



Ordinary Council Meeting

Agenda

18 August 2022

**Notice is hereby given in accordance with the provisions of the
Local Government Act 1993 that an
Ordinary Meeting of Warrumbungle Shire Council
will be held in the Council Chambers, John Street,
Coonabarabran
on Thursday, 18 August 2022 commencing at 5:00 pm.**

Mayor: Cr Ambrose Doolan

Councillors: Kodi Brady
Dale Hogden
Zoe Holcombe
Aniello Iannuzzi (Deputy Mayor)
Carlton Kopke
Jason Newton
Kathryn Rindfleish
Denis Todd

Please note:

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Council's Vision Excellence in Local Government

Mission Statement

We will provide:

- Quality, cost effective services that will enhance our community's lifestyle, environment, opportunity and prosperity.
- Infrastructure and services which meet the social and economic needs and aspirations of the community now and in the future.
- Effective leadership and good governance, by encouraging teamwork, through a dedicated responsible well trained workforce.

Values

- ✓ **Honesty**
Frank and open discussion, taking responsibility for our actions
- ✓ **Integrity**
Behaving in accordance with our values
- ✓ **Fairness**
Consideration of the facts and a commitment to two way communication
- ✓ **Compassion**
Working for the benefit and care of our community and the natural environment
- ✓ **Respect**
To ourselves, colleagues, the organisation and the community, listening actively and responding truthfully
- ✓ **Transparency**
Open and honest interactions with each other and our community
- ✓ **Passion**
Achievement of activities with energy, enthusiasm and pride
- ✓ **Trust**
Striving to be dependable, reliable and delivering outcomes in a spirit of goodwill
- ✓ **Opportunity**
To be an enviable workplace creating pathways for staff development

WARRUMBUNGLA SHIRE COUNCIL

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AGENDA

ACKNOWLEDGEMENT OF COUNTRY – Council acknowledges the Traditional Custodians of the Land at which the meeting is held and pays its respects to Elders both past and present and extends that respect to other Aboriginal people who are present.

Turn Off Mobile Phones

Audio Recording of Council Meetings

Apologies/Leave of Absence

Confirmation of Minutes

21 July 2022

Disclosure of Interest

Pecuniary Interest

Non Pecuniary Conflict of Interest

Mayoral Minute/s

Delegate Report/s

Reports of Committees

Reports to Council

Notices of Motion/Questions with Notice/Rescission Motions

Reports to be considered in Closed Council

Conclusion

.....
ROGER BAILEY
GENERAL MANAGER

WARRUMBUNGLA SHIRE COUNCIL

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Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 8 July 2022 to 9 August 2022

MAYORAL MINUTE - MAYORS ACTIVITY

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
19-Jul	Email	In	GM - letter to Roy Butler
	Email	In	Deputy Mayor - Parliamentary Report on Health Outcomes
	Email	In	Cr Kopke - Mayoral Minute for July Meeting
	Email	In	Director Technical Services - Warrumbungle Way and Neible Siding Road
	Email	Out	GM - RFS Red Fleet
	Email	Out	Deputy Mayor - Parliamentary Report on Health Outcomes
	Email	Out	Cr Kopke - Mayoral Minute for July Meeting
	Email	Out	Director Technical Services - Warrumbungle Way
20-Jul	Email	In	Cr Kopke - Item 19 July Council Meeting
	Email	In	Ratepayer - Neible Siding Road
	Email	Out	Cr Kopke - Item 19 July Council Meeting
21-Jul	Email	In	GM - Dunedoo TRRRC
	Email	In	Stephanie Alexander - Kitchen Garden project
22-Jul	Email	In	Warwick Giblin - VOW Meeting
	Email	In	Dunedoo Hospital Auxiliary
	Email	In	Director Technical Services - Dunedoo Columbarium
	Email	Out	Manager Road Operations - Council Meeting
25-Jul	Email	In	Manager Road Operations
26-Jul	Email	In	GM - Dunedoo TRRRC
	Email	In	Director Enviro and Dev - Sewerage Treat Plant upgrades
	Email	Out	GM - Coona Times article
	Email	Out	Director Enviro and Dev - Sewerage Treat Plant upgrades
27-Jul	Email	In	Disappointed Tourist - Anglo Australian Telescope closures
	Email	In	Mayor Narromine - Biodiversity offsets
28-Jul	Email	In	Essential Energy - how to report faulty lights
1-Aug	Email	In	Warwick Giblin - LGNSW Conference
2-Aug	Email	In	GM - Resources for Regions
	Email	In	GM - Dunedoo TRRRC
	Email	In	GM - Dunedoo TRRRC
4-Aug	Email	In	Cr Rindfleish - Warrumbungle Way
	Email	In	Director Technical Services - Mayoral Minute
	Email	In	Warwick Giblin - REZ information
	Email	Out	Director Technical Services - Mayoral Minute
5-Aug	Email	In	GM - Grant Funding
	Email	In	GM - RFS assets
	Email	In	Director Technical Services - Reservoir Street
	Email	Out	Director Technical Services - Reservoir Street
6-Aug	Email	In	GM - Performance Review
	Email	Out	GM - Performance Review
7-Aug	Email	In	Warwick Giblin - REZ

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8-Aug Email In Cr Brady - Notice of Motion
9-Aug Email In GM - Red Fleet update

Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
19-Jul	19-Jul	BFMC Meeting Coonabarabran	17659	17692	33
21-Jul	21-Jul	Meeting GM and Deputy Mayor Coonabarabran	17692	17724	32
21-Jul	21-Jul	Coonabarabran Council Meeting	17724	17756	32
25-Jul	25-Jul	Valley of the Winds EIS Meeting Coonabarabran	17756	17788	32
28-Jul	28-Jul	Pool Operations Meeting Coonabarabran	17788	17820	32
2-Aug	2-Aug	To Coonabarabran Office	17820	17852	32
4-Aug	5-Aug	Dubbo Airport and Return - Country Mayors Meeting	17852	18199	347
Total KM travelled for period 19 July 2022 - 5 August 2022					540

MAYORAL MINUTE - EXPENSES 8 July 2022 to 5 August 2022

<u>Date</u>	<u>Transaction Details</u>	<u>Comments</u>	
14-Jul	Flight Centre	Travel - Country Mayors	\$463.31
4-Aug	Transport for NSW	Travel - Country Mayors	\$20.60
Total expenditure for period 08/07/2022 - 05/08/2022			<u>\$483.91</u>

RECOMMENDATION

That Council:

1. Notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 19 July 2022 to 9 August 2022.
2. Notes the report on the Mayor's credit card expenses between 8 July 2022 and 5 August 2022 and approves the payment of expenses totalling \$483.91.

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Item 2 Mayoral Minute – Maintenance of Unformed Roads

Reason for Report

At the 21 July 2022 Council meeting, Council considered a report from staff on maintenance of unformed roads.

The staff recommendations were not endorsed by Council which means that the status quo remains.

Upon reflection there were several aspects of the recommendations which I believe have merit and are worth reconsidering and it is for that reason that I have tabled this Mayoral Minute.

Background

The staff report was comprehensive and covered a number of issues such as Council's Asset Management Plans, the hierarchy of roads, Council's obligations for road maintenance and the financial considerations.

It was also clear from the representations made to Council that there have been historical road maintenance practises that have caused confusion and disquiet for some ratepayers and didn't align with our official maintenance schedules.

We have perhaps not been as good as we could have been in communicating what we have changed over the years and why. It would be good if this could be addressed through new ways.

I believe that the concept of a Road Network Advisory Group is a good one and I will be moving that this be established.

Council has a number of advisory groups which provide opportunities for members of the community to contribute their experience and expertise and assist Council in their decision making.

I appreciate that establishing the Group will take some time. We will need to put out an Expression of Interest for those wishing to be on the Group and then consider those applications. We will also need to consider the agenda for the Group.

