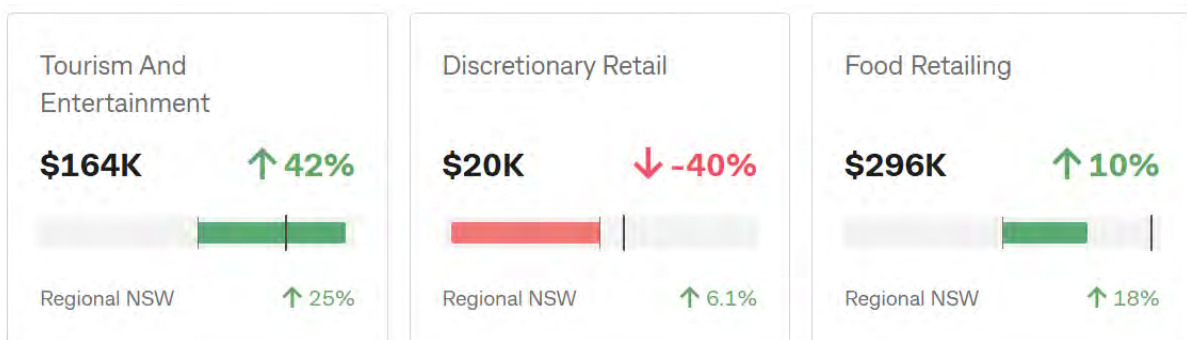
**Visitor spending**

In April 2025, overnight visitor numbers rose by 15% compared to April 2024, with spending showing stable growth with another slight increase by 9.6%. Overnight visitors are those travelling over 40km and staying consecutive days in the region.

<p>Overnight visitor spend</p> <p><b>\$483K</b>    <b>↑ 15%</b></p>	<p>Overnight visitor count</p> <p><b>3.2K</b>    <b>↑ 9.6%</b></p>
---	--



Day visitors, travelling over 25km and staying at least 4 hours in a single day, have continued to increase by 9.4%, however spending has decreased by 6.2% compared to the same time in the previous year.



## Events

Upcoming events:

- 3 June, Experience Development Workshop Coonamble by Destination NSW Tailored for visitor economy businesses, such as accommodation providers, tour operators, attractions and farm stays, this workshop is ideal for those looking to develop or refine visitor experiences. Gain valuable insights on crafting memorable experiences, understanding diverse traveller needs, creating and improving bookable offerings, and accessing tools, resources, and support to elevate your business.
- 7 June, Gulargambone Show
- 6-9 June, Coonamble Rodeo and Campdraft
- 21 June, Western Plains Women’s Tri Tag
- 21 June, Gulargambone Jockey Club Centenary Ball
- 5-6 July, Coonamble Team Penning

More information about events can be found on Council's website by selecting the 'Events' page. Local organisers are highly encouraged to also submit their events via the 'add my event' submission form.

**(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 and work towards achieving the goals of the Coonamble Destination Management Plan 2020.

**RECOMMENDATIONS**

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

**10.12 STATUS OF INVESTMENTS - MAY 2025**

**File Number:** Investments General - I5  
**Author:** Imogen Pawley-Finance Assistant  
**Authoriser:** Bruce Quarmby, Acting General Manager  
**Annexures:** 1. Imperium report May [↓](#) 

**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 02 June 2025 after all maturing dates for investments had passed.

The total Capital Value of Investments as of 02 June is \$22,250,000. This is broken down with \$21,250,000 invested in term deposits as shown in the attached report, with \$1,000,000 in at call savings accounts.

The main arrears of expenditure are seen in the below table:

<b>Quarry –</b> Various parts and maintenance works	\$37,798
<b>Transport –</b> Includes various sealing works and hire of plant	\$464,384
<b>Special Projects –</b> Crisis Accommodation	\$147,980
Sportsgrounds Amenities	\$129,301
<b>Plant –</b> New Ute	\$49,500
Fuel	\$50,500
<b>Waste operations –</b> Concrete Crushing	\$200,822
<b>Administration</b> Includes Annual Subscriptions	\$59,288

Of these payments it is expected \$741,666 will be either funded through Grants or reimbursed to Council.

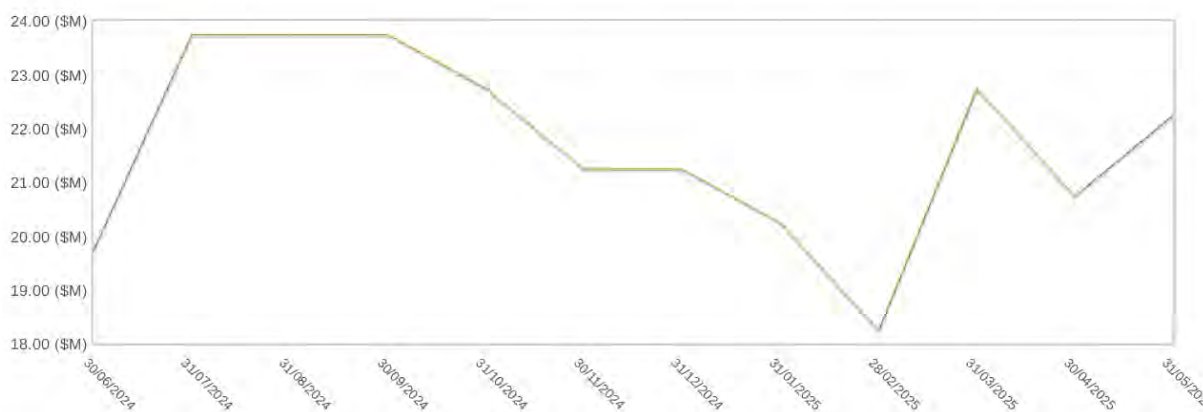
Council has acquitted the following grants of which we are expecting the payment to be received in the near future. Once these funds have been received Council anticipates reinvesting in accordance with our Investment Policy.

Dept of Infrastructure and Regional Development	LRCI – Phase 3	\$929,818
Department of Climate Change and Energy	SSWP403 – Milestone 2	\$101,250
Dept of Infrastructure and Regional Development	Coonamble Sports Ground	\$270,000

Council is continuing to work towards recovering all grant receivable outstanding.

**Historical Portfolio Balances** as at 31/05/2025

30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024	31/01/2025	28/02/2025	31/03/2025	30/04/2025	31/05/2025
19.75	23.75	23.75	23.75	22.75	21.25	21.25	20.25	18.25	22.75	20.75	22.25



**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 May 2025 to 31 May 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

01/05/2025 to 31/05/2025

### Portfolio Valuation as at 31/05/2025

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	03/02/2025	03/06/2025	4.7400	2,000,000.00	2,000,000.00	30,647.67	8,051.51
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/12/2024	12/06/2025	5.0500	500,000.00	500,000.00	11,829.45	2,144.52
NAB	A-1+	TD	GENERAL	At Maturity	18/03/2025	18/06/2025	4.7500	2,000,000.00	2,000,000.00	19,520.55	8,068.49
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	09/12/2024	09/07/2025	5.0800	1,000,000.00	1,000,000.00	24,216.99	4,314.52
NAB	A-1+	TD	GENERAL	At Maturity	14/03/2025	17/07/2025	4.7000	1,000,000.00	1,000,000.00	10,172.60	3,991.78
NAB	A-1+	TD	GENERAL	At Maturity	06/03/2025	06/08/2025	4.7000	1,000,000.00	1,000,000.00	11,202.74	3,991.78
NAB	A-1+	TD	GENERAL	At Maturity	28/05/2025	20/08/2025	4.3000	1,000,000.00	1,000,000.00	471.23	471.23
NAB	A-1+	TD	GENERAL	At Maturity	28/03/2025	28/08/2025	4.7500	2,000,000.00	2,000,000.00	16,917.81	8,068.49
BOQ	A-2	TD	GENERAL	At Maturity	02/12/2024	02/09/2025	5.0500	1,000,000.00	1,000,000.00	25,042.47	4,289.04
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/05/2025	11/09/2025	4.3400	2,000,000.00	2,000,000.00	4,756.16	4,756.16
NAB	A-1+	TD	GENERAL	At Maturity	29/05/2025	29/09/2025	4.2500	1,500,000.00	1,500,000.00	523.97	523.97
AMP Bank	A-2	TD	GENERAL	At Maturity	07/04/2025	07/10/2025	4.5000	1,000,000.00	1,000,000.00	6,780.82	3,821.92
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2024	24/10/2025	5.1000	1,000,000.00	1,000,000.00	30,739.73	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	30,003.29	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	29,145.48	4,323.01
Unity Bank	Unrated	TD	GENERAL	At Maturity	18/11/2024	18/11/2025	5.0000	250,000.00	250,000.00	6,678.08	1,061.64
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	06/08/2024	06/08/2026	4.4000	1,000,000.00	1,000,000.00	3,134.25	3,134.25
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	16/01/2025	17/01/2028	4.7000	1,000,000.00	1,000,000.00	5,923.29	3,991.78

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
Commonwealth Bank	A-1+	CASH	GENERAL	Monthly	31/05/2025	31/05/2025	0.0000	1,000,000.00	1,000,000.00	-	-
<b>TOTALS</b>								<b>22,250,000.00</b>	<b>22,250,000.00</b>	<b>267,706.58</b>	<b>73,641.64</b>



## Portfolio by Asset as at 31/05/2025

### Asset Type: CASH

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
Commonwealth Bank	A-1+	CASH	GENERAL	Monthly	31/05/2025	31/05/2025	0.0000	1,000,000.00	1,000,000.00	-	-
<b>CASH SUBTOTALS</b>								<b>1,000,000.00</b>	<b>1,000,000.00</b>	<b>-</b>	<b>-</b>

### 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	03/02/2025	03/06/2025	4.7400	2,000,000.00	2,000,000.00	30,647.67	8,051.51
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/12/2024	12/06/2025	5.0500	500,000.00	500,000.00	11,829.45	2,144.52
NAB	A-1+	TD	GENERAL	At Maturity	18/03/2025	18/06/2025	4.7500	2,000,000.00	2,000,000.00	19,520.55	8,068.49
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	09/12/2024	09/07/2025	5.0800	1,000,000.00	1,000,000.00	24,216.99	4,314.52
NAB	A-1+	TD	GENERAL	At Maturity	14/03/2025	17/07/2025	4.7000	1,000,000.00	1,000,000.00	10,172.60	3,991.78
NAB	A-1+	TD	GENERAL	At Maturity	06/03/2025	06/08/2025	4.7000	1,000,000.00	1,000,000.00	11,202.74	3,991.78
NAB	A-1+	TD	GENERAL	At Maturity	28/05/2025	20/08/2025	4.3000	1,000,000.00	1,000,000.00	471.23	471.23
NAB	A-1+	TD	GENERAL	At Maturity	28/03/2025	28/08/2025	4.7500	2,000,000.00	2,000,000.00	16,917.81	8,068.49
BOQ	A-2	TD	GENERAL	At Maturity	02/12/2024	02/09/2025	5.0500	1,000,000.00	1,000,000.00	25,042.47	4,289.04
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/05/2025	11/09/2025	4.3400	2,000,000.00	2,000,000.00	4,756.16	4,756.16
NAB	A-1+	TD	GENERAL	At Maturity	29/05/2025	29/09/2025	4.2500	1,500,000.00	1,500,000.00	523.97	523.97



Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
AMP Bank	A-2	TD	GENERAL	At Maturity	07/04/2025	07/10/2025	4.5000	1,000,000.00	1,000,000.00	6,780.82	3,821.92
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2024	24/10/2025	5.1000	1,000,000.00	1,000,000.00	30,739.73	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	30,003.29	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	29,145.48	4,323.01
Unity Bank	Unrated	TD	GENERAL	At Maturity	18/11/2024	18/11/2025	5.0000	250,000.00	250,000.00	6,678.08	1,061.64
<b>TD SUBTOTALS</b>								<b>19,250,000.00</b>	<b>19,250,000.00</b>	<b>258,649.04</b>	<b>66,515.62</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	4.4000	1,000,000.00	1,000,000.00	3,134.25	3,134.25
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	16/01/2025	17/01/2028	4.7000	1,000,000.00	1,000,000.00	5,923.29	3,991.78
<b>FRTD SUBTOTALS</b>								<b>2,000,000.00</b>	<b>2,000,000.00</b>	<b>9,057.53</b>	<b>7,126.03</b>