For example:

Council has a policy, "Upgrading of Roads Not Constructed or Maintained by Council Policy" that allows property owners to maintain roads not maintained by Council subject to certain conditions and by resolution of Council. This Policy is overdue for review and something the Road Network Advisory Group could provide input into.

In the interim, I would also like us to explore options for residents and ratepayers who are wanting Council to maintain roads that are currently not maintained by Council.

An option to consider, in some circumstances, is that the road is closed and sold to the adjoining landowner/s for an agreed sum. This will allow them to maintain the

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closed road themselves like they would a driveway and it would be a private not a public road.

I would suggest that any unformed roads on Crown Land be referred directly to the State for their consideration.

While this may not be something that will suit all situations, it is something that we could be promoting.

Attachments

Nil

RECOMMENDATION

That Council establishes a Road Network Advisory Group:

- a. That is an advisory group to Council.
- b. That represents the views, needs and expectations of the residents of Warrumbungle Shire on strategic matters relating to the road network.
- c. That provides information and feedback to Council about the road hierarchy, level of service and road related policies for the road network.
- d. Where the Group members are responsible for seeking information and feedback from the community on strategic matters relating to the road network.
- e. That Council invites nominations from the community for membership of the Road Network Advisory Group.
- f. That meetings are held quarterly at a time that is agreeable to the Group members.

**AMBROSE DOOLAN
MAYOR**

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Item 3 Councillors' Monthly Travel Claims

Division:	Executive Services
Management Area:	Governance
Author:	Executive Assistant to the General Manager – Erin Player
CSP Key Focus Area:	Civic Leadership
Priority:	CL2.1 Provide Council's leadership with a strong governance and management framework that promotes transparent and informed decision-making.

Reason for Report

To provide Council with details of monthly travel claims of councillors.

Background

At the Ordinary Council meeting in July 2017 it was resolved that, "*all Councillors make public their monthly travel claims effective immediately.*" (**Resolution No 10/1718**)

Councillor Monthly Travel Claims

Councillor	Kilometres	\$ per KM	Total Amount (\$)
Cr Brady	-	0.78	-
Cr Doolan	-	0.78	-
Cr Hogden	400	0.78	\$312
Cr Holcombe	-	0.68	-
Cr Iannuzzi	-	0.78	-
Cr Kopke	288	0.78	\$224.64
Cr Newton	-	0.78	-
Cr Rindfleish	174	0.78	\$135.72
Cr Todd	-	0.78	-
		Total:	\$672.36

Issues

Nil.

Options

Nil.

Financial Considerations

Outlined above.

Community Engagement

To inform the community.

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Attachments

1. Councillors Monthly Travel Claims

RECOMMENDATION

That the Councillors' monthly travel claims report in the amount of \$672.36 is noted.

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Item 4 Minutes of Country Mayors Meetings 4 – 5 August 2022

Division:	Executive Services
Management Area:	Executive Services
Author:	Mayor – Ambrose Doolan
CSP Key Focus Area:	Local Government and Finance
Priority:	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity

Reason for Report

To report to Council on the Rural Skills Forum and Country Mayors Association meeting held in Sydney on Thursday 4 August 2022 and Friday 5 August 2022.

Background

The General Manager and I attended the Country Mayors Rural Skills Forum on Thursday 4 August 2022 followed by the Country Mayors Association General Meeting on Friday, 5 August 2022.

The Rural Skills Forum was formed from the Country Mayors Associations members review of priority issues.

During the meeting, there were a number of presentations, which included:

- Hon Fiona Nash, National Commissioner for Rural Education, spoke about her role as the Commissioner and the focus in her role in education and workforce challenges.
- Hon Alister Henskens, Minister for Skills and Training, spoke about how NSW has the most skilled workforce in Australia although the labour shortage is causing many problems.
- Mr Tim Crakanthorp, Shadow Minister for Skills and TAFE, Shadow Minister for Tertiary Education, spoke about the problems with skill and education shortages in the TAFE sector
- Mr Edward Cavanagh, Director of Policy, McKell Institute, addressed the meeting on what the McKell Institute is and what they are working on identify problems in retaining and attracting skills to regional and rural communities.
- Cr Jacob Cass, Centre Manager, Parkes Country Universities Centre, spoke about the Country Universities model and how it creates opportunities for youth and encouraging local high value jobs and support learning.

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- Cr Rick Firman Chairman and Julie Briggs CEO Riverina Joint Organisation, outlined the Riverina's Development Skills Shortages Project, and spoke about the focus areas of the project and the challenges they face.

During the General Meeting, a number of people attended and presented the following:

- Cr Darriea Turley, President LGNSW, provided an update on the work of LGNSW since the last meeting. This includes, the Annual Conference 2022, Local Government Week and Awards and Upper House Inquiry into floods.
- Mr Tom O'Dea, Head of NBN Local NSW, addressed the meeting on the services NBN provides to NSW.
- The Hon Anthony Roberts, Minister for Planning, Minister for Homes, spoke about pressures of regional housing, the development of the 2041 Housing Strategy and the creation of the Regional Housing Flying Squad program.
- Ms Amy Dumbrell, Acting Director, Biodiversity Offsets Scheme and Dr Louisa Mamouny, Acting Executive Director, Biodiversity Credit Supply Fund and Taskforce addressed the meeting on the Biodiversity Offset Scheme.
- Mr Justin Clancy MP, Parliamentary Secretary for Health, thanked CMA for its insights into regional and rural health and the wellbeing of our communities and what the budget will be spent on in the health industry to improve services.
- Mr Greg Warren MP, Shadow Minister for Local Government, Shadow Minister for Veterans, and Shadow Minister for Western Sydney, advised that he had written to the Emergency Services and Local Government Ministers regarding the treatment of RFS assets and advised there needs to be a legislative change.

The following resolutions were made:

- The financial reports for the last quarter were tabled and accepted.
- That the Country Mayors Association make representations to the NSW Government on the gross failings of the Biodiversity Scheme, the inadequacies of the review to address the real problems of the scheme, and the ongoing economic hardship and loss of development of regional NSW.
- That Country Mayors Association adopt an Inprinciple position with implementing a suitable Scholarship program, to assist in addressing skills shortages in our communities and further the CMA Executive be authorised to compile Criteria and Structure of Scholarship programme, to report back to NSW CMA for final endorsement.
- That the suggestions for positive change for Regional and Rural Health be left in the hands of the Executive to monitor and follow up.
- That Country Mayors write a letter to the Boundaries Commission supporting their decision which recommends the demerger of the councils should proceed

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Issues

Nil

Options

Nil

Financial Considerations

Nil

Community Engagement

To inform the community by placing the information on Council's website through the Business Paper.

Attachments

1. Minutes, Rural Skills Forum 4 August 2022
2. Minutes, Country Mayors Association General Meeting 5 August 2022

RECOMMENDATION

That Council note the Delegate's Report in relation to the Rural Skills Forum and Country Mayors Association meeting held in Sydney on Thursday 4 August 2022 and Friday 5 August 2022.

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Item 5 Minutes of Health Advisory Committee Meeting – 18 July 2022

Division:	Executive Services
Management Area:	Executive Services
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Supporting Community Life
Priority:	SC4 The long-term wellbeing of our community is supported by ongoing provision of high quality services, health and aged care, education, policing and public safety, child, youth and family support, environmental protection and land management

Reason for Report

The reason for this report is to present minutes from the meeting of the Health Advisory Committee held via Zoom on Monday 18 July 2022.

Background

The Health Advisory Committee was established at the Extra-Ordinary Council Meeting held 6 January 2022. The purpose of the Committee is to identify and discuss current deficits in our health services, propose improvement to our health services (all within Warrumbungle Shire Council) and liaise with NSW Health to achieve our goals.

The committee is comprised of the Mayor, as Chairperson, four councillors and any resident medical officer or pharmacist within the Warrumbungle Shire. The Executive Officer is the General Manager (non voting).

Issues

At the meeting held 18 July 2022, the committee discussed:

- Parliamentary Inquiry into Health Outcomes & Access to Health & Hospital Services in Rural, Regional & Remote NSW
- Warren Shire Council Briefing Note
- Medical Accommodation with the Shire
- NSW Country Mayors Association – Rural Health Forum Presentation Slides
- Local Government NSW (LGNSW) advocacy positions on health
- Local Government NSW position on the 2022 NSW State Budget to improve Rural and Regional Health Services
- Views for incentives for Visiting Medical Officers
- Warrumbungle Community Health Workers
- Recruiting a Doctor for Dunedoo
- Impacts on Health Services by the Impacts of Development

Options

Council may wish to adopt the recommendations from the Committee meeting.

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Financial Considerations

There are no financial implications arising from the minutes.

Community Engagement

The level of engagement for this report is to inform.

Attachment

1. Minutes of Health Advisory Committee Meeting – 18 July 2022.

RECOMMENDATION

That Council notes the minutes of the Health Advisory Committee meeting held via Zoom on 18 July 2022.

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Item 6 Minutes of Coonabarabran Town Beautification Advisory Committee Meeting – 18 July 2022

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Manager Urban Services & Facilities
CSP Key Focus Area:	SC6 Our towns and villages are characterised by their attractiveness, appearance, safety and amenity.
Priority:	SC6.3 Work with local communities to develop and implement improvement plans for our streetscapes, main streets and town entrances.

Reason for Report

The purpose of this report is to present minutes from the meeting of the Coonabarabran Town Beautification Advisory Committee held at Coonabarabran on 18 July 2022.

Background

The purpose of the Committee is to make recommendations on specific projects and or development of strategies for the beautification of Coonabarabran.

Core responsibilities and duties of the Committee are to:

- Input into the development of a beautification Master Plan with a strategic focus on improving the appearance of street landscapes.
- Assistance with determining current issues with town landscapes, including identification of issues that need to be rectified.
- Investigation into, and assistance in obtaining, external sources of funding.
- Making of recommendations to Council on matters relating to specific town beautification projects or strategies.

Issues

Several matters were discussed including the development of the Coonabarabran Town Beautification Master Plan and it was decided that a workshop be held on 15 August 2022 to further develop the Master Plan that was commenced in 2021.

Service levels for cleaning and maintenance of the Little Timor Street Plaza was raised and it was confirmed that a dedicated budget for the area had not been established. Council will follow up on the requirements for volunteers to be able to safely perform maintenance activities such as watering plants, trimming shrubs and removing weeds etc.

The matter of tree removal from private and public land across the Shire was discussed. It was noted that Council does not have a Tree Preservation Order or the like, and that some research would be undertaken with information on the matter provided at the next meeting.

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Options

Council may wish to adopt the recommendations from the Committee meeting.

Financial Considerations

There are no financial implications arising from the minutes.

Community Engagement

The level of engagement for this report is to inform.

Attachment

1. Minutes of Coonabarabran Town Beautification Advisory Committee Meeting – 18 July 2022.

RECOMMENDATION

That Council notes the minutes of the Coonabarabran Town Beautification Advisory Committee meeting held at Coonabarabran on 18 July 2022.

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Item 7 Minutes of Coonabarabran Sporting Complex Advisory Committee Meeting – 20 July 2022

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Manager Urban Services & Facilities – Nicole Benson
CSP Key Focus Area:	SC3 A healthy and active community is supported by sporting and recreational infrastructure.
Priority:	SC3.4 Identify opportunities for innovative adaptation and/or sharing of open space and infrastructure for recreational purposes as well as regular maintenance and upkeep of parks, reserves, swimming pools and other recreational assets to ensure availability of such assets to residents of the shire.

Reason for Report

The purpose of this report is to present minutes from the meeting of the Coonabarabran Sporting Complex Advisory Committee held at Coonabarabran on 20 July 2022.

Background

The purpose of the Committee is to assess the condition and usefulness of the existing amenities buildings and sporting facilities at Coonabarabran Sporting Complex and develop a strategy for these facilities based on existing and future sport and recreation demands.

Core responsibilities and duties of the Committee are to:

- Determine current and potential sport and recreation users of the complex facilities including volume and frequency of use;
- Develop a long-term strategy for the Sporting Complex in the form of a Master Plan including cost estimates and priorities of improvements;
- Investigate and obtain external sources of funding; and
- Make recommendations to Council on any matter related to improvements of the Sporting Complex.

Issues

It was noted that the Coonabarabran District Greyhound Racing Club had been inactive for a long time and that several attempts had been made by Council to contact the Club and Greyhound Racing NSW. Discussion was held around the strategic importance of the infrastructure and ovals associated with the dog track. The Committee supported Council's proposed action to contact the Coonabarabran District Greyhound Racing Club again regarding the Licence Agreement.

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The Committee discussed the scope of works associated with the construction of the new amenities at Number 3 Oval. If the scope was expanded to include a new kiosk, the siting of a new building could be changed to be more central to all ovals, for example in between Number 3 Oval and the greyhound track. It was further noted that any changes in scope would need to be approved by the funding body. Funding opportunities such as Stronger Country Communities would soon be announced that may enable expansion of the scope of works to occur.

It was noted that the Coonabarabran Sporting Complex is an excellent opportunity to provide the community with a state of the art, inclusive multi-use sporting complex with the ability to meet many needs in the one location. Discussions were held around who should be included and the Committee recommended that the Coonabarabran Tennis Club be contacted regarding their attendance on the Committee.

Options

Council may wish to note the action items and adopt the recommendations from the Committee meeting.

Community Engagement

The level of engagement for this report is to inform.

Financial Considerations

There are no financial implications arising from the minutes.

Attachment

1. Minutes of Coonabarabran Sporting Complex Advisory Committee Meeting – 20 July 2022

RECOMMENDATION

That:

1. Council notes the minutes of the Coonabarabran Sporting Complex Advisory Committee meeting held at Coonabarabran on 20 July 2022.
2. Clause 5 – ‘Membership’ in the Terms of Reference for the Coonabarabran Sporting Complex Advisory Committee be amended to include the Coonabarabran Tennis Club.
3. Council contact the Coonabarabran Tennis Club to seek a representative to participate on the Committee.
4. Council contact the Local Roads and Community Infrastructure Program (LRCIP) seeking a change to the project scope for construction of new amenities at Coonabarabran No 3 Oval.

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Item 8 Robertson Oval Building Project and Minutes of Advisory Committee Meeting – 25 July 2022

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Manager Urban Services & Facilities
CSP Key Focus Area:	SC3 A healthy and active community is supported by sport and recreational infrastructure
Priority:	SC3.1 Identify and deliver sport and recreation facilities to service the community into the future.

Reason for Report

The purpose of this report is to present minutes from the meeting of the Robertson Oval Advisory Committee held at Dunedoo on 25 July 2022.

Background

Council established the Robertson Oval Advisory Committee to review and assist with the preparation of a strategy document and involve the community along with staff and possibly specialist consultants, to identify current and potential users, demand and frequency of use and importantly operation management of any new facility at the Robertson Oval complex.

Issues

Agenda items on car park and sub soil drainage works costings were not able to be discussed as the Project Manager was a late apology due to illness. It was noted that the request for quotations for the works closed on 28 July 2022, and agreed that the information be provided to the Committee via email once the costs had been established.

Potential dates for the official opening of the amenities have been sent to the Federal Government for their consideration and Council is awaiting a reply. It is hoped that the opening could be held in October.

Master Plan priorities were adjusted with the barbecue area moving up to a high priority and the shelter/shade sails up to a medium priority. The Committee is seeking costings for an electronic scoreboard and upgrade to the floodlighting system incorporating the relocation of the light poles to the outside of the oval to increase functionality of the space within the boundary.