**Portfolio by Asset Totals** as at 31/05/2025

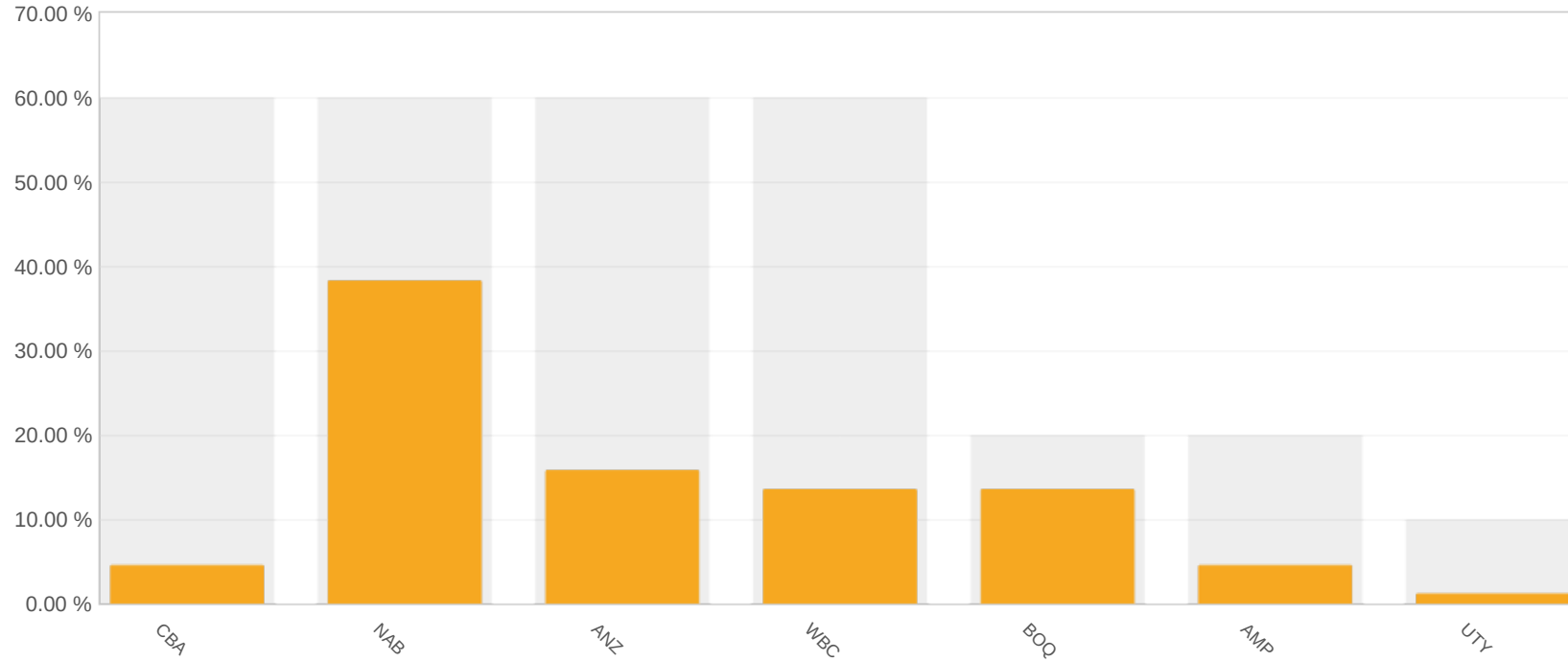
Type	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
CASH	1,000,000.00	1,000,000.00	-	-
TD	19,250,000.00	19,250,000.00	258,649.04	66,515.62
FRTD	2,000,000.00	2,000,000.00	9,057.53	7,126.03
<b>TOTALS</b>	<b>22,250,000.00</b>	<b>22,250,000.00</b>	<b>267,706.58</b>	<b>73,641.64</b>

## Counterparty Compliance as at 31/05/2025

### Short Term Investments

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✓	Commonwealth Bank	Short	A-1+	1,000,000.00	4.49	60.00	-	12,350,000.00
✓	NAB	Short	A-1+	8,500,000.00	38.20	60.00	-	4,850,000.00
✓	ANZ Bank	Short	A-1+	3,500,000.00	15.73	60.00	-	9,850,000.00
✓	Westpac	Short	A-1+	3,000,000.00	13.48	60.00	-	10,350,000.00
✓	BOQ	Short	A-2	3,000,000.00	13.48	20.00	-	1,450,000.00
✓	AMP Bank	Short	A-2	1,000,000.00	4.49	20.00	-	3,450,000.00
✓	Unity Bank	Short	Unrated	250,000.00	1.12	10.00	-	1,975,000.00
<b>TOTALS</b>				<b>20,250,000.00</b>	<b>91.01</b>			

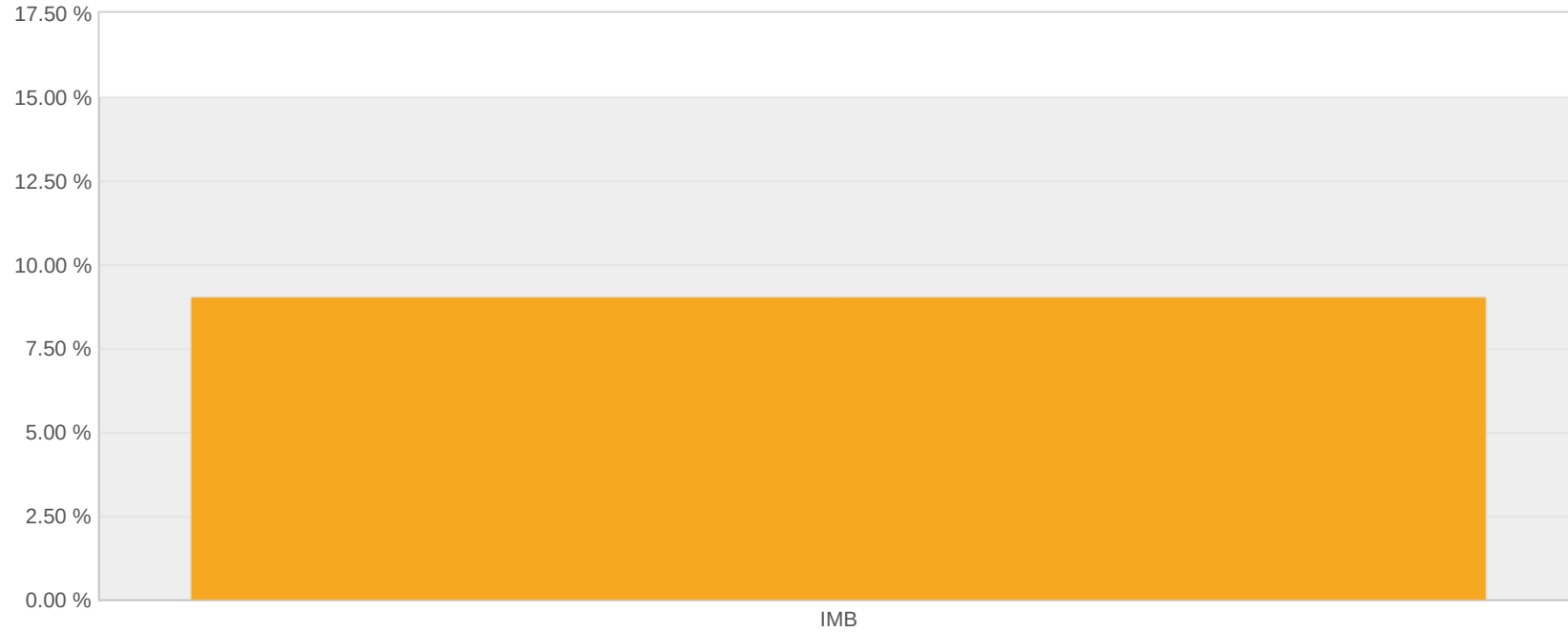
**Counterparty Compliance - Short Term Investments**



**Long Term Investments**

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✓	IMB Bank	Long	BBB+	2,000,000.00	8.99	15.00	-	1,337,500.00
<b>TOTALS</b>				<b>2,000,000.00</b>	<b>8.99</b>			

**Counterparty Compliance - Long Term Investments**

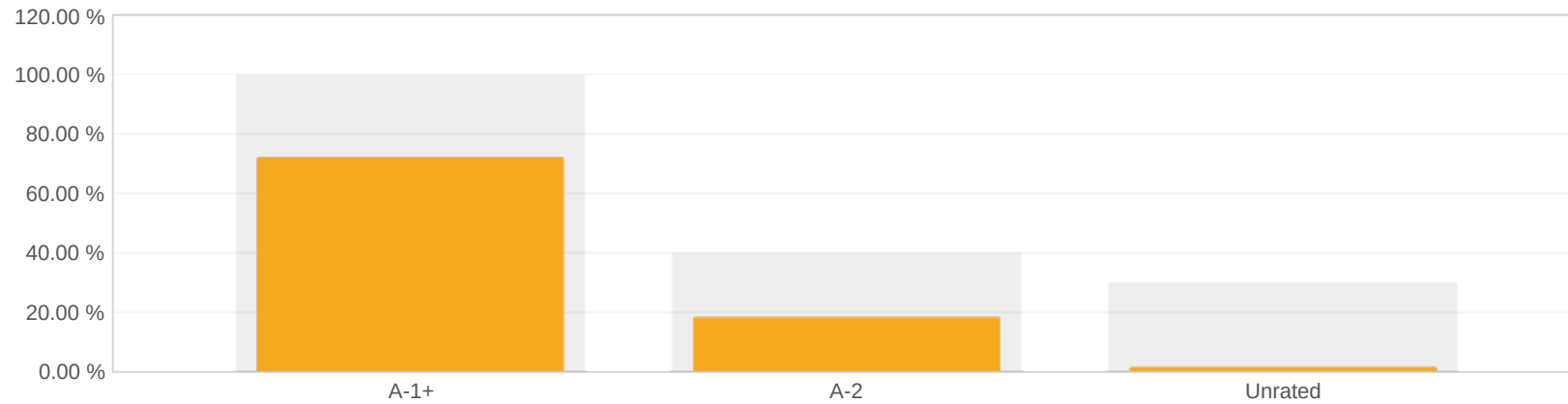


### Credit Quality Compliance as at 31/05/2025

#### Short Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✓	A-1+	16,000,000.00	71.91	100.00	6,250,000.00
✓	A-2	4,000,000.00	17.98	40.00	4,900,000.00
✓	Unrated	250,000.00	1.12	30.00	6,425,000.00
<b>TOTALS</b>		<b>20,250,000.00</b>	<b>91.01</b>		

#### Credit Quality Compliance - Short Term Investments

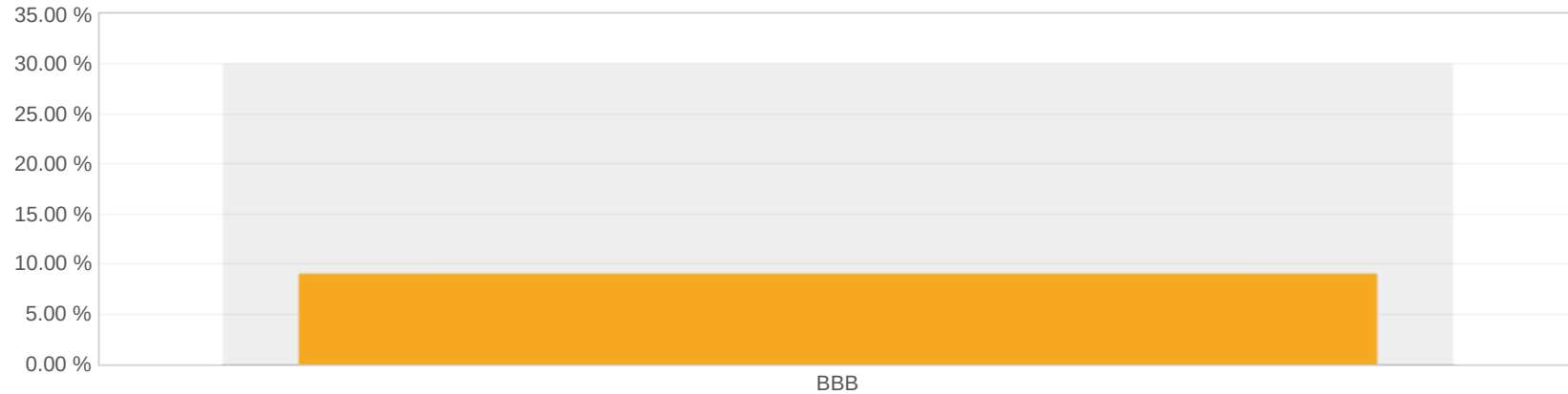




**Long Term Investments**

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✔	BBB	2,000,000.00	8.99	30.00	4,675,000.00
<b>TOTALS</b>		<b>2,000,000.00</b>	<b>8.99</b>		

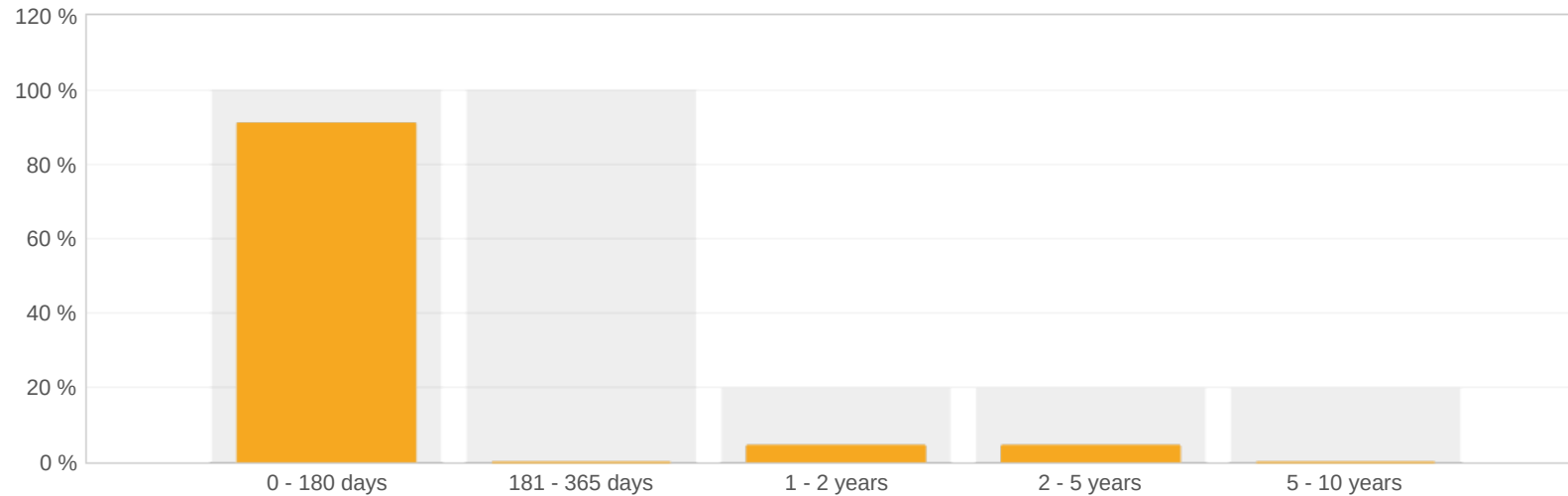
**Credit Quality Compliance - Long Term Investments**