Options

Council may wish to note the action items and adopt the recommendations from the Committee meeting.

Financial Considerations

There are no financial implications arising from the minutes. The sub soil drainage and construction of the car park that was removed from the original scope to save

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money are intended to be completed with the project budget balance of approximately \$85,000.

Community Engagement

The level of engagement for this report is to inform.

Attachment

1. Minutes of Robertson Oval Advisory Committee Meeting – 25 July 2022.

RECOMMENDATION

That Council notes the minutes of the Robertson Oval Advisory Committee meeting held at Dunedoo on the 25 July 2022.

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Item 9 Minutes of Traffic Advisory Committee Meeting – 28 July 2022

Division:	Technical Services
Management Area:	Projects
Author:	Director Technical Services – Gary Murphy
CSP Key Focus Area:	Supporting Community Life
Priority:	SC4 The long-term wellbeing of our community is supported by ongoing provision of high quality services, health and aged care, education, policing and public safety, child, youth and family support, environmental protection and land management

Reason for Report

The purpose of this report is to present minutes from the meeting of the Traffic Advisory Committee held at Coonabarabran on the 28 July 2022.

Background

Authority has been delegated to Council from Transport for NSW (TfNSW) in relation to prescribed traffic control devices and traffic control facilities. Council may only exercise its delegated function in accordance with the Delegation. The Delegation requires Council to seek advice of the NSW Police and TfNSW and this is usually done via the Local Traffic Advisory Committee. The Local Traffic Advisory Committee has no decision-making powers and is primarily a technical review committee. The Committee has four formal members; NSW Police, TfNSW, Council Representative and the Local State Member of Parliament or their nominee.

Issues

The following matters were considered by the Committee:

1. Installation of Grantham Gap Signs on Warkton Road, Coonabarabran
2. Installation of Wildlife Warning Signs on Local and Regional Roads
3. Coonabarabran Aero Club – Change of Date for Warrumbungle Wings and Things Event at Coonabarabran Aerodrome – 10 September 2022
4. Kidney Kar Charity Rally Event – 10-20 August 2022 from Cairns to Dubbo via Gold Coast
5. Installation of Remote Control 'Stock Ahead' Signage on Tongy Lane, Uarbry
6. Installation of 'No Parking' Signs on Laneway off Little Timor Street, Coonabarabran

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7. Hartwood Campfires & Country Music Festival – 301 Saltwater Road, Bomera – 3-10 April 2023
8. Mendooran and District History Group – Request for Closure of Bandulla Street, Mendooran for 170th Birthday Celebration – 8 October 2022

Options

Council may wish to adopt the recommendations from the Committee meeting.

Financial Considerations

The cost of recommendations from the meeting on the 28 July 2022 can be accommodated within existing budget allocations.

Community Engagement

The level of engagement for this report is to inform.

Attachment

1. Minutes of the Traffic Advisory Committee Meeting – 28 July 2022

RECOMMENDATION

That:

1. The minutes of the Traffic Advisory Committee Meeting held on the 28 July 2022 be noted for information.
2. Approval be granted to install Grantham Gap place name signs on Warkton Road, Coonabarabran subject to:
 - Geographical Names Board approval;
 - Council ordering and installing the signs to standard.
3. Approval be granted to Coonabarabran Aero Club to conduct the Warrumbungle Wings and Things event at Coonabarabran Aerodrome on Saturday, 10 September 2022 between 9.30am and 4.00pm subject to compliance with:
 - Traffic Management Plan
 - Traffic Guidance Scheme
 - Vehicle Management Plan
 - Risk Assessment
 - TfNSW Special Events Guide.
4. Approval be granted to Hartwood Festival to conduct the Hartwood Campfires and Country Music Festival at 301 Saltwater Road, Bomera on 3-10 April 2023 subject to compliance with and receipt of:
 - Traffic Management Plan
 - Traffic Guidance Scheme
 - Risk Assessment
 - TfNSW Special Events Guide

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- TfNSW Western Region concurrence
 - Current public liability insurance.
5. Approval be granted to the Mendooran and District History Group to close part Bandulla Street, Mendooran between Yalcogran Street and Napier Street on Saturday, 8 October 2022 from 9.00am to 4.00pm subject to compliance with and receipt of:
- Traffic Management Plan
 - Traffic Guidance Scheme
 - Risk Assessment
 - Council's Road Closure Guidelines
 - Road Occupancy Licence
 - TfNSW Special Events Guide
 - TfNSW Regional Special Events concurrence
 - Current public liability insurance.

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Item 10 Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 3 August 2022

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Manager Urban Services & Facilities – Mrs Nicole Benson
CSP Key Focus Area:	SC3 A healthy and active community is supported by sport and recreational infrastructure
Priority:	SC3.1 Identify and deliver sport and recreation facilities to service the community into the future.

Reason for Report

The purpose of this report is to present the minutes from the Coonabarabran Swimming Pool Advisory Committee meeting held at Coonabarabran on 3 August 2022.

Background

The purpose of the Advisory Committee is to assess the condition and usefulness of the existing amenities, buildings, and facilities at the Coonabarabran Swimming Pool Complex and develop a long-term strategy for upgrade and improvement to these facilities, based on existing and future sport and recreation demands of the Shire.

Issues

The Master Plan being the only agenda item was discussed at length. Some Committee members had consulted community members and pool users and provided their feedback on what stages of the Master Plan should be implemented as a priority. The recent redevelopment of the Bingara Swimming Pool was discussed in the context of budget, scope and what could be achieved at Coonabarabran Pool.

The importance of site investigations and various stages of design were outlined along with future potential funding opportunities such as Stronger Country Communities and Building Better Regions programs.

The Committee unanimously agreed that the preferred scope for the Coonabarabran Swimming Pool Complex upgrade in priority order is:

1. A 25m x 8 lane pool with an accessible ramp
2. A toddler pool with a splash park
3. New amenities.

Furthermore, the Committee unanimously agreed that Council secure and/or allocate funding to allow the investigations to take place that will ensure these stages of the Coonabarabran Swimming Pool Master Plan are shovel ready for any suitable grant funding opportunities.

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Options

Council may wish to note the minutes and adopt the recommendations from the Committee meeting.

Financial Considerations

The estimated cost to prepare a full set of redevelopment plans could be in the order of \$250,000 depending on site conditions and the scale of the redevelopment. This estimate would cover preliminary investigations such as survey, geotechnical investigations and reporting, service locations, planning approvals etc. It would also include concept design, design at stages 25%, 50%, 75% and 100%, and be followed by electrical and hydraulic specifications, consultant fees and construction drawings. Based on industry research, a budget allocation that would ensure the priority stages of the Coonabarabran Swimming Pool Master Plan are shovel ready for any suitable grant funding opportunities should be at least \$250,000.

The project is currently unfunded and preliminary stages of projects are not traditionally eligible for grants. That is, most funding bodies allocate budgets towards projects that are shovel ready with detailed designs and approvals in place.

Options to fund the project include allocation of funds through QBRS reporting and/or a dedicated budget in the 2023/24 Operational Plan.

Community Engagement

The level of engagement for this report is to inform.

Attachments

1. Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 3 August 2022.

RECOMMENDATION

That Council:

1. Notes the minutes of the Coonabarabran Pool Advisory Committee meeting held at Coonabarabran on 3 August 2022.
2. Endorses the preferred scope for the Coonabarabran Swimming Pool Complex upgrade in priority order is:
 - a. A 25m x 8 lane pool with an accessible ramp
 - b. A toddler pool with a splash park
 - c. New amenities.
3. Consider an allocation of \$250,000 in the 2023/24 Operational Plan for the purpose of investigation and design of stages 1-3 of the Coonabarabran Swimming Pool Complex Master Plan.

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Item 11 2022 Local Government NSW Annual Conference

Division:	Executive Services
Management Area:	Governance
Author:	Executive Assistant to the General Manager – Erin Player
CSP Key Focus Area:	Civic Leadership
Priority:	CL5.2 Ensure that councillors are well supported in fulfilling their role and in being accessible and actively involved in representing the local government area.

Reason for Report

The Local Government NSW 2022 Annual Conference will be held from Sunday 23 October 2022 to Tuesday 25 October 2022 at the Crowne Plaza in the Hunter Valley.

Background

A report was provided to the May Council meeting and the following resolution was made

290/2122 RESOLVED that Council:

- 1. Note the report on the LGNSW Annual Conference to be held in the Hunter Valley from 23 October 2022 to Tuesday 25 October 2022.*
- 2. Call for draft motions from councillors for the conference.*
- 3. Consider motions and Councillor attendees at the August 2022 Council meeting.*

The Annual Conference is the main policy making event for the local government sector. The event brings together representatives from Local Government Councils across NSW to provide a forum to debate against important issues relevant to local communities.

Conference key dates are as follows:

4 July 2022	Event registration opens (note: voting delegates must be registered to attend the Conference and be registered as a nominated voting delegate)
29 August 2022 12 midnight (AEST)	Deadline for submitting motions (note: the latest date motions can be accepted for inclusion in the Business Paper is 25 September 2022)

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10 October 2022 5pm (AEST)	Deadline for nominating voting delegates
23 – 25 October 2022	LGNSW Annual Conference

LGNSW is the peak body for local government in NSW, representing general purpose councils and related entities. The LGNSW Policy Platform consolidates the voices of councils across NSW, reflecting the collective positions of local government on issues of importance and guiding LGNSW in its advocacy on behalf of the local government sector. See Attachment 1 - LGNSW Policy Platform - April 2022

Attachment 2 provides information on how to submit a motion.

Council is entitled to one voting delegate attending the Conference.

Council's Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors provides for the General Manager plus up to three councillors (3) to attend the LGNSW Conference.

Accommodation has been booked for four attendees.

Draft Motion

The following motion (Attachment 3) is proposed:

'That LGNSW seek from the NSW Premier:

- a) A reaffirmation that local government is a key partner in the roll out of renewable energy generation facilities and related infrastructure across the State and to that end provide financial support to councils hosting such a development. The level of financial support from the NSW government be the reimbursement to each affected council all costs associated with assessing each proposed renewable energy project/transmission line; and*
- b) A Direction be issued to the Department of Planning & Environment and the Energy Corporation of NSW that they actively seek and heed advice from councils to ensure the environmental, social and economic costs associated with renewable energy developments and related infrastructure are not outsourced onto rural communities without fair and just financial compensation; and'*

Community Engagement

The level of engagement for this report is to inform.

Financial Considerations

Costs are yet to be determined for registration, travel, food and accommodation and will be provided as per the Policy for Payment of Expenses and the Provision of Facilities to Mayors and Councillors.

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Attachments

1. LGNSW Policy Platform - April 2022
2. LGNSW Special Conference Motions Submission Guide.
3. Motion for the Local Government Annual Conference 23-25 October 2022 and supporting documentation.

RECOMMENDATION

That Council:

1. Note the report on the LGNSW Annual Conference to be held in the Hunter Valley from 23 October 2022 to Tuesday 25 October 2022.
2. Considers the motions received from Councillors.
3. Nominates Councillor attendees for the conference.

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Item 12 Stronger Country Communities Fund – Round Five

Division:	Executive Services
Management Area:	Executive Services
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Supporting Community Life
Priority:	SC3.1 Identify and deliver sport and recreation facilities to service the community into the future

Reason for Report

To inform Council about the recent announcement from the NSW Local Government on the release of Round Five of the Stronger Country Communities Fund (SCCF).

Funding under the Resources for Regions Program has also been announced for Warrumbungle Shire

Background

The Stronger Country Communities Fund has been supporting regional communities across NSW since 2017 in helping them to deliver projects to improve the lives of residents and enhance the attractiveness of their local communities.

The Stronger Country Communities Fund (SCCF) Round 5 sees a further \$160 million in funding for community projects that increase the wellbeing of regional NSW communities, including up to \$50 million for projects delivered by community organisations. The funding available for projects in the Warrumbungle Shire Local Government Area (LGA) is \$1,370,717. Of this \$942,368 is available to Council as the applicant with the balance of the allocation open only to eligible community organisations.

The Stronger Country Communities Fund Round 5 aims to boost the wellbeing of communities in regional areas by providing new or upgraded social and sporting infrastructure, or community programs that have strong local support.

A total of \$160 million is available, including up to \$50 million for projects delivered by eligible community organisations. The funding available for projects in the Warrumbungle Shire Local Government Area (LGA) is \$1,370,717. Of this \$942,368 is available to Council as the applicant with the balance of the allocation open only to eligible community organisations. Council has been encouraged to partner with community groups as the lead applicant where the project involves council-owned infrastructure.

Projects must be for infrastructure or community programs that boost the wellbeing of regional areas through improved amenity and positive social outcomes. **Funding is available for local community and sporting infrastructure, street beautification, projects enhancing accessibility and inclusion for people with disability,**

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projects improving outcomes for Aboriginal people, and community programs and local events.

This program is administered by Department of Regional NSW.
In past rounds Council received funds and applied these funds to the following projects:

Round 1 - \$810,348

- Coonabarabran Sport and Recreation Centre - \$324,438
- Coonabarabran Sporting Complex: Multipurpose Courts - \$485,910

Round 2 – total funding \$1,597,353

- Bowen Oval: lighting construction and upgrade – \$300,670
- Leadville Hall: upgrades to the hall and construction of a new toilet block – \$486,826
- Coonabarabran Skate Park: installation of shade – \$51,283
- Baradine Skate and Activity Park: construction of a skate and activity park (Skatepark 2020) – \$168,300
- Mendooran Mechanics Institute: upgrades and construction to hall and amenities block – \$268,831
- Binnaway Bowling Club: upgrades to the outdoor lighting, kitchen and installation of children's play area – \$119,648
- Mendooran Turf Club and Golf Club: construction of new facilities including a female jockey room – \$201,795.

Round 3 – total funding \$598,116

- Coolah Jump the Stump – \$199,979.
- Dunedoo Playground Shade and Skate Park – \$60,000
- Coonabarabran Stop and Play – \$278,137
- Mendooran Park Playground – \$60,000

Round 4 – total funding available \$812,771

- No Council projects were successful in this round.

Issues

Grant amount: From \$100,000, no matching or contributory funding is required

Application opened: 5 August 2022

Application closes: 23 September 2022, 5:00 pm

Who can apply:

- Applicants must be an incorporated entity and hold an Australian Business Number (ABN), Australian Company Number (ACN), be registered with NSW Fair Trading under the Associations Incorporation Act 2009 or incorporated under an Australian federal, state or territory Act of Parliament.
- Eligible Council Applicants: NSW Regional Councils, Regional Joint Organisations of Councils, Section 355 Committees of Council
- Eligible Community Applicants: Community organisations registered as incorporated associations, Local Aboriginal Land Councils, Lord Howe Island Board, Unincorporated Far West groups.

What cannot be applied for:

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Projects are not eligible for funding if they are:

- located outside an eligible regional Local Government Area
- not submitted by an eligible entity
- located across multiple Local Government Areas boundaries
- exclusively for planning activities (e.g. master planning or heritage studies)
- for the maintenance or construction of local roads or other ongoing core service infrastructure works that are the ordinary responsibility of council or other levels of government
- for the delivery of essential or core government services funded from another source, such as local government, NSW Government or Commonwealth Government
- seeking retrospective funding to cover any project component already completed before applicants are informed of the outcome or funding is announced
- for ongoing staff or operational costs beyond two years from project announcement for programs, or any ongoing staff or operational costs for infrastructure projects
- for a general works package without specific scope, costs and location (e.g. 'upgrading lighting at sports ovals' without identifying the work required, number of sites or locations)
- exclusively for marketing, branding, advertising or product promotion, including tourism marketing
- providing direct commercial and/or exclusive private benefit to an individual or business
- not clearly providing benefits that will significantly contribute to the objectives of the Stronger Country Communities Fund.