**Maturity Compliance** as at 31/05/2025

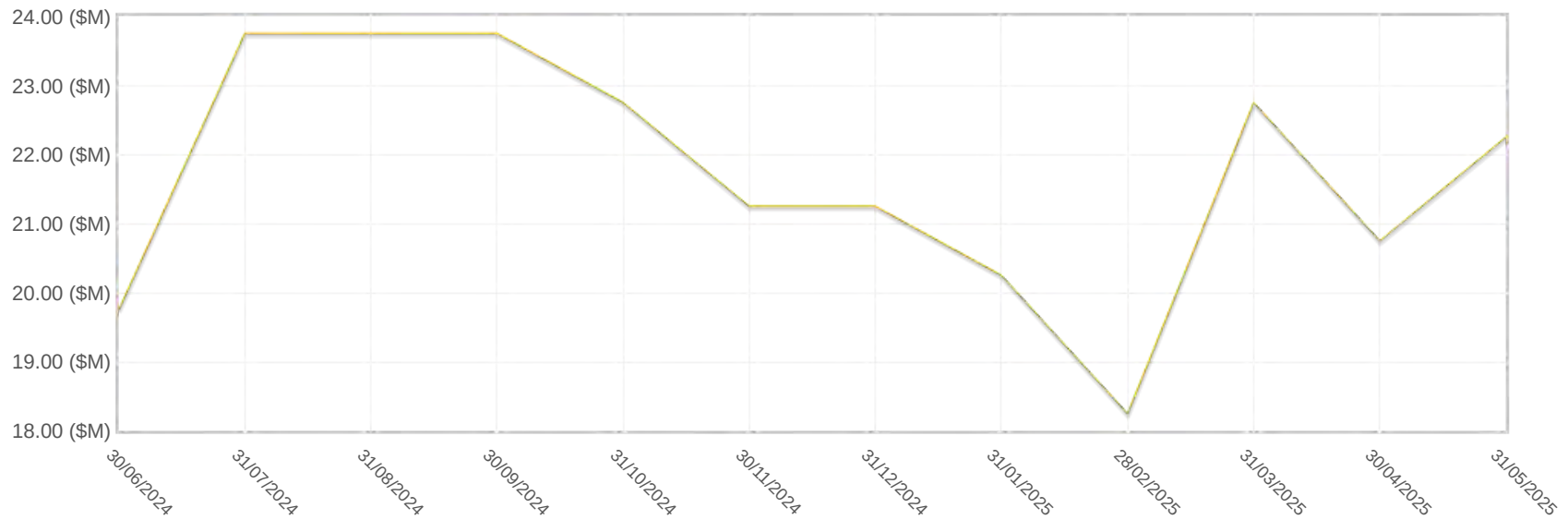
Compliant	Term	Invested (\$)	Invested (%)	Min Limit (%)	Max Limit (%)	Available (\$)
✓	0 - 180 days	20,250,000.00	91.01	0.00	100.00	2,000,000.00
✓	181 - 365 days	-	0.00	0.00	100.00	22,250,000.00
✓	1 - 2 years	1,000,000.00	4.49	0.00	20.00	3,450,000.00
✓	2 - 5 years	1,000,000.00	4.49	0.00	20.00	3,450,000.00
✓	5 - 10 years	-	0.00	0.00	20.00	4,450,000.00
<b>TOTALS</b>		<b>22,250,000.00</b>	<b>100.00</b>			

**Maturity Compliance**



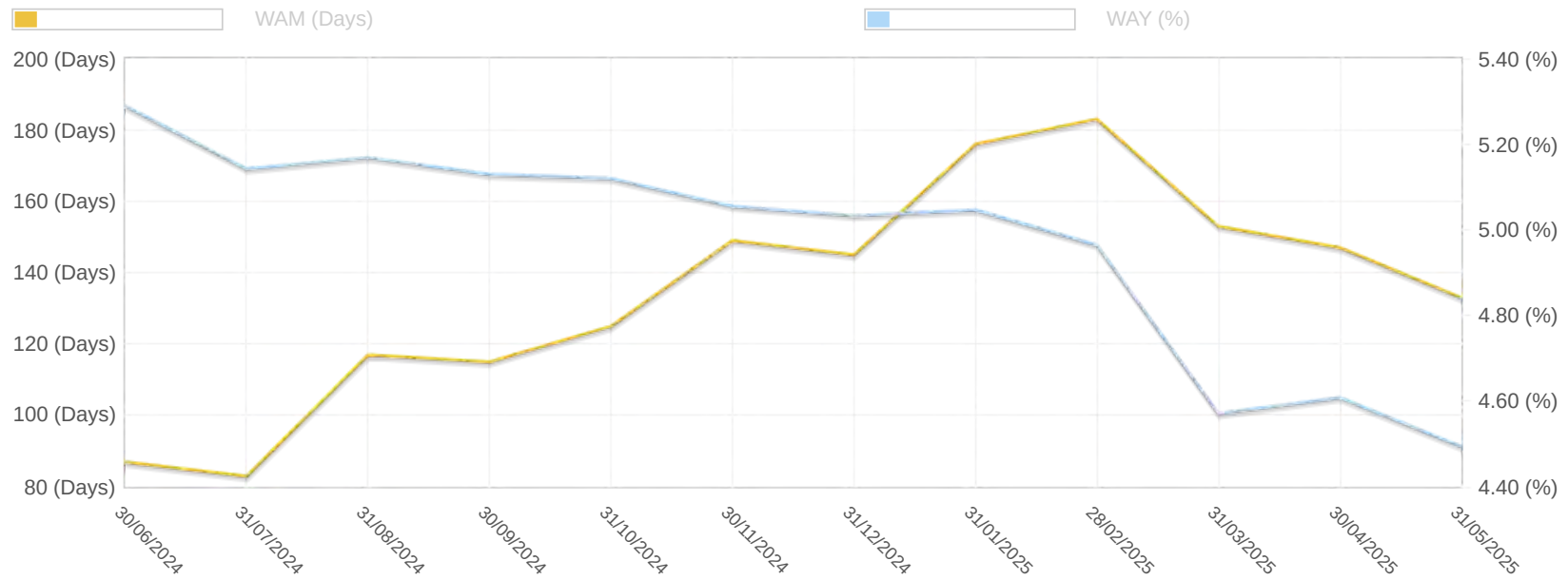
**Historical Portfolio Balances** as at 31/05/2025

30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024	31/01/2025	28/02/2025	31/03/2025	30/04/2025	31/05/2025
19.75	23.75	23.75	23.75	22.75	21.25	21.25	20.25	18.25	22.75	20.75	22.25



**Historical Ratios** as at 31/05/2025

	30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024	31/01/2025	28/02/2025	31/03/2025	30/04/2025	31/05/2025
WAM (Days)	87	83	117	115	125	149	145	176	183	153	147	133
WAY (%)	5.2897	5.1424	5.1689	5.1293	5.1201	5.0553	5.0332	5.0467	4.9647	4.5716	4.6089	4.4944



**10.13 RATES AND CHARGES COLLECTIONS - MAY 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 May 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.

	31 May 2025	31 May 2024
Rates and Charges	\$1,626,370.04	\$2,154,130.90
Water Consumption	\$ 882,489.76	\$ 505,364.55
<b>Total</b>	<b>\$2,508,859.80</b>	<b>\$2,659,495.45</b>

**COMMENTARY**

**Rates and Charges**

	31 May 2025	31 May 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	\$8,657,553.26	\$8,044,495.68
Pension Concession	-\$ 102,038.44	-\$ 104,149.86
Amounts collected as at 31 May 2025	-\$8,360,732.57	-\$6,960,018.84
<b>Total Rates and Charges to be Collected</b>	<b>\$1,626,370.04</b>	<b>\$2,154,130.90</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 31 May 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 \$102,038.44; reducing the amount of income derived

from these rates and charges. Of this concession, Council’s contribution is 45%, which represents an amount of \$45,917.29.

The rates and charges as of 31 May 2025 represent 16.12% of the total annual rates and charges levied and outstanding (compared with 23.37% on 31 May 2024).

**Water Consumption Charges**

	31 May 2025	31 May 2024
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	\$1,024,939.39	\$1,149,278.52
June 2024 Adjustments		
Amounts collected as at 31 May 2025	-\$ 764,309.98	-\$1,036,937.82
<b>Total Water Consumption Charges to be Collected</b>	<b>\$ 882,489.76</b>	<b>\$ 505,364.55</b>

The water consumption charges as of 31 May 2025 represents 53.59% of the total water consumption charges outstanding (compared to 32.77% on 31 May 2024). Council will note the main variation between the two financial years is directly associated with the timing in generation of the water consumption charges, i.e. for this financial year being the 2024/25 financial year, at the time of writing this report Council generated combined 1, 2 and 3 quarter user pays water accounts on 14 May 2025.

**Debt Recovery Agency**

During May 2025 Council staff have continued to liaise with Council’s debt recovery agency with a view to continuing Council’s process outlined within Council adopted Debt recovery policy. These actions have contributed to the improvement in the collections of monies owed to Council.

**(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 of 31 May 2025 represent 16.12% of the total annual rates and charges levied and outstanding from previous years by Council (compared with 23.37% on 31 May 2024).

The water consumption charges as of 31 May 2025 represent 53.59% of the total water consumption charges outstanding from previous years (compared to 32.77% on 31 May 2024).

**RECOMMENDATION**

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

**10.14 ADOPTION OF OPERATIONAL PLAN 2025-26**

- File Number:** C8
- Author:** Deborah Tatton, Manager Finance & Procurement
- Authoriser:** Bruce Quarmby, Acting General Manager
- Annexures:**
1. **2025-2026 Coonamble Shire Council Operational Plan (under separate cover)** 
  2. **2025-2026 Coonamble Shire Fees & Charges (under separate cover)** 

**PURPOSE**

The purpose of this report is for Council's consideration to adopt the Coonamble Shire Council 2025-26 Operational Plan and Budget and to make and levy rates and charges for the 2025-26 financial year. The Operational Plan has been provided under separate cover to this report.

**EXECUTIVE SUMMARY**

In accordance with Council resolution 2025/130, Council's draft Operational Plan 2025-2026 was placed on public exhibition for the required 28 days, from Thursday, 15 May 2025 until close of business on Monday 16 June 2025 with the period for submissions closing on 16 June 2025.

Further, community consultation meetings were held in Gulargambone, Coonamble and Quambone throughout the Public Exhibition period to allow for community consultation of the Plan and proposed Revenue Policy.

At the time of the writing of this report zero (0) submissions have been received from the public. Should any further submissions be received prior to the closing date, being Monday 16 June 2025, they will be forwarded to Councillors by email and considered in conjunction with this report at the meeting.

**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 10-year Community Strategic Plan.

The *Local Government Act 1993* (NSW) states the following in **Section 405** with regards to the **Operational Plan**:

- 1) *A council must have a plan (its "operational plan") that is adopted before the beginning of each year and details the activities to be engaged in by the council during the year as part of the delivery program covering that year.*
- 2) *An operational plan must include a statement of the council's revenue policy for the year covered by the operational plan. The statement of revenue policy must include the statements and particulars required by the regulations.*
- 3) *A council must prepare a draft operational plan and give public notice of the draft indicating that submissions may be made to the council at any time during the period (not less than 28 days) that the draft is to be on public exhibition. The council must publicly exhibit the draft operational plan in accordance with the notice.*



4) *During the period of public exhibition, the council must have for inspection at its office (and at such other places as it may determine) a map that shows those parts of its area to which each category and sub-category of the ordinary rate and each special rate included in the draft operational plan applies.*

5) *In deciding on the final operational plan to be adopted, a council must consider any submissions that have been made concerning the draft plan.*

6) *The council must post a copy of its operational plan on the council's website within 28 days after the plan is adopted.*

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

The information contained in this report is focused on presenting the new Operation Plan 2025-26 which forms part of the newly developed Community Strategic Plan and Delivery Plan. This report recommends the acceptance of the Operational Plan 2025-26 as tabled for Council's consideration.

**(b) Financial Considerations**

The Operational Plan 2025-26 contains Council's Operational and Capital budgets for the upcoming financial year.

**COMMENTARY**

The Operational Plan consists of a "written part" where strategies and actions have been developed for the 2025-2026 financial year to achieve the goals and objectives that have been identified in the Delivery Program and Community Strategic Plan 2025-2035 and the Delivery Programme.

The "financial part" of the Operational Plan provides for the financial resources to enable Council to implement the strategies and actions as set out in the Operational Plan for 2025-2026.

Overall, the actions presented in the draft 2025-2026 Operational Plan have been refined and updated from Council's adopted 2024-2025 Operational Plan. For Council's information the Operational Plan 2025-2026 action items are grouped under the five pillars; Our Community; Our Economy; Our Assets; Our Country; and Our Leadership.

Turning Council's attention to the financial section of the Operational Plan, being the Operational Budget. The 2025-26 Budget as presented to Council is broken down into two major components; the first being the Operational Budget, which deals with the day-to-day operations of the Council.

The other component as presented is the Non-Operational component; this section covers Council's Capital Works Budget and other transactions that affect its financial position (Balance Sheet). Council will note that the Budget is made up of the following:

• Operational Revenue of	\$32,717,503
• Operational Expenditure of	\$32,702,381
• Capital Expenditure of	\$40,036,704
• Loan Repayments (Principal)	\$ 51,327

The 2025-26 Budget as presented, shows Council with an operational surplus of \$15,122. This consolidated surplus is made up of a deficit result for Council's General Fund of (\$600,935) with surplus in Council's Water Fund \$214,664 and the Sewer Fund of \$401,394.

The expected deficit result in the General Fund is made up of several factors which have influenced this result, including an increase in insurance premiums, the legislated requirement of Council to have an Internal Audit function, coupled with the assumption of a 4.7% increase in Council general rates income and the reduction in the projected level of operational grants that Council will receive in the 2025-26 financial year.

Council's Non-Operational (Capital) expenditure budget of \$40,036,704 can be broken down into the following classes:

- Information Technology \$ 144,850
- Cemetery \$ 78,600
- Environment \$ 1,210,000
- Public Order and Safety \$ 15,000
- Housing Development \$ 610,140
- Plant Acquisitions \$ 1,496,061
- Council Buildings & Other Structures \$ 817,512
- Sport and Recreation \$ 240,500
- Coonamble Aerodrome \$ 417,300
- Quarry Upgrades \$ 500,000
- Transport and Communication \$ 26,701,065
- Ancillary Road Facilities \$ 275,000
- Economic Services \$ 3,067,690
- Water Supply \$ 1,196,250
- Sewer Supply \$ 868,000
- Transfers from Reserves \$ 2,398,736

In preparing the 2025-26 Budget to base the predicted levels of income and expenditure required a range of core financial assumptions. These assumptions are based on prior results and staff research. Dealing first with Council's Income streams the following assumptions were used:

- The full rate peg increase of 4.7% has been applied to Council's General Rate Revenue.
- Based on the current pricing structures and associated system costs, Council's Water Access Charges and User Charges have been increased as follows in line with Long Term Financial Plan:

	<u>Access Charge</u>	<u>User Charge</u>
Coonamble	10% increase	10% increase
Gulargambone	5% increase	5% increase

Quambone

5% increase

5% increase

- Based on the current pricing structure and associated system costs, Council's Sewer Access Charges for Coonamble have been increased by seven (7) percent, whilst the Sewer Access Charge for Gulargambone have not been increased. Council will note, that under this pricing structure for the standard Sewer Access charges for Coonamble and Gulargambone will be the annual fee of \$890.
- Due to the required changes to Council's Solid Waste Management Practices and the subsequent increased costs to Council for the provision of these services, Council has been required to increase the income generated by these charges.
- The Income from Financial Assistance Grants has been budgeted to increase by two percent (2.5%).
- The income from interest earned on Council's investments has been modelled on an average interest rate of 4.58% for the 2025-26 financial year with an average amount of \$25 million invested in compliance with the Investment Policy.

The following core assumptions were used in estimating Council's Expenditure streams:

- Insurance Premium expenses were increased by 8%.
- Electricity expenses were increased by 15%.
- Unless a specific adjustment was requested, expenditure votes were increased, on average by four (4) percent on the projected 2024-25 expenditure.
- As per the Local Government (State) Award 2023, wages increased by 3% plus one-off bonus of \$1000 to entitled employees.
- Superannuation Guarantee Contributions increased to 12% with total employment related oncosts calculated at 48%.
- In accordance with the relevant accounting standards, Council's depreciation expenses have been budgeted for utilising the most up to date financial information.

In working through the budgeting process to achieve a positive operational result, several potentially significant issues were identified by management. The two major issues identified by management were Council's continued "dependence" on grant funding coupled with the impact that changes to Council's levels of depreciation expenditure, once recognised, could have on the operational result.

Dealing first with the issue of grant funding, whilst it is indeed a positive for Council to be able to attract significant levels of grant funding to fund both operational and capital works, it also has the capacity to "divert" Council's attention away from certain financial and operational issues. In addressing the core "hidden" financial issue, whilst the income received from grant funds may allow Council to achieve a balanced or surplus result it has the effect of negatively impacting on Council's own source operating revenue ratio. This ratio is a measure of Council's fiscal flexibility, in

essence the lower this ratio is for Council, the more dependant Council is becoming on securing external funding in the form of grants to fund its operations.

In relation to the potentially “hidden” operational issues caused by an increased reliance on grant funding, the main area of concern identified is its possible impact on the planning and allocation of Council resources. This occurs when Council must juggle its own workplans and priorities to ensure that the grant funded projects are completed on time and in accordance with the funding agreements. This is made especially more difficult for Council staff to achieve when there is a delay in the announcement and finalisation of grant funding agreements. Council then runs the risk as being perceived by its local constituents as not being responsive to the local needs, as often its own works programs and projects may be placed on the back burner to allow completion of the grant funded works.

The other significant issue identified by management was the impact that changes to the level of depreciation expenditure, as recognised by Council, has on the budgeted operational result. Given that, as per the tabled 2025-26 Operational Budget, depreciation expenditure currently accounts for 22% of Council’s total budgeted expenditure, due care and consideration needs to be given to decisions that may impact on the overall level of depreciation expenditure incurred by Council.

Typically, these decisions relate to either the acquisition, renewal, or disposal of Council Assets. As such, the importance of taking into consideration a whole-life costing approach when dealing with Council assets cannot be understated, as decisions such as these not only affect Council’s current, but future financial performance.

#### Council’s Revenue Policy:

Council proposes to continue to levy ordinary rates using a structure comprising a minimum amount to which an ad valorem component is added. The full annual rate pegging increase of 4.7%, as advised to Council, has been applied for the purpose of these calculations. Other significant changes to the revenue policy are as follows:

- The Water Access charges for Coonamble have been increased by 10 percent on the base access fee.
- The Water Access charges for Gulargambone and Quambone have been increased by 5 percent on the base access fee.
- The Sewer Access charges for Coonamble have been increased by 7 percent.
- The Sewer Access charges for Gulargambone have been increased by 0 percent.
- The Water Usage charges for Coonamble have been increased by 10 percent, whilst Gulargambone and Quambone Water Usage charges have been increased by 5 percent. These increases in charges are based on the current pricing structure and associated system costs for the provision of this service to ratepayers, for the respective systems.
- The Domestic Waste Management charges for Coonamble, Quambone and Gulargambone have been increased by 20 percent for all services.
- The Rural waste management charge of \$45.00 per assessment for applicable land outside the collection area has not been increased.

**Community Consultation:**

As well as posting the 2025-26 draft Operational Plan and budget on Council’s website and having a hard copy available in the Coonamble Library and Main Office, Council staff again hosted three (3) community briefings on the draft Operational Plan and budget. These sessions were held in Coonamble, Gulargambone and Quambone and were actively advertised prior to the sessions being held.

At the time of writing this report, zero (0) formal submissions have been received. Should any further submissions be received prior to the closing date, being Monday 16 June 2025, they will be forwarded to Councillors by email and considered in conjunction with this report at the meeting.

Minor amendments have been made to the Fees and Charges Schedule due to additional consultation and informal feedback from the community around the waste charges. These changes have provided further clarity for the charges for particular items when being disposed of at the waste facilities. These are summarised below.

<b>New Charge</b>	<b>Amount</b>	<b>Commentary</b>
Heavy Duty Commercial Tarpaulins	\$75.00 each	Council has experienced an increase in the disposal of these items. As they cannot be recycled, they will end up in landfill and require additional processing to breakdown.
Motor Vehicle Batteries	\$10 each	These items do not fall under the CRC category.
Wood Timber Pallets, Bricks, Pavers or Tiles	\$25 per cubic meter	Previously grouped under “Unsorted domestic waste not elsewhere listed”. This has been separated to provide clarity.
Solar Panels	\$25 per cubic meter	Previously grouped under “Unsorted domestic waste not elsewhere listed”. This has been separated to provide clarity.
Bitumen and Concrete Road Waste	\$70 per cubic meter	Previously grouped under “Other building and demolition waste”. This has been separated to provide clarity.
Artificial Grass – Sorted	\$50 per cubic meter	Previously grouped under “Masonry Building and Demolition Waste”. This has been separated to provide clarity.
Artificial Grass – Unsorted	\$70 per cubic meter	Previously grouped under “Other building and demolition waste”. This has been separated to provide clarity.
Rag and Grit Waste	\$120 per cubic meter	New fee

Council is also in the final stages of providing asbestos disposal facilities. Charges for this service will be on a quote basis and by appointment due to the high risk involved in this facility.

**(a) Governance/Policy Implications**

The Operational Plan 2025-26 action items were prepared in line with the Integrated Planning and Reporting Framework Guidelines (2021) and the Integrated Planning and Reporting Framework Handbook (2021).

**(b) Legal Implications**

Local Councils within the State of NSW have no option other than to comply with the IP&R requirements, as it is a legislative requirement.

**(c) Social Implications**

The suite of IP&R plans and the annexed Operational Plan 2025-26 action items communicates to the community the actions which Council set out to achieve in 2025-26 and the measures for each actions' progress will be assessed against.

**(d) Environmental Implications**

There are environmental related action items included within the Operational Plan 2025-26 which are outlined in the 'Our Environment' section.

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

There are economic and asset management related action items included within the Operational Plan 2025-26 and these can be found in the 'Our Economy' and 'Our Infrastructure' sections.

**(f) Risk Implications**

Council has a responsibility to its community to produce an Operational Plan 2025-26 and to ensure Council themselves are aware and understand the actions and measures. Failure to produce and note the Operational Plan 2025-26 would risk compliance with the OLG's IP&R requirements, and a failure to meet its commitment made to its community to deliver the overarching CSP and DP.

**CONCLUSION**

Council's 2025-26 Operational Plan provides a direct link to the three (3) year Delivery Program and, in turn, the Community Strategic Plan. The Program is set out in the five (5) key areas of Our People, Our Infrastructure, Our Economy, Our Environment, Our Leadership, each area with a series of objectives, goals, strategic and specific actions along with performance measures.

The 2025-26 Budget as tabled shows a slight consolidated operating surplus of \$15,122. Whilst the predicted Budget result is a slight surplus, it should be noted that several factors have influenced this result, including the legislated requirement of Council to have an Internal Audit function as well as an expected decrease in the Grant funding to be received.

In conclusion, it is recommended that as the public exhibition period has been completed and the submissions received considered, that Council review and adopt the Operational Plan 2025-26.

## RECOMMENDATION

1. That Council notes the information contained in this report.
2. That the expenditure amounts set out in the 2025-26 draft Operational Plan and Budget as exhibited and attached to the Business Paper as part of Annexure 1 relating to this report, be confirmed and voted for the carrying out of the various works and services of the Council for the 2025-26 financial year.
3. That the 2025-26 draft Operational Plan and Budget, as exhibited in accordance with the provisions of Section 405 of the Local Government Act 1993 and attached to the Business Paper as part of Annexure 1 relating to this report, be adopted by Council as the 2025-26 Operational Plan.
4. That, in accordance with the provisions of Section 535 of the *Local Government Act 1993* (NSW), Council makes, fixes, and levies the Rates and Charges for the 2025-26 financial year for the following rating categories:
5. Residential – Coonamble:

A Residential – Coonamble rate of 1.5505 cents in the dollar on the current land values of all rateable land in the town of Coonamble, with a minimum rate of \$570.00 per annum;

A Residential – Coonamble rate of 1.5505 cents in the dollar on the current land values of all rateable land in the town of Coonamble, with a minimum rate of \$570.00 per annum:

### Residential – Gulargambone:

A Residential – Gulargambone rate of 1.088 cents in the dollar on the current land values of all rateable land in the town of Coonamble, with a minimum rate of \$570.00 per annum;

### Residential – Village:

A Residential – Village rate of 1.377 cents in the dollar on the current land values of all rateable land in the village of Quambone, with a minimum rate of \$560.00 per annum:

### Farmland:

A Farmland rate of 0.25070 cents in the dollar on the current land values of all rateable land in the Local

**Government Area being farmland, with a minimum rate of \$455.00 per annum;**

**Small Rural Holdings:**

**A Small Rural Holding rate of 0.78060 cents in the dollar on the current land values of all rateable land in the Local Government Area being small rural holdings, with a minimum rate of \$590.00 per annum;**

**Rural Residential:**

**A Rural Residential rate of 0.634 cents in the dollar on the current land values of all rateable land in the Local Government Area being rural residential, with a minimum rate of \$560.00 per annum;**

**Business:**

**A Business rate of 2.1250 cents in the dollar on the current land values of all rateable land in the Local Government Area being Business, with a minimum rate of \$620.00 per annum.**

- 6. That the Schedule of Fees and Charges, exhibited as part of Council’s draft 2025-26 Operational Plan and attached to this paper be made, fixed and charged for the 2025-2026 financial year.**
- 7. That Council makes, fixes, and levies the following charges in accordance with the provisions of Section 552 and Section 501(1) and Section 502 of the *Local Government Act 1993* on such land which water is connected or able to be connected to for the year ending June 2065:**

<b>Town/Village</b>	<b>Access Charge (\$) 20mm</b>	<b>Usage Charge – 1st Tier (c/kl)</b>	<b>2nd Tier Pricing Limit (kl)</b>	<b>Usage Charge 2nd Tier (c/kl)</b>
<b>Coonamble</b>	<b>460</b>	<b>170</b>	<b>450</b>	<b>200</b>
<b>Gulargambone</b>	<b>540</b>	<b>130</b>	<b>450</b>	<b>200</b>
<b>Quambone</b>	<b>540</b>	<b>160</b>	<b>430</b>	<b>260</b>



The Access Charges as above are for 20mm services, the charges below allow for the size of the water meters as required by best practice pricing. The resulting charges are shown in the table following:

Item	Coonamble (\$)	Gulargambone (\$)	Quambone (\$)
Access charge (20mm meter)	460	540	540
Access charge (25mm meter)	720	850	850
Access charge (40mm meter)	1,840	2,160	2,160
Access charge (50mm meter)	2,875	3,375	3,375
Access charge (75mm meter)	6,468	7,590	7,590
Access charge (100mm meter)	11,500	13,500	13,500

8. That Council makes, fixes and levies the following charges in accordance with the provisions of Section 501(1), Section 502 and Section 552 of the Local Government Act 1993 on such land which sewer is connected or able to be connected to for the year ended June 2026.