Successful applicants will be notified confidentially from November 2022 or as soon as possible after a grant is approved, at the NSW Government's discretion.

During the writing of this report the NSW State Government announced that Warrumbungle Shire is to be the recipient of funds under Round 9 of the Resources for Regions Program. It is understood that this funding relates to Petroleum Exploration Licenses (PELs) in the Goolhi, Mullaley and Premer areas.

The amount of funding is \$1,555,555. Applications opened on 12 August 2022 and close 30 September 2022.

Options

This is a tight timeframe and it is to be recommended that a workshop be held to determine priorities.

Financial Considerations

Funding available for projects in the Warrumbungle Shire Local Government Area (LGA) is \$1,370,717. Of this \$942,368 is available to Council as the applicant with the balance of the allocation open only to eligible community organisations. 80% of the funding is to be paid upfront.

Community Engagement

Level of Engagement is to Inform.

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Attachments

1. Stronger Country Communities Fund Round 5 Program Guidelines
2. Incoming Letter Hon. Paul Toole MP – Stronger Country Communities Fund – Round Five
3. Incoming Letter Hon. Paul Toole MP – Resources for Regions – Round Nine
4. Resources for Regions – Strategic Review

RECOMMENDATION

That Council:

1. Note the report on funding under Stronger Country Communities Fund Round 5 and Resources for Regions Round 9.
2. Holds a workshop of councillors to determine priorities for applications for the funding under Stronger Country Communities Fund Round 5 and Resources for Regions – Round 9.
3. Authorises the Mayor, subject to the outcomes of the above workshop, to make a final determination of priorities for applications under the Stronger Country Communities Fund Round 5 and Resources for Regions Round 9.

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Item 13 Delegations of Authority to the General Manager

Division:	Executive Services
Management Area:	Executive Services
Author:	Executive Services Administration Officer Joanne Hadfield
CSP Key Focus Area:	Civic Leadership
Priority:	CL2 Council meets its legislative and compliance requirements and implement opportunities for organisational improvement.

Reason for Report

To comply with the Local Government Act 1993.

380 Review of Delegations

'Each Council must review all its delegations during the first 12 months of each term of office.'

To update the existing delegations to the General Manager issued on the 19 March 2020, Resolution 331/1920 reflecting the changes in legislation since that date.

Background

In pursuance of Section 335 of the Local Government Act, 1993, the General Manager is generally responsible for the efficient and effective operation of the Council's organisation and for ensuring the implementation, without undue delay, of decisions of the Council.

Issues

Council maintains a subscription to the Delegations Database with Local Government Legal that advises Council of changes to Acts and Regulations to ensure compliance and staff delegations.

Functions of the General Manager (extract from Local Government Act 1993 No 30

Chapter 11 Part 2 Section 335)

335 Functions of general manager

The general manager of a council has the following functions:

- (a) to conduct the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council,*
- (b) to implement, without undue delay, lawful decisions of the council,*
- (c) to advise the mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the council,*

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- (d) *to advise the mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the council and other matters related to the council,*
- (e) *to prepare, in consultation with the mayor and the governing body, the council's community strategic plan, community engagement strategy, resourcing strategy, delivery program, operational plan and annual report,*
- (f) *to ensure that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions,*
- (g) *to exercise any of the functions of the council that are delegated by the council to the general manager,*
- (h) *to appoint staff in accordance with the organisation structure determined under this Chapter and the resources approved by the council,*
- (i) *to direct and dismiss staff,*
- (j) *to implement the council's workforce management strategy,*
- (k) *any other functions that are conferred or imposed on the general manager by or under this or any other Act.*

Local Government Legal has advised the following changes to that delegable functions under the following Acts and Regulations since the 19 March 2020. The following Acts and Regulations have been added to the Delegations Database:

- Australia's Foreign Relations (State and Territory Arrangements) Act 2020 (Cth)
- Building and Development Certifiers Act 2018
- Building and Development Certifiers Regulation 2020
- Children's Guardian Act 2019
- Environment Planning and Assessment Regulation 2021
- Heritage Regulation 2012
- Local Government (Manufactured Home Estates, Caravan Parks, Camping Ground and Moveable Dwellings) Regulation 2021
- Local Government (General) Regulation 2021
- Waste Avoidance and Resource Recovery Act 2001
- Waste Avoidance and Resource Recovery (Container Deposit Scheme) Regulation 2017

The following Acts and Regulations have been removed from the data base, some have been replaced by the Acts and Regulations listed above.

- Building Professional Act 2005 (repealed 25.03.20)
- Dams Safety Regulation 2019 (removed from data base)
- Environment Planning and Assessment Regulation 2000 (repealed 01.02.22)
- Local Government (Manufactured Home Estates, Caravan Parks, Camping Ground and Moveable Dwellings) Regulation 2005 (repealed 31.08.21)
- Local Government (General) Regulation 2005 (repealed 20.08.21)

Options

Council may choose to review and amend any or part of the Delegations within the provisions of the Act and Regulations and Policy Authorities.

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Financial Considerations

High exposure to liability and doubtful success in court proceedings.

Attachment

1. Instrument of Delegation to the General Manager.

RECOMMENDATION

That:

1. Council delegate to the functions of the General Manager the Acts and Regulations as prescribed in the Delegation to the General Manager dated 18 August 2022 (Attachment 1) as listed to Mr Roger William Bailey from 18 August 2022, and
2. Any amendments to Acts and Legislation is automatically bestowed to the General Manager however, any new Legislation is to be endorsed by Council.
3. Council notes that this action will satisfy the requirement of Section 380 of the NSW Local Government Act 1993.

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Item 14 Council Resolutions Report

Division:	Executive Services
Management Area:	Governance
Author:	Executive Services Administration Officer – Joanne Hadfield
CSP Key Focus Area:	Civic Leadership
Priority:	CL2.1 Provide Council's leadership with a strong governance and management framework that promotes transparent and informed decision making

Reason for Report

To provide Council with updated information on the progress of Council resolutions.

Background

The General Manager is responsible for overseeing the progression of information from relevant staff to Council via the Business Paper and monthly Council meetings.

Furthermore, the General Manager is responsible for ensuring appropriate information regarding Council resolutions and deliberations are provided to Directors and relevant staff. Each Council resolution is allocated to a directorate for action. Directors and Managers provide feedback to the General Manager on the progress of resolutions each month by way of the attached Council Resolution Report. Once an item is noted by Council as being complete it is removed from the Report.

Resolutions that remain 'In Progress' for a 12 month period will be reported to Council as a separate agenda item with a new Recommendation. This will provide Council staff the opportunity to detail the history and issues of outstanding items before Council reconsiders the matter.

Issues

This feedback is provided to Council for information purposes.

Options

Nil

Financial Consideration

Nil

Community Engagement

Level of Engagement - Inform

Attachments

1. Council Resolution Report

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RECOMMENDATION

That the Council Resolution Report be noted for information.

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Item 15 Revotes and High Value Projects Report

Division:	Executive Services
Management Area:	Governance
Author:	Executive Assistant to the General Manager – Erin Player
CSP Key Focus Area:	Civic Leadership
Priority:	CL1 That Council is financially sustainable over the long term

Reason for Report

To provide Council with updated information on the progress of projects that Council has funded by revote and projects that are considered to be high value and potentially high risk.

Background

From time to time, Council endorses changes to its adopted annual budget by way of a revote. A report on those projects that have been subject to a revote is compiled, with updates provided on progress.

The General Manager is responsible for overseeing the progression of information from relevant staff to Council via the Business Paper and monthly Council meetings.

Council is provided with information on revote items and their progress in the attached report.

Issues

Nil

Options

Nil

Financial Considerations

As set out in the report.

Community Engagement

To inform the community by placing the information on Council's website through the Business Paper.

Attachments

1. Revote Report
2. High Value High Risk Revotes

RECOMMENDATION

That the Revote and High Value Projects Report be noted for information.

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Item 16 Accounting Treatment of Rural Fire Service Assets

Division	Corporate and Community Services
Management Area:	Finance
Author:	Acting Director Corporate and Community Services – Lindsay Mason
CSP Key Focus Area:	Civic Leadership
Priority:	CL1 That Council is financially sustainable over the long term

Reason for report

To provide council with guidance for the potential derecognition of Rural Fire Service RFS assets from council's accounts.

Background

During the last six years the NSW Audit Office (AO) has maintained that RFS assets are controlled by local government councils and they should be recognised on council's balance sheet. However, the NSW Local Government Code of Accounting practice (the Code), does not mandate that councils need to do so.

Based on the Code, councils need to assess whether they control any rural firefighting equipment, including buildings, in accordance with Australian Accounting Standards and recognise in their financial statements any material assets under their control, and state the relevant accounting policy in relation to the treatment. This report maintains that council does not have control of these assets, and therefore should not be recognised the Warrumbungle Shire Council balance sheet.

Issues

Based on the recent NSW Audit Office Report to the NSW Parliament, which was tabled on 22 June 2022 (Report 2021), 68 councils did not recognise RFS assets in their financial reporting for the 2020/2021 financial year.

Various arguments for non-recognition of RFS assets can be summarised as follows:

- Councils have no control over such assets as there is no benefit to councils in the pursuit of Council objectives from these assets;
- Councils have no power to deny or regulate access to others of any benefits that may arise from these assets;
- The RFS Zone Manager makes all decisions regarding maintenance, capital improvements and new assets. While councils may be consulted, they have no final decision;
- Once a capital budget is in place, the RFS Zone Manager organises all contractors and purchases. Councils, under direction, and for administrative ease, order and pay for these asset purchases. but are reimbursed for them after submitting a claim. Councils act solely as agents;

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- Councils do not make any decisions about the use of RFS buildings nor earn any income from them; and
- Councils are not involved in any decision-making about RFS budgets, purchases or sales.

Other councils that are recognising RFS assets sighted that:

- the Rural Fires Act 1997 vests rural fire-fighting equipment to council, giving Council the legal ownership;
- the service agreement governs how the RFS can use these assets for fire mitigation and safety works in a council area;
- as land owners, Council has responsibility for fire mitigation and safety works under the Rural Fires Act 1997;
- Council is responsible for maintaining the assets but has transferred this responsibility to the RFS through the service agreement;
- in the event of the loss of an asset, the insurance proceeds are used to reacquire or build a similar asset, which is again vested in Council.

A number of councils disagree with the above criteria based on non-recognition of these assets to date. This includes Leeton and Tenterfield Shire councils who have refused to recognise these assets via council resolution. Leeton also contracted BDO, a pre-eminent accounting firm, to provide advice on the legitimacy of recognising these assets in their accounts.

BDO released a technical report, which also concluded that there should be no values associated with RFS assets on Council's books. BDO detailed a technical analysis concluding that the RFS service agreement is merely a finance lease, and no values should be recorded on Council's books accordingly. However, the NSW Audit Office did not accept BDO's analysis.

Local Government NSW have also taken a stance against the recognition of RFS assets as councillors would have been aware of from the Mayoral Minute adopted at the July Ordinary Council meeting.

Options

Council has two (2) options:

1. Continue to recognise the RFS assets in its accounts and accept the cost and resources required each year; or
2. Derecognise the RFS assets from its accounts.

Financial Considerations

Council has been recognising RFS assets in its financial statements since 2017/18 financial year. Based on 2021 audited asset registers, the values and associated annual depreciation were as follows:

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RFS Asset Register

>>>> \$000				
As at 30 June 2021				
Asset Group	Gross Book Value	Accumulated Depreciation	Carrying Amount	Annual Depreciation
RFS bid specialised	4,271	901	3,371	77
RFS bid non-specialised	1,405	600	805	24
RFS fleet	8,808	4,123	4,676	487
RFS operational land	130	0	130	0
Total RFS	14,614	5,624	8,982	588

In case WSC decides to de-recognise RFS assets, this will be treated as either an error or change of accounting policy. In either case the 2022 financial statements comparatives for the Statement of Financial Position (Balance Sheet) should be restated.

Other items that council should be aware of de-recognition

Should council decide to de-recognise RFS assets, it is critical that following aspects are considered:

- Council be prepared for accepting a qualified audit opinion on the financial statements for the year ended 30 June 2022;
- It is also probable that the following years will be qualified as well on the same ground (until this matter will be resolved on a higher tier of government);
- Consider Reputational risks. For example, Armidale Regional Council presented a detailed analysis of the issue on its 29 June 2022 meeting followed by a decision from the councillors to recognise RFS assets in light of the risk of audit qualification;
- Consider if there will be other risks associated with council's operations having the financial statements been qualified. For example, will there be any issues related to obtaining new loans;
- Whenever it comes to accounting for an error or change of accounting policy, the Audit Office will consider this as an out of scope matter and will potentially charge extra audit fees.

On the other hand, if council decides to remain status quo (as it is now) then following aspects will become part of council's normal operations:

- Annual depreciation \$0.6M related to RFS (increasing every year due to new budget allocations from RFS);
- Annual capital non-cash contributions of RFS assets (about \$1M capital non-cash income every year);
- Time and resources should be allocated to manage RFS asset register; and
- Regular stock-takes should be performed every year, at council's expense.

Community Engagement Considerations

N/A

WARRUMBUNGLA SHIRE COUNCIL

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Attachments

1. NSW Audit Office – Local Government 2021 – 22 June 2022
2. BDO – Report to Leeton Shire Council – 29 November 2021

RECOMMENDATION

That Council:

1. Notes the information contained in this report.
2. Formerly move to derecognise the RFS assets from its accounts, via a change to accounting policy within the 2021/2022 Annual Financial Statements, in effect restating its accounts from 2020/2021.
3. Council accepts any qualification from the NSW Audit Office to its action to derecognise RFS assets from its accounts at 30/06/2022.

WARRUMBUNGLE SHIRE COUNCIL

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Item 17 2022 Agency Information Guide

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Manager Corporate Services – Jenni Maundrell
CSP Key Focus Area:	Civic Leadership
Priority:	CL4 To have a well-informed community that has confidence in Council's decision-making processes

Reason for Report

To seek endorsement of the 2022 Agency Information Guide.

Background

Council is required by s20 of the *Government Information (Public Access) Act 2009* ('GIPA Act') to have an Agency Information Guide (AIG). The AIG is drafted according to the requirements of the GIPA Act. The object of the GIPA Act is to open government information to the public to maintain and advance a system of responsible and representative democratic government.

Issues

After the 2021 AIG was reported to the Information and Privacy Commission (IPC), the IPC provided feedback on the document. No problems were identified in the 2021 AIG that would need to be addressed in the 2022 document.

The draft AIG for 2022 has been submitted to the Information Commissioner, which is a requirement of the IPC. Updates and changes from 2021 are the change of councillors following the local government election of December 2021, and a change in the organisation structure to name Organisational Development as Human Resources.

Once endorsed, the 2022 AIG will be published on Council's website.

A copy of the 2022 AIG is provided as an attachment.

Options

Council is required to adopt an Agency Information Guide.

Financial Considerations

Nil

Attachments

1. Draft 2022 Agency Information Guide

RECOMMENDATION

That Council endorses and adopts the 2022 Agency Information Guide.