#### Residential Sewerage – Coonamble

Sewerage availability charge of \$890.00 per annum per assessment.

#### Residential Sewerage – Gulargambone

Sewerage availability charge of \$890.00 per annum per assessment.

#### Sewerage – Coonamble Flats

Sewerage availability charge of \$690.00 per annum per unit.

#### Sewerage – Gulargambone Flats

Sewerage availability charge of \$810.00 per annum per unit.

#### Non-residential Sewerage - Coonamble

Sewer charge for Non-residential Sewerage – Coonamble is not less than a minimum charge of \$890.00 per annum per

**assessment. Non-residential services are also subject to sewer discharge factor (usage charge) related to water consumption. The treatment charge to be applied is 410 cents per kilolitre.**

**Non-residential Sewerage - Gulargambone**

**Sewer charge for Non-residential Sewerage – Gulargambone is not less than a minimum charge of \$890.00 per annum per assessment. Non-residential services are also subject to sewer discharge factor (usage charge) related to water consumption. The treatment charge to be applied is 410 cents per kilolitre.**


- 9. That Council makes, fixes and levies the following charges in accordance with the provisions of Section 496, Section 501 and Section 502 of the Local Government Act 1993 for the Waste Collection Services (with the understanding that one (1) Waste Collection Service entitles a property owner to a 240-litre weekly garbage service per assessment – unless otherwise indicated):**

<b>Particulars</b>	<b>2025-26 Charge per annum (\$)</b>
<b>Domestic – Coonamble Occupied</b>	<b>550.00</b>
<b>Domestic Coonamble – additional Service (per additional service)</b>	<b>310.00</b>
<b>Commercial – Coonamble Occupied</b>	<b>550.00</b>
<b>Commercial Coonamble – additional Service (per additional service)</b>	<b>310.00</b>
<b>Commercial Coonamble – Coonamble Occupied (Biweekly service) per service</b>	<b>860.00</b>
<b>Domestic – Gulargambone Occupied</b>	<b>550.00</b>
<b>Domestic Gulargambone – additional Service (per additional service)</b>	<b>310.00</b>
<b>Commercial – Gulargambone Occupied</b>	<b>550.00</b>
<b>Commercial Gulargambone – additional Service (per additional service)</b>	<b>310.00</b>
<b>Domestic – Quambone Occupied</b>	<b>550.00</b>

<b>Domestic Quambone – additional Service (per additional service)</b>	<b>310.00</b>
<b>Commercial – Quambone Occupied</b>	<b>550.00</b>
<b>Commercial Quambone – additional Service (per additional service)</b>	<b>310.00</b>
<b>Coonamble/Vacant Land – within scavenging area</b>	<b>110.00</b>
<b>Gulargambone/ Vacant Land – within scavenging area</b>	<b>110.00</b>
<b>Quambone/Vacant Land – within scavenging area</b>	<b>110.00</b>
<b>Rural Waste Charge – Land outside collection area (Local Government Act 1993 – Section 501)</b>	<b>45.00</b>

- 10. That Council, in accordance with the provisions of Section 566(3) of the *Local Government Act 1993*, determines that the extra interest charges on overdue rates and charges will be levied at the maximum rate allowable and as advised by the Office of Local Government on a daily simple interest basis for the financial year ending 30 June 2026. The rate interest payable on overdue rates and charges for the 2025-26 financial year will be 10.5% per annum.**

## 10.15 APPLICATIONS FOR FINANCIAL ASSISTANCE UNDER COUNCIL'S DONATIONS POLICY

**File Number:** D7  
**Author:** Bruce Quarmby, Director Corporate Services  
**Authoriser:** Bruce Quarmby, Director Corporate Services  
**Annexures:** 1. Draft Donations Committee Minutes [↓](#) 

### PURPOSE

The purpose of this report is to table to for Council's consideration and adoption of the recommendations from the recently convened Donations Committee meeting held the 30 May 2025.

### BACKGROUND

Council adopted a Donations Policy in March 2025 to provide the opportunity for local organisations / charities to apply for financial assistance under a fair and equitable process for projects considered to benefit the community.

Applications are invited three (3) times throughout the year, with the Donations Committee meeting and assessing valid applications received. From this meeting the recommendation and the minutes are then tabled to the following Council meeting for considerations and adoption.

The Donations Policy sets out guidelines to be followed and includes an acquittal form to be completed by each recipient of funding prior to 30 June in which the funds are granted.

For Council's information seven (7) valid applications totalling a value of \$24,157.11, were received and considered by the Donations committee in this the final round for the 2024/2025 financial year.

A copy of the draft minutes from this meeting are attached as an annexure to this report for Council's information.

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

L1.4.4 Governance is open and transparent

#### (b) Financial Considerations

An amount of \$76,100.00 has been included in the donations vote for the 2024/2025 financial year. Taking into consideration the financial assistance which has already been provided throughout the current financial year the current remaining budget for Council to fund any assistance from is as follows:

- Donations Unallocated - \$31,626.00
- Mayoral Donations - \$ 4,750.00

### COMMENTARY

The Donations Committee comprising the Mayor, the Deputy Mayor and Cllr Churchill met on Friday 30 May 2025 to consider the valid applications received under this

round of funding. All relative documentation provided by the applicants was presented to the Donations Committee to enable it to make its determination.

Details of the seven (7) applications received are as follows:

- **Eleanor Bryant Memorial Scholarship Fund** – seeking a \$1,755 contribution towards the cost of hosting an Art Exhibition and Auction at the Coonamble Showground Pavilion. This event would be the inaugural fund-raising event for this newly formed scholarship fund.

In addressing how the outcome benefits the community the application sites that through the funds raised that scholarships will be available to be offered to regional students studying in the allied health and early childhood fields.

For Council's information to enable this application to be considered as a valid application clarification was sought on the lack of supporting financials as the scholarship fund had only recently been formed in February 2025. As part of the subsequent supporting documentation received, a letter of support from the Coonamble District Education Foundation has since been received. This letter provides Council with further details on how the proposed Scholarship Fund will function and operate moving forward.

- **St Barnabas Anglican Parish Coonamble** – seeking a \$2,429.11 contribution / reimbursement of the 2024/25 Coonamble Shire Access charges charged on its three (3) properties.

In addressing how the outcome benefits the community the application sites that the parish is developing the hall building to function as a community hall for the purpose of purpose of healthy and supportive activities.

- **MTMFM Coonamble Community Radio** – have submitted four (4) applications totaling \$9,973.00. In summary these applications are below
  - \$506 contribution towards the replacement of the current phone system.
  - \$267 contribution towards the replacement of three (3) headsets.
  - \$5,000 contribution towards the costs associated with upgrading essential studio equipment.
  - \$4,200 contribution towards the costs of updating the stations IT equipment.

In addressing how the outcome benefits the community the applications sites that they are a community/volunteer organisation that is currently operating with aging equipment, one of which is critical for the organisation to continue broadcasting. If successful with their application, it would not only make the various job of their volunteers easier to perform but also encourage more engagement with the wider community. The applications also mention the

service which the community radio station provides in keeping the wider community informed and connected with local news and events.

- **Coonamble Clay Target Club** – seeking a \$10,000 contribution towards the costs associated with the purchase of a generator to supply power at its current temporary club location and when finalised the new location.

In addressing how the outcome benefits the community the application sites that the purchase of the generator will allow the club to run its monthly and other annual major shoots without being reliant on donations from its committee members and the wider community. Further the application notes that not only will the local shooting members will benefit from the club's ability to hosts these events, but it also sites that these events attract visiting shooters from outside the Coonamble LGA who will contribute to the broader local Coonamble economy.

The Donations Committee discussed and noted that this was the final round of donation applications to be considered during the 2024/2025 financial year and that any funds left unallocated would be "returned" to Council operational result and not carried over to the next financial year.

**(a) Governance/Policy Implications**

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

**(b) Legal Implications**

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

**(c) Social Implications**

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

**(d) Environmental Implications**

There are no environmental implications associated with this report.

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

There are no economic / asset management implications associated with this report.

**(f) Risk Implications**

There are no risk implications associated with this report.

## CONCLUSION

Seven (7) valid applications, as listed earlier in this report were received under the in accordance with Council's Donations Policy, and considered by the Donations

Committee on 30 May 2025 with the following recommendation made by the committee:

i) Eleanor Bryant Memorial Scholarship Fund	\$ 2,000.00
ii) St Barnabas Anglican Parish of Coonamble	\$ 2,000.00
iii) MTMFM Coonamble Community Radio	\$ 5,000.00
iv) Coonamble Clay Target Club	\$10,000.00

## **RECOMMENDATION**

- 1. That Council notes the information in this report.**
- 2. Council resolves to agree to provide financial assistance in accordance with the recommendations from the Donations Committee as follows:**

<b>i) Eleanor Bryant Memorial Scholarship Fund</b>	<b>\$ 2,000.00</b>
<b>ii) St Barnabas Anglican Parish of Coonamble</b>	<b>\$ 2,000.00</b>
<b>iii) MTMFM Coonamble Community Radio</b>	<b>\$ 5,000.00</b>
<b>iv) Coonamble Clay Target Club</b>	<b>\$10,000.00</b>



# **MINUTES**

**Donations Committee Meeting  
Friday, 30 May 2025**



Donations Committee Meeting Minutes

30 May 2025

**MINUTES OF COONAMBLE SHIRE COUNCIL  
DONATIONS COMMITTEE MEETING  
HELD AT THE SHIRE CHAMBER, COONAMBLE  
ON FRIDAY, 30 MAY 2025 AT 2:45 PM**

**PRESENT:** Mayor Daniel Keady, Deputy Mayor Steven Butler, Cr Karen Churchill

**IN ATTENDANCE:** Bruce Quarmby (Director Corporate Services)

**1 OPENING/WELCOME**

The Mayor opened the meeting at 2.45pm.

**2 APOLOGIES**

**MOTION**

**COMMITTEE RESOLUTION**

Moved: Cr Steven Butler  
Seconded: Cr Karen Churchill

**That the apology from General Manager Paul Gallagher be accepted.**

**CARRIED**

**3 MINUTES OF PREVIOUS MEETING**

**COMMITTEE RESOLUTION**

**That the minutes of the Donations Committee Meeting of the Coonamble Shire Council held on Wednesday, 26 February 2020 be confirmed as a correct record of the proceedings of the meeting.**

**CARRIED**

Donations Committee Meeting Minutes

30 May 2025

**4 GENERAL BUSINESS**

**4.1 APPLICATIONS FOR FINANCIAL ASSISTANCE UNDER COUNCIL'S DONATIONS POLICY**

**COMMITTEE RESOLUTION**

1. That Donations Committee receives and notes the information contained within applications for financial assistance report.
2. That Donations committee recommends Council provides the following financial assistance:

- |  |             |
|--|-------------|
| (a) Eleanor Bryant Memorial Scholarship Fund | \$ 2,000.00 |
| (b) St Barnabas Anglican Parish              | \$ 2,000.00 |
| (c) MTMFM Coonamble Community Radio          | \$ 5,000.00 |
| (d) Coonamble Clay Target Club               | \$10,000.00 |

**CARRIED**



**5 CONCLUSION OF THE MEETING**

The Meeting closed at 3.19pm.

The minutes of this meeting were confirmed at the Donations Committee held on 29 August 2025 .

.....  
**CHAIRPERSON**

**10.16 COUNCILLOR FEES 2025-26 - LOCAL GOVERNMENT RENUMERATION****File Number:** Councillors C-13**Author:** Bruce Quarmby, Director Corporate Services**Authoriser:** Bruce Quarmby, Acting General Manager**Annexures:**

1. Council Circular 25-10 - Determination of the Local Government Remuneration Tribunal [↓](#) 
2. Local Government Remuneration Tribunal Annual Report and Determination 2025 (under separate cover) 

**PURPOSE**

The purpose of this report is to inform Council of the determination of the Local Government Remuneration Tribunal regarding Councillor and Mayoral fees for 2025-26, in order for Council to adopt the fees for the 2025-26 financial year.

**BACKGROUND**

Under Section 241 of the *Local Government Act 1993*, the Local Government Remuneration Tribunal is to report to the Minister for Local Government by 1 May each year as to its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

Council has since received advice that Local Government Remuneration Tribunal, has determined an increase of three percent (3.00%) to the Mayoral and Councillor fees for the 2025-26 financial year, with an effective date of 1 July 2025.

For Council's reference a copy of the determination and the circular advising Council of the determination has been attached as annexures to this report.

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

L1.4.4 Governance is open and transparent.

**(b) Financial Considerations**

When preparing the 2025-26 Operational Plan, Councillor and Mayoral fees were budgeted to allow for a three percent (3%) increase in both. As such no additional allocation will be required to fund this increase.

**COMMENTARY**

The Tribunal has determined that there will be a 3.00% increase in the setting of the minimum or maximum Mayoral and Councillor fees for the 2025-26 financial year. The following tables outlines the determination from the Tribunal.

**Councillor/Member Annual Fee (\$) effective 1 July 2025**

Category	Minimum	Maximum
Major Regional City	21,120	36,690
Major Strategic Area	21,120	36,690
Regional Strategic Area	21,120	34,820
Regional Centre	15,830	27,860
Regional Rural	10,530	23,220
Rural Large	10,530	18,890
Rural	10,530	13,930

**Mayor/Chairperson Additional Fee\* (\$) effective 1 July 2025**

Category	Minimum	Maximum
Major Regional City	44,840	114,300
Major Strategic Area	44,840	114,300
Regional Strategic Area	44,840	101,470
Regional Centre	32,940	68,800
Regional Rural	22,420	50,680
Rural Large	16,820	40,530
Rural	11,210	30,390

Council currently pays Councillors an annual fee of \$11,870 with the Mayor receiving an additional annual fee of \$22,520. These fees, as currently adopted, sit within the mid to upper range of fees payable for the Rural Council category, of which Coonamble Shire Council is currently classified.

A 3.00 % increase in these fees, as budgeted for in the 2025-26 Operational Plan, would increase the fees to the following amounts:

- Councillor annual fee of \$12,230.
- Mayoral annual fee of \$23,200, noting the payment of this fee is additional to the Councillor fee.

The increased fees as outlined above will remain in the approved range of fees for the Rural Council category, in which Coonamble Shire Council is currently classified.

**(a) Governance/Policy Implications**

It has been Council's practise in the past to adopt the increase in fees payable as recommended by the Tribunal. In doing so, it has maintained the payment of fees at a midpoint level within the Rural category.

**(b) Legal Implications**

A Council cannot fix a fee higher than the maximum amount determined by the Tribunal. If a Council does not fix a fee, the Council must pay the minimum fee determined by the Tribunal.

**(c) Social Implications**

There are no social implications directly attached to this report.

**(d) Environmental Implications**

There are no environmental implications directly attached to this report.

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

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

**(f) Risk Implications**

There are no risk implications directly attached to this report.

**CONCLUSION**

It has been Council's practise in the past to adopt the increase in fees payable as recommended by the Tribunal. In doing so, it has maintained the payment of fees at a midpoint level within the Rural Council category. Council is not at liberty to set fees outside the Tribunal's determination.

Councillors are expected to adhere to sound governance principles, exercise due diligence and care in their decision-making, digest significant amounts of information in order to make informed decisions and absorb considerable community pressure at times.

It is suggested that it would be appropriate for Councillors to take these factors into consideration when considering and adopting its fees for 2025-26.

**RECOMMENDATION**

**That Council increases Councillor fees for the 2025-26 financial year by 3.00%, with effect from 1 July 2025, noting that the fees will be as follows:**

- **Mayor: \$12,230 plus \$23,200 being a total of \$35,430 per annum.**
- **Councillor: \$12,230 each per annum.**

Department of Planning, Housing and Infrastructure  
Office of Local Government



## Circular to Councils

Subject/title	2025/26 Determination of the Local Government Remuneration Tribunal
Circular Details	Circular 25-10 / 21 May 2025 / A958620
Previous Circular	<u><a href="#">Council Circular 24-08 2024/25 Determination of the Local Government Remuneration Tribunal - Office of Local Government NSW</a></u>
Who should read this	Councillors / General Managers
Contact	Council Governance Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
Action required	Council to Implement

### What's new or changing?

- The Local Government Remuneration Tribunal (the Tribunal) has determined an increase of 3% to mayoral and councillor fees for the 2025-26 financial year, with effect from 1 July 2025.
- The Tribunal is required to determine the remuneration categories of councils and mayoral offices at least once every 3 years under section 239 of the *Local Government Act 1993* (the Act). The Tribunal last undertook a significant review of the categories as part of its 2023 determination and will next review these categories in 2026.
- The Tribunal found that the allocation of most councils into the current categories continued to be appropriate having regard to the 2023 review, the current category model and criteria, and the evidence put forward in the submissions received.
- However, the Tribunal has reclassified Mid Coast Council from a Regional Centre to Regional Strategic area with effect from 1 July 2025, as a result of its meeting the required criteria.

T 02 4428 4100 TTY 02 4428 4209, E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au)  
Locked Bag 3015 NOWRA NSW 2541  
[www.olg.nsw.gov.au](http://www.olg.nsw.gov.au)



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### What will this mean for council?

- Sections 248 and 249 of the Act require councils to fix and pay an annual fee to councillors and mayors from 1 July 2025 based on the Tribunal's determination for the 2025-26 financial year.

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### Key points

- The level of fees paid will depend on the category the council is in.
- A council cannot fix a fee higher than the maximum amount determined by the Tribunal.
- If a council does not fix a fee, the council must pay the minimum fee determined by the Tribunal.

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### Where to go for further information

- The Tribunal's report and determination is available [here](#).
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).

A handwritten signature in blue ink, appearing to read 'Brett Whitworth'.

Brett Whitworth  
Deputy Secretary, Office of Local Government

**10.17 GOVERNMENT GRANTS AND SUBSIDIES RECEIVABLE UPDATE****File Number:** Finance General F2**Author:** Bruce Quarmby-Director Corporate Services**Authoriser:** Bruce Quarmby, Acting General Manager**Annexures:** 1. Status of Government Receivables 31/05/2025 [↓](#) **PURPOSE**

The purpose of this report is to provide Council with a status update for the balance of Government grants and subsidies that are owed to Council.

**BACKGROUND**

In accordance with Council resolution 2025/25 item 4 Council resolved to that a bi-monthly grant debtors status update be provided to Council for its information. This report is aimed at providing Council with the information as requested.

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

L1.4.10 Maintain long term financial viability.

L1.4.4 Governance is open and transparent.

**(b) Financial Considerations**

As previously reported to Council, 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 the effect of reducing the level of working funds available to Council.

**COMMENTARY**

As previously reported to Council, Council commenced the current financial year with approximately \$9.5 million dollars owing to it in the form of grant receivables. As well as the afore mentioned grant receivables Council was also owed approximately \$1.9 dollars for works undertaken as part of the State Highways contract. This raised the total value of government receivables to the value of approximately \$11.5 million dollars.

Moving forward to the report tabled to the April 2025 Council meeting report, the balance of the grant receivables was reduced slightly to the value of \$11.3 million.

At the completion of this review, being the May 2025 review, the balance of government receivables owing to Council is currently sitting at a balance of approximately \$9.4 million dollars. In summary the movements that have occurred through the current financial year are as follows.

- Council has been paid approximately \$12.4 million.
- Council has incurred further expenditure under these Government funded programs to the value of approximately \$11.9 million.



- Of the \$11.9 million dollars expenditure incurred, \$1.5 million has been funded by grant funds already held by Council.

The table attached as an annexure to this report, provides Council with a more detailed breakdown of the relevant financial information and movement of these receivables that have occurred throughout the 2024/2025 financial year.

**(a) Governance/Policy Implications**

Council is currently in the process of developing a Grants Policy for Council's consideration. The policy will include guidance on the management of the recovery of Government grants and subsidies.

**(b) Legal Implications**

There are no legal implications associated with this report.

**(c) Social Implications**

There are no social implications associated with this report.

**(d) Environmental Implications**

There are no environmental implications associated with this report.

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

The programming of grant funded works coupled with subsequent delays in the recovery of any receivables has potential implications on Council's capacity to deliver its own source funded maintenance and capital works programs.

**(f) Risk Implications**

The management and recovery of receivables owed to Council has the potential risk of negatively impacting on Council's financial performance against key ratios set by the Office of Local Government.

## **CONCLUSION**


The report as tabled for Council's information provides Council with an overview of the current balance of receivables owed to it by various government programs. A continued focus by Council and management on the recovery of these receivables is required to ensure that Council ongoing financial sustainability is not negatively impacted in the long term.

## **RECOMMENDATION**

**That Council receive and note the information contained in the May 2025 Government grants and receivables update.**

Function	Balance of Receivable as @ 01/07/2024	YTD Expenditure	YTD Cash Received	Funds transferred from Contract Liability (funding Recd prior yr)	Balance of Receivable as @ 31/05/2025	Acquittal Completed & Invoice Raised	Commentary
<b>ADMINISTRATION</b>							
<b>ADMINISTRATION TOTAL</b>	.00	.00	.00	.00	.00		
<b>PUBLIC ORDER &amp; SAFETY</b>							
<b>PUBLIC ORDER &amp; SAFETY TOTAL</b>	.00	.00	.00	.00	.00		
<b>HEALTH</b>							
<b>HEALTH TOTAL</b>	.00	.00	.00	.00	.00		
<b>ENVIRONMENT</b>							
Stage 4 Levee	18,727.73		.00	.00	18,727.73		As reported previously, investigations by Council staff are continuing with a view of determining the likelihood of the recovery of this receivable.
<b>ENVIRONMENT TOTAL</b>	18,727.73	.00	.00	.00	18,727.73		
<b>COMMUNITY SERVICES &amp; EDUCATION</b>							
Regional Youth Empowerment Program	.00	775,463.09		-627,622.98	147,840.11		The expenditure includes both the operational expenditure for the program as well as capital expenditure incurred YTD. The responsible will review the funding agreement with a view to submitting the 2nd milestone claim for this grant funded program
Youth Council grant	11,115.20	.00	-11,115.20	.00	.00	✓	
<b>COMMUNITY SERVICES &amp; EDUCATION TOTAL</b>	11,115.20	775,463.09	-11,115.20	-627,622.98	147,840.11		
<b>HOUSING &amp; COMMUNITY AMENITIES</b>							
<b>HOUSING &amp; COMMUNITY AMENITIES TOTAL</b>	.00	.00	.00	.00	.00		
<b>WATER SUPPLY</b>							
Development of I.W.C.M	.00	51,071.00	.00	-51,071.00	.00		Works are ongoing with the works programmed for completion prior to the 30/06/2025.
Safe and Secure Water Program - AOS Support	.00	77,082.50	-27,082.50	-50,000.00	.00		Works are ongoing with the works programmed for completion prior to the 30/06/2025. A claim for milestone 2 of the grant has been lodged and paid
<b>WATER SUPPLY TOTAL</b>	.00	128,153.50	-27,082.50	-101,071.00	.00		
<b>SEWERAGE SERVICES</b>							
Safe and Secure Water Grant - STP Design	6,986.70	18,824.00	-25,810.70	.00	.00		Works remain ongoing and will continue into the 2025/2026 financial year. A claim for milestone 2 of the grant has been lodged and paid
<b>SEWERAGE SERVICES TOTAL</b>	6,986.70	18,824.00	-25,810.70	.00	.00		
<b>RECREATION &amp; CULTURE</b>							
L.R.C.I (R4) - Recreational Facilities Upgrades	196,012.11	147,342.89	.00	.00	343,355.00		The grant funded works have been completed.
S.C.C.F (R4) - Walking Loop Coonamble	196,249.80	.00	-188,079.74	.00	8,170.06	✓	Council staff are currently investigating the balance remaining on the receivable.
S.C.C.F (R4) - Ladies Change Room Coonamble	.00	408,195.95	.00	-138,195.95	270,000.00	✓	Council invoices remain outstanding
Female Friendly Community Sport Facilities Grant	393,480.00	.00	-393,480.00	.00	.00	✓	
S.C.C.F (R5) - Sportsground Amenities Gulargambone	.00	496,963.04	.00	-261,562.37	235,400.67		Following discussions with the project team it has been advised that the completion date for these works is currently planned to be by the 05/07/2025
S.C.C.F (R5) - Tennis Court Upgrade	.00	231,687.88	.00	-189,382.40	42,305.48		These works were completed in March 2025. Council staff are currently now compiling the necessary documentation required for acquittal of the project.
<b>RECREATION &amp; CULTURE TOTAL</b>	785,741.91	1,284,189.76	-581,559.74	-589,140.72	899,231.21		
<b>MINING &amp; CONSTRUCTION</b>							
<b>MINING &amp; CONSTRUCTION TOTAL</b>	.00	.00	.00	.00	.00		
<b>TRANSPORT &amp; COMMUNICATION</b>							
Roads of Strategic Importance Grant Program- Tooraweenah Road	.00	200,483.98	.00	-200,483.98	.00		The works remain ongoing, with the expenditure that has been incurred during the financial year being covered by grant monies already received by Council.
Fixing Country Roads Grant Program - Pilliga Rd Floodway	19,045.11	306.76	.00	.00	19,351.87		A variation has been submitted for this program. Council is looking at altering the scope of the grant to achieve a better result for the Council.
Fixing Local Roads Program - Carinda Rd	507,984.62	358,301.76	-512,161.10	.00	354,125.28		These works were completed in March 2025. Council staff are currently now compiling the necessary documentation required for acquittal of the project.
Fixing Country Roads Grant Program - Warren Rd	389,143.73	333,912.00	-419,954.82	.00	303,100.91		These works were completed in March 2025. Council staff are currently now compiling the necessary documentation required for acquittal of the project.
Roads of Strategic Importance Grant Program- Warren Rd	923,851.00	330,314.00	-1,144,000.00	.00	110,165.00		A milestone claim has been submitted and paid, the balance of the monies owing will be claimed as part of the finalisation of the project.
Flood Damage Restoration Program	5,199,884.98	1,783,577.71	-1,388,174.84	.00	5,595,287.85		Council has recently submitted a claim for \$3,729,740.51 for works that have been completed for assessment by Transport NSW. As the remaining works are completed further claims will be submitted.
L.R.C.I - Rural Roads Works Program	1,139,490.49	1,309,735.58	-718,975.00	.00	1,730,251.07	Partial	The acquittal and other supporting documents has been lodged with the funding body to enable reimbursement of Council for Rounds 1 and 2 of the LRCI Program. As Round 3 and 4 are still under way these will be claimed as the relevant milestones are completed.
Active Transport Grant - Footpaths	33,520.14	96,419.43	-129,939.57	.00	.00	✓	
State Highway - Contract Works	1,963,432.50	5,271,672.48	-6,957,433.48	.00	277,671.50		The claim for Qtr. 4 will be lodged at the completion of the 2024/2025 financial year.
<b>TRANSPORT &amp; COMMUNICATION TOTAL</b>	10,176,352.57	9,684,723.70	-11,270,638.81	-200,483.98	8,389,953.48		
<b>ECONOMIC AFFAIRS</b>							
Drought Stimulus Program - Public Arts	150,000.00	.00	-150,000.00	.00	.00	✓	
Drought Communities Program - Caravan Park	350,919.20	.00	-350,919.20	.00	.00	✓	Council staff are currently working with the funding body to finalise.
<b>ECONOMIC AFFAIRS TOTAL</b>	500,919.20	.00	-500,919.20	.00	.00		
<b>TOTAL</b>	11,499,843.31	11,891,354.05	-12,417,126.15	-1,518,318.68	9,455,752.53		

**10.18 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS**

**File Number:** R6  
**Author:** Kerrie Murphy-Director Infrastructure Services  
**Authoriser:** Bruce Quarmby, Acting General Manager  
**Annexures:** 1. Monthly Progress Report - June [↓](#) 

**PURPOSE**

The purpose of this report is to provide Councillors with information on maintenance and other 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 valuable information will be provided at that time.

## Utilities

Teams completed 10 water service line repairs in Coonamble, six (6) water main breaks in Coonamble, two (2) in Gulargambone and two (2) in Quambone within the month of May.

A new water main has been installed in Park Street, as part of Councils ongoing replacement and improvement program.

EPA officers came to the Coonamble Sewage Treatment Plant (STP) in April and identified some small operational deficiencies and abnormalities were found throughout this process. These items are continuing to be systematically being addressed in conjunction with the regulator.

After a request from the May Council meeting, it can be confirmed that the water supply has been reinstated at the garden bed near the bottle shop on Railway Street, Coonamble.

There were Five (5) sewer chokes within the sewage reticulation network and the unblocking of Six (6) pumps at varying sewage pump stations.

As Council is aware, urgent replacement/refurbishment of two critical assets within the water supply is required, namely bore 4 components and all actuators at the water treatment plant. Council reallocated \$150,000 for the bore components as a part of the quarterly budget review process at their May Council meeting, however, an additional \$70,000 is required for the actuators. Quotations have been sought, however, additional funding is required to be confirmed prior to placing the order. These actuators can be delivered in a short period of time once they are ordered. It is requested that the Water Treatment Plant capital renewal budget be increased by \$70,000 to allow for the urgent critical asset replacement.

### *Upcoming works:*

- *Sewer assets installation at Limerick St (core and cluster).*
- *Step screen installation at the Coonamble STP*
- *New lab fully operational at Gulargambone STP*
- *Commencement of a stop valve audit/ replacement program (water mains) Coonamble*
- *Water mains replacement Aberford Street/Castlereagh Highway, Wingadee / Hickey Streets, Coonamble and Breealong St Gulargambone*
- *Heavy maintenance and security works on Turkeys nest storage dam at Golf Club/Racecourse Coonamble*

## URBAN SERVICES

Continuing of mowing including Ovals, Parks, Town approaches and urban streets, tree trimming, and removals as requested by the community and for safety reasons

New trees in McCullough Street have been marked out and are in the process of being planted these will complement the new parking areas that have been marked out for the Sports ground.

### **Main Street**

Council is in the process of getting a plan done for the main street gardens, including the intersection, to improve the whole amenity of the street. An initial estimate is for

\$85,000 for the new plants including upgrades to the irrigation systems for inclusion in the 2025/26 Operational Plan.

### **Parks**

McDonald Park is still receiving a lot of vandalism including damage to the toilets, irrigation and furniture, Council will continue to monitor the situation.

#### *Upcoming works:*

- *Additional tree plantings.*
- *Installation of two (2) standard picnic tables and an accessible picnic table, with shelters.*

### **Coonamble Showground**

Upcoming events include the Rodeo weekend. Copious amounts of work have been done for this. Maintenance and improvements to the facility continue, new toilet cisterns will be installed in the toilets near the greyhound track. Extra time has been committed to the showgrounds to ensure that the grounds are prepared for this event.

#### *Upcoming events:*

- *Rodeo and Campdraft*

### **Cemeteries**

Planning has also commenced for new lawn sections to be installed at Coonamble and will commence shortly as the existing lawn section is filling up fast.

The fencing for the Pioneer cemetery will be commencing in June.

#### *Upcoming works:*

- *Hedging and tree planting to occur at Cemeteries*
- *Construction new lawn sections at Coonamble*
- *Fencing at Pioneer Cemetery*

### **Aerodrome:**

Contact has been made with CASA regarding the proposed animal exclusion fence around the perimeter as this proposal will impact the obstacle limitation surfaces (OLS) by creating an obstacle within the take-off and landing approaches. CASA are confirming requirements and will get back to Council.

Contact has been made with the Air ambulance dispatchers and we are waiting on confirmation of their risk assessment processes.

Contact has been made with the Office Environment and Heritage to see what options we have with Kangaroo control at the Aerodrome.

Once we have received all available information a report will be submitted to council including options and a proposed budget.



Figure 3: Example of animal exclusion fencing at Aerodromes

**Gulargambone Sportsground Facilities Upgrade**

With external brickwork and roofing finalised, the build has progressed through to lock-up stage. Key services have been roughed in, and waterproofing works have passed inspection. Tiling is currently underway.

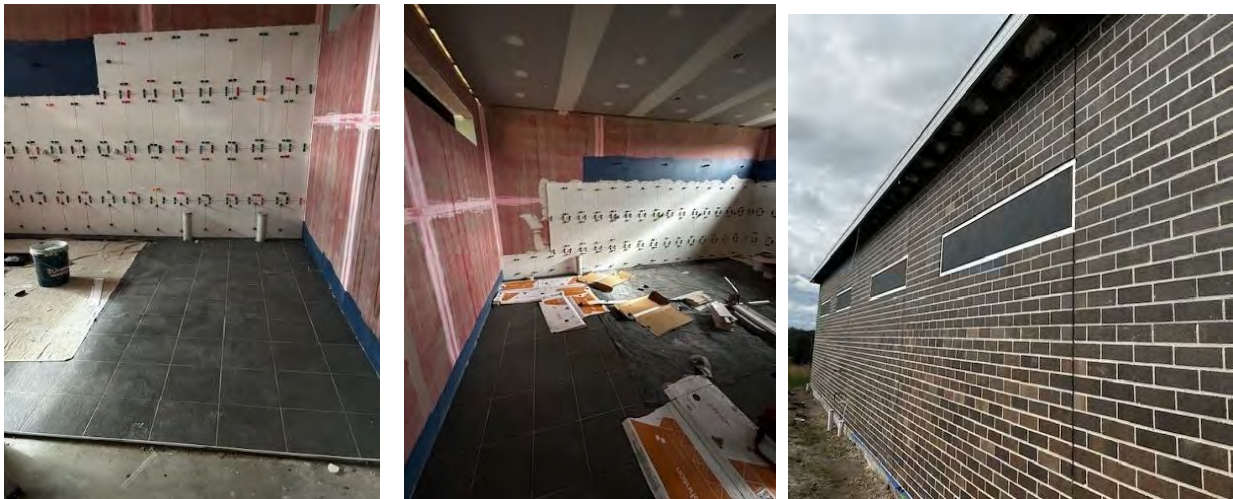
Next steps include gyprock sanding and cornice work, followed by internal painting. Final plumbing and electrical installations will commence thereafter, marking a shift into the final stages of interior works.

Despite some setbacks caused by trade availability and earlier weather disruptions, momentum has returned, and the project is tracking toward a practical completion date in early July 2025.

New site photos, included with this report, highlight the rapid progress and quality of workmanship on display.



Figures 4, 5 and 6: Canteen, Disability Toilet and Baby Changerroom



Figures 7, 8 and 9: Changerooms and Back of Building

Council acknowledges the continued professionalism of Winsman Group in managing project complexities and keeping works moving efficiently. While the contractual deadline remains January 2026, the current schedule positions the project for much earlier handover and community benefit.

**Quambone Tennis Courts**

The outer courts have now been fully resurfaced. Tuff Group Holdings attended the site last month and successfully completed the installation of the remaining synthetic surface.

This milestone represents a significant step towards bringing the courts back into use for the local community. The new surface provides a safe, durable, and high-quality playing area that will support increased participation and enjoyment of tennis in Quambone.



Figures 1 and 2: Completed Quambone Courts with fence reinstated

**MT MAGOMETON QUARRY**

Work is continuing to address the outstanding notices received from the Regulator after their inspection on 21 January 2025.

From the 13 Notices, we have three (3) Notices that remain outstanding. These Notices are being worked on being cleared as soon as we can. Two (2) of the notices are reliant on external consultants completing the work. Council is working closely with these consultants to get this work finalised. The final Notice is dependent on training of staff being undertaken. This training is currently in progress and is expected to be completed on the next couple of weeks.

Council is currently also receiving quotations for a renewed pit design. This is required as it has been identified that the existing mine plan is inadequate.

**ROADS*****Natural Disaster Work***

AGRN 1034 natural disaster restoration works are underway with work on Thurloo, Bulgan, Calga, McGlynns, Mungery, Nortongong, Old Wongy, Thara, Walla Walla, Williga and Yarranville Roads in the last month. Work is currently occurring on Talegar Lane, Merri Merri Road, Kenilworth Lane and Gilgooma Road. Work is being completed by Council roads crews and one contract crew.

***Upcoming works:***

- *Flood damage work – Back Gulargambone, Quabathoo, Keewong, Gilgooma, Billeroy, Walla Walla and Old Dubbo Roads.*

**RMCC**

Maintenance is being completed in accordance with the RMAP (agreed schedule with TfNSW). This includes potholes patching, rest area cleaning, routine inspections, sign repairs and roadside slashing.

Work is currently underway on a rehabilitation project just south of Coonamble on segment 3195.

**Unsealed Roads Maintenance**

Staff have been busy over the last month carrying out maintenance on Hollywood Lane, Floodenfield and Winnabah Roads. The focus has been on natural disaster restoration works during May.

**(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**

- 1. That the information be received and noted on the works in progress within Council's Infrastructure Directorate.**
- 2. That the Water Treatment Plant capital renewal budget be increased by \$70,000 to allow for the urgent critical asset replacement.**

	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p><b>6 June 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>
Drainage works – Charles & McCullough Streets	RTR	185,000	-	185,000	-	185,000	-	5%	Work has commenced – will be complete this financial year
Drainage works – Auburn and King Streets	RTR	16,000	-	16,000	-	16,000	-	5%	Contractor engaged to undertake work – will be complete this financial year

**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>
General Unsealed Road Maintenance	Council	739,952	-	739,952	610,305.74	48,546.23	658,851.97	89%	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, Winnaba, Trafalgar, Toora, Floddenfield and Blueys Lanes.

**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>
Tooraweenah Road Upgrade	ROSI	22,962,000	18,200,000	41,162,000	2,985,449	307,272	3,292,722	8%	Working on environmental approvals to allow for commencement of further clearing and grubbing. Once this is complete, construction of side-tracks can be commenced. Service locations commencing mid-May.
Pilliga Road Roadworks and Drainage upgrade	Council/LGRG/FCR/Block	1,662,500		1,662,500	63,712	44,698	108,409	10%	Detailed Design Plans received (100%), Bill of Quantities received, ATL (extension of time) approved. Completion required 30 June 2026.

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NATURAL DISASTER WORKS – FLOOD DAMAGE									
<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 1034	DRFA	4,603,659	-	4,603,659	1,106,492	492,104	1,598,597	35%	AGRN 1034 restoration work has commenced/completed on Nortongong Road, Loma Road, Williga Road, Gumin Gumin Road, Wattle Creek Road, Calga Road, Bulgan Road, Thurloo Road, Billeroy Road, Back Gular Road, Walla Walla Road, McGlynns Road, Goorianawa Road, Bramble Road, Gadsens Lane, Haydens Lane, Emby Road, Tooloon South Road, Sandy Camp Road, Kenilworth Road, Talegar Lane, Merri Merri Road, Kenilworth Lane, Gilgooma Road and Yarranville Road

	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p><b>6 June 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>WATER</b>									
<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	200,000	-	200,000	48,803.06	-	48,803.06	20	Wingadee Street, project scope completed. Materials purchased, installation works to commence Sep 2025.
Gulargambone Mains Replacements	Council	100,000	-	100,000	-	-	-	10	Breelong Street, project scope completed.
Quambone Mains Replacement	Council	200,000	-	200,000	-	-	-	10	Gidgerah Street, project scope completed.
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. Ground water assessment to commence June 2025.
Gulargambone – installation of constant water quality monitoring equipment and chlorine room upgrades	Council	75,000	-	75,000	-	-	-	10	Costed proposals currently being assessed.
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	150,000	-	150,000	90	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 in June 2025. Swim local program to be implemented in June 2025.
Yarran Street Subdivision (corner Reid St) – Water Servicing	Council	250,000	-	250,000	50,703.66	-	50,703.66	40%	Water servicing works completed for all stage one (1) lots including installation of individual water meters on individual lots.
Bore 4 (Coonamble) – emergency refurbishment works	Council	150,000	-	150,000	-	150,000	150,000	25%	Fitting crews have been to site and removed bore motor, impellers, shafts etc and taken back to Newcastle to strip down and complete all required refurbishment works, bore commissioning expected first week in May 2025.

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<b>SEWER</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 Mains Relining	Council	200,000	-	200,000	-	-	-	10	Program finalised, works to be rolled over into 25/26.
Gulargambone Mains Relining	Council	210,000	-	210,000	-	-	-	10	Program finalised, works to be rolled over into 25/26.
Gulargambone Sewage Treatment Plant – Laboratory room installation	Council	72,000	-	72,000	35,425.41	-	35,425.41	25	Lab building installed, services and internal fit out works completed, lab equipment to be purchased.
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	121,299.36	-	121,299.36	70	Options study draft report has been issued. Consultation meetings with EPA, DCCEEW and PWA have been conducted. Concept design being completed.
Core and Cluster (sewer servicing)	Council	33,000	-	33,000	-	-	-	5	Servicing requirements scoped and main extension works expected to be completed by June 2025.
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 May 2025.
Yarran Street Subdivision Development – sewerage servicing including Sewage Pump Station, Rising/Gravity Main installations.	Council	750,000	-	750,000	538,611.57	64,118.07	602,729.64	90	Contractor completed Sewage Pump Station and Rising Main installation works. Council has completed all gravity main works required for stage one (1) lots including the pre laying of sewer junctions for all the lots.
Gulargambone – Sewage Treatment Plant tertiary ponds de-sludge	Council	250,000	-	250,000	-	-	-	10	Project scoped and options being considered.

<b>URBAN SPACES</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>
Gulargambone Sportsground Amenities Upgrade 6055-2301-0001	SCCF5 + Council	520,000	100,000	620,000	496,963.04	149,760.00	685,614.06	50	Tiling due for completion 11 June. Gyprock sanding and cornice to commence 13 <sup>th</sup> , painting, 16 <sup>th</sup> June. Final plumbing and electrical installations are scheduled to commence soon after. Project completion eta 1 <sup>st</sup> week July 2025

	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p>6 June 2025</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>CEMETERIES</b>									
<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	40	Signage is being drafted, fencing has commenced.

<b>AERODROME</b>									
<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>
Animal exclusion perimeter fencing	Council	-	-	-	-	-	-	0	<p><b>Resolution 2025/113</b></p> <ol style="list-style-type: none"> <li>1. Contact has been made with the relevant authorities and council is waiting on a response</li> <li>2. Contact has been made with the relevant department and council is waiting on a response</li> <li>3. Council is actively sourcing grant opportunities</li> <li>4. A report will be tabled to Council once advice is received from all parties</li> </ol>

**10.19 TOORAWEEENAH ROAD UPGRADE - MONTHLY STATUS UPDATE****File Number: R-8-32-1****Author: Kerrie Murphy-Director Infrastructure Services****Authoriser: Bruce Quarmby, Acting General Manager****Annexures: Nil****PURPOSE**

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

**EXECUTIVE SUMMARY**

Work is continuing on getting the project to a point where construction can commence with side tracks and vegetation clearing. Council will be undertaking the construction of any dry weather side tracks.

**BACKGROUND**

Tooraweenah Road is the most direct route from the town of Coonamble to the Warrumbungle National Park.

The section of road to be upgraded commences from the end of the sealed section at Coonamble and continues to the boundary with Gilgandra Shire Council.

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

The project originally aimed to provide 56.8 km of sealed road with a 9.9m wide pavement and 7.5m wide seal with guideposts, centreline, and edge marking. The focus is now on the unsealed section, which is approximately 27km long.

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

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

**(b) Financial Considerations**

The capital cost of the project is funded by the Federal Government's Roads of Strategic Importance Program (ROSI). The funded budget is \$41.2 million.

**COMMENTARY****Work completed to date***Location of underground services*

Dial B4U Dig was done as a part of the initial design process and was incorporated into the approved 100% Design. This investigation revealed that there were sections of the construction footprint that contained Telstra services.

The onsite work of locating services is complete with services in road located with service depths and alignment picked up by a surveyor to allow this information to be overlaid on the design files.

#### *Identification of additional vegetation removal*

The contractor that undertook the original REF is currently reviewing this document to ensure it aligns with changes to environmental legislation as it is five (5) years old now.

The environmental contractors were onsite in mid-April to identify/assess the additional vegetation required to be removed. From this inspection, several issues have been identified that require addressing in an effort to manage/minimise the impact on the environment in the road corridor that corresponds to the project footprint. These include conflicts with Threatened Ecological Communities (Weeping Myall Woodlands), hollow bearing trees, blaze trees (often large and old trees that have historical significance) and scarred trees.

On-site identification of impacted tree groups completed in preparation for supplementary visit by consultants.

#### *Procurement of on-site lab for materials and compaction testing*

The original Tender for the construction of the culverts included the procurement of an on-site lab for materials and compaction testing. In order to ensure quality products, and workmanship, it has been determined that this should be managed by Council.

There needs to be transparency with the testing of the materials and compaction, and it will give Council greater confidence of this if the testing is carried out independently to the Contractor. Discussions are being had with relevant parties on arrangements required to make this happen and further information will be provided to Council once this has been finalised.

#### *Funding sign designs and approvals being sought*

Signs have been received. Installation of signs at either end of the project is being programmed.

#### *Identification of staging for road closures and side track proposals*

Council has identified and pegged out the culvert locations. These pegs are for the sole purpose of identifying culvert locations for the environmental assessments. It is expected that the successful contractor will accurately peg out culvert locations and invert levels when they commence work.

Staging of the work is continuing, however, it also now necessary to take into consideration the additional issues identified with the review of the REF (Review Environmental Factors). This will take some time as each culvert location needs to be addressed individually with reference to the issues identified and traffic management considered in respect of these locations. This means that the number of side tracks has been reduced, with a number of culvert locations requiring full road closures to enable construction, and part road closures for others. Once these have been finalised, there will be stakeholder engagement with the residents affected by these.

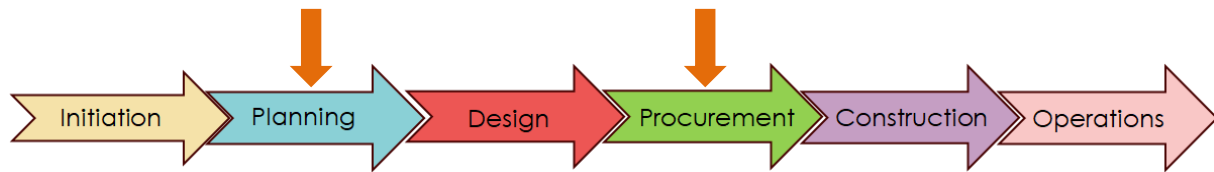


### Communications plan

Council officers are currently working on the Communications Plan and an engagement strategy.

### Future project development

We are currently in the following stages of project development:



#### Planning

While the REF was originally commissioned around 2020, there is a requirement for it to be re-addressed as it is past its expiry date. The review of the REF is taking into consideration updates to relevant legislation to ensure Council is undertaking its due diligence with regard to vegetation assessment for removal.

When the REF is finalised, there will be a clearer picture of how the construction can take place. This is necessary to have finalised prior to going to tender for the culvert construction.

#### Design

The design, for the most part, has been finalised. Consideration must be given to feedback received on the raising of the height of the road, and once finalised, the design process can then closed out.

#### Procurement

A combination of existing tenders and requests for quotation (RFQ) are being used to facilitate the purchasing of what is required to progress the project at this stage. A Procurement Plan is currently being drafted also, which will further assist this.

The tender for the culvert construction is being finalised, with a view to being advertised in late June, early July. Council will be engaging a probity advisor to assist with the risk management of the process and to ensure there is transparency for Council in the process. This will be a single tender with one contractor looking to be engaged. Notwithstanding this, the successful contractor will have the ability to nominate sub-contractors in their tender.

The tender will be for the construction of culverts and adjacent sections of road. The culverts have been clustered so that the culverts in these sections are constructed as well as the road sections in between. It is the intent that Council (or Council contractors) will be undertaking the road construction in between these clusters of contractor work. This will equate roughly to contractors undertaking 12.5km of work (including culvert construction and road construction) and Council undertaking the remaining 14.5km (road construction only).

Tendering in multiple stages was considered, however, in an effort to reduce any risk to Council, it was decided against after considering the following:

- Tendering in three separate packages will increase overall project cost and duration.
  - Additional resourcing will be required to develop, assess, and administer three (3) individual tender packages.

- If the Contracts are running concurrently (or overlapping) additional site surveillance and project management will also be required.
- The same contractor may successfully tender all three (3) work packages, and, as a result, the time and cost to separate the works packages becomes redundant.
- Multiple Contractors may introduce a 'neighbour looking over the fence' scenario. Any apparent (either actual or perceived) disparity between the administering of each contract may be used by the Contractors to leverage Council and expose Council to variations.
- Multiple Contractors interfacing between works leaves Council liable for claims for delay and disruption at the interface between each works package.
- The tender packages would vary in complexity of works. e.g. section two (2) has several more complex multicell culverts.
- If Council are undertaking the interlinking road works, there will be potentially three (3) Contractors to interface with and coordinate passage of construction vehicles through site etc. as opposed to one (1) negotiation.

There will be no requirement for prospective tenderers to have formal R1 or F5 prequalification certification, however, they must still, informally, meet the requirements of these schemes. This is necessary to manage the risk to Council for this project.

For the purpose of the tender, the construction specifications are also currently being amended to reflect the changes that have occurred since the original tender went out last year. This will include the components that were originally in the tender being removed for example: fisheries permits, service location, site office, etc.

### *Construction*

The project team are currently identifying work zones that need to be restricted at particular times eg: harvest. Once the REF has been finalised, the areas of vegetation concern can be sectioned off and the additional clearing and grubbing can commence. Once this clearing and grubbing has been finished, any side tracks can then be constructed.

It is intended that work will commence on the western end of the unsealed sections. The following points detail the key considerations that have been made resulting in this approach:

- If works commence at the eastern/shire boundary end this means that Council is required to haul through the Contractors sites. This in turn requires the vehicles to navigate culverts under construction or dry weather side tracks.
- In comparison, commencing at the western end and working towards the boundary requires the contractor to navigate through Council's sites which is a far easier exercise and minimises risks associated with damaging works in progress. This is due to Council only working on the road as opposed to culvert construction as well.
- Commencing at the western end with Council following behind the Contractor - this reduces Council's risk for potential claims from the contractor for rework or damage to active construction activities through hauling through their sites.
- In wet weather events, commencing from the western end provides all weather access to the construction fronts. If works commenced at the eastern end, all

work sites are effectively cut off and not able to be accessed until the existing road is dry enough to traffic again.

The site compound hardstand area has been extended with the delivery of the additional culvert units commenced. Further crown units will be delivered over the next few weeks.

To assist Council in getting a better understanding of the project, a workshop has been organised for 11 June 2025 at 10.00am. The workshop will have Chris Botfield, Business Principal of Access Environmental Planning and the contract project manager and project supervisors present.

The submissions regarding the raising the height of the Tooraweenah Road for the project closed 5.00pm on 7 May 2025. There was one (1) submission received and the project team are currently working through it.

### **CONCLUSION**

Work is continuing on getting the project to a point where construction can commence with side tracks and vegetation clearing.

Council completed maintenance works on the road over the previous months, however, wet weather has led to new damage to the road. Staff are continuing to monitor the road conditions and will intervene when there is an unacceptable safety risk that can be addressed within the available resources and funded from the maintenance budget.

### **RECOMMENDATION**

**That the report be received and noted on the progress of the Tooraweenah Road Upgrade Project.**

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

Nil

## 12 CONFIDENTIAL MATTERS

### RECOMMENDATION

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

#### **12.1 Closed (Public Excluded) Extraordinary Council Meeting of the Coonamble Shire Council - 3 June 2025**

#### **12.2 Risk Appetite Statement**

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

#### **12.3 Tender SPT062526COO Provision of an Aggregate and Road Base Crushing Campaign**

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

#### **12.4 Tender SPT072526COO Provision of Drilling and Blasting Services**

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.

#### **12.5 Recruitment of Interim General Manager**

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

**13 CONCLUSION OF THE MEETING**