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Item 18 Customer Service Charter

Division:	Corporate and Community Services
Management Area:	Corporate Services
Author:	Manager Corporate Services – Jenni Maundrell
CSP Key Focus Area:	Civic Leadership
Priority:	CL4 To have a well-informed community that has confidence in Council’s decision-making processes.

Reason for Report

To seek Council adoption of the reviewed *Customer Service Charter*.

Background

The current *Customer Service Charter* (‘the Charter’) was adopted by Council at its Ordinary meeting of 15 April 2021 (Resolution 296/2021). The Charter was due for review within 12 months of the local government elections, held in December 2021.

Issues

The Charter makes a commitment to the Warrumbungle community that Council customers will receive efficient, responsive and friendly service.

The draft Charter includes:

- A timeframe for response to complaints;
- Inclusion of external contact details for the NSW Ombudsman, the Office of Local Government, and the Independent Commission Against Corruption (ICAC);
- Inclusion of provision for customers to be supplied with reference numbers for enquiries; and
- Inclusion of a cover page, in line with Council’s internal *Style Guide*.

The Charter has been reviewed, and no amendments are being proposed. A copy of the draft reviewed Charter is attached.

Options

To place the reviewed Charter on public exhibition as presented, or to make amendments before public exhibition.

Community Engagement

The level of community engagement is Inform + Consult.

The community is informed through the Council business paper, website, social media, print media and customer service centres.

The community is consulted through the Have Your Say function, whereby community members are invited to make written submissions on the draft policy.

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Attachments

1. *Draft Customer Service Charter.*

RECOMMENDATION

That:

1. Council endorses the Draft Customer Service Charter for the purpose of public exhibition for a minimum of 28 days;
2. A further report be presented to Council on the Draft Customer Service Charter after the public exhibition period is completed.

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Item 19 Draft Community Liaison and Communication Policy

Division:	Corporate and Community Services
Management Area:	Corporate Services
Author:	Manager Corporate Services – Jenni Maundrell
CSP Key Focus Area:	Civic Leadership
Priority:	CL4 To have a well-informed community that has confidence in Council’s decision-making processes.

Reason for Report

To seek Council endorsement to place the reviewed *Community Liaison and Communications Policy* on public exhibition.

Background

The existing policy was adopted in March 2020. The policy was developed to clarify open and transparent processes for informing, involving and engaging the community across all aspects of Council operations and functions.

Issues

The policy aims to ensure that Council conducts appropriate community engagement and communication that, at a minimum, meets legislative requirements and encourages community participation in Council’s decision-making.

The policy sets out:

- the benefits of effective community engagement and communication;
- alignment with the Public Participation Spectrum developed by the International Association for Public Participation;
- principles of engagement and communication;
- the circumstances that Council will engage;
- community engagement plans;
- compliance with Council policy and relevant legislation;
- levels of engagement;
- responsibilities within the organisation.

There are no changes proposed resulting from the review of the policy.

Options

To place the draft reviewed policy on public exhibition as presented, or to make amendments before public exhibition.

Community Engagement

The level of community engagement is Inform + Consult.

The community is informed through the Council business paper, website, social media, print media and customer service centres.

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The community is consulted through the Have Your Say function, whereby community members are invited to make written submissions on the draft policy.

Attachments

1. Draft *Community Liaison and Communications Policy*.

RECOMMENDATION

That:

1. Council endorses the Draft Community Liaison and Communications Policy for the purpose of public exhibition for a minimum of 28 days;
2. A further report be presented to Council on the Draft Community Liaison and Communications Policy after the public exhibition period is completed.

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Item 20 Delivery Program Progress Report – 4th Quarter 2021/22

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Manager Corporate Services – Jenni Maundrell
CSP Key Focus Area:	Civic Leadership
Priority:	CL2 Council meets its legislative and compliance requirements and implements opportunities for organisational improvement.

Reason for Report

To present the quarterly Delivery Program Progress Report for the period 1 July 2021 to 30 June 2022 to Council for their information and endorsement.

Background

It is a requirement of section 404(5) of the *Local Government Act 1993* (NSW) and the Integrated Planning and Reporting Framework that regular progress reports are provided to Council with respect to the principal activities detailed in its Delivery Program. Progress reports must be provided at least every six months.

Issues

The attached report details Council's progress for the period 1 July 2021 to 30 June 2022 in carrying out and/or completing activities identified in the Delivery Program 2017/18 to 2020/21 adopted by Council at its Ordinary meeting of 15 June 2017 (Resolution 310/1617). The report highlights areas where progress is behind schedule and/or more action is required.

Due to the postponement of local government elections in 2020 in response to the COVID-19 pandemic, the four-year Delivery Program adopted in 2017 has continued for an extra 12 months. A new Delivery Program was adopted with the commencement of a new Integrated Planning and Reporting cycle, which began after the election held on 4 December 2021.

Options

Nil

Financial Considerations

Nil

Attachments

1. Delivery Program Progress Report – 30 June 2022

RECOMMENDATION

That Council endorses the Delivery Program Progress Report for the period 1 July 2021 to 30 June 2022.

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Item 21 Community Financial Assistance Donations 2022/23 – Round One

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Manager Corporate Services – Jenni Maundrell
CSP Key Focus Area:	Civic Leadership
Priority:	CL5.3 Support community organisations and groups to deliver services and programs

Reason for Report

To present the applications received in Round One of the 2022/23 Community Financial Assistance Donations totalling \$13,324.00.

Background

Community Financial Assistance Donations are made in two rounds each year under Council's *Donations Policy* contained in the Delivery Program. The purpose of the donations is to provide support up to a maximum of \$500 per round to community groups, organisations and individuals that contribute to the social, economic and/or environmental fabric of the Warrumbungle local government area.

The annual budget allocation for Community Financial Assistance Donations is \$20,000.

Issues

Applications for Round One of the 2022/23 Community Financial Assistance Donations were open from 27 June 2022 – 29 July 2022, and were promoted in local print publications, on social media and Council's website. A total of 27 applications were received, and are provided as an attachment to this report.

In accordance with Council's *Community Financial Assistance Donations Guidelines* applications are assessed against the following criteria:

1. Contribution to addressing gaps in service provision or community development programs and activities.
2. Activities which promote community development in a multicultural context and seek to address issues of access and equity.
3. Involvement from volunteers and self-help initiatives which build upon Council's contribution.
4. Consumer/user participation in management of services/activities.
5. Innovative and creative approaches to identified needs.
6. Activities which use Council funding to attract further resources and funding.

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The Guidelines also state that Council will give low priority to the following types of requests:

- Activities/services which do not attempt to become self-supporting where the potential exists through fees or other feasible income-producing activities.
- Activities of a purely social nature, which do not address the needs of disadvantaged groups.
- Activities which are eligible for support from state-wide or regional parent bodies.

The 27 applications have been assessed against the evaluation criteria. A copy of the evaluation is provided as an attachment to this report. To summarise, each of the applications met a minimum of two different approval criteria, with the majority of applications meeting either three or four approval criteria. However, four applications were for operational matters (see application numbers 3, 23, 24, 27). Those applicants were given the opportunity to put forward an alternate project for funding. Application number 3 was subsequently changed to a different project; no further correspondence was received for applications 23, 24 and 27.

Should all applications be approved for the full amounts requested, the remaining budget for round two of Community Financial Assistance Donations 2022/23 would be \$6,676.00, raising an issue of equity for the second round applicants. The recommended donation amounts reflect the annual budget.

A summary of the applications received is provided in the table below. Note, the reference number refers only to the order the applications were received.

Table 1 – summary of applications

Ref	Applicant/s	Project description	Amount requested (\$)	Recomm'd donation (\$)
1	Coonabarabran Highland Pipes and Drums	Purchase of materials to further develop and establish band	500.00	400.00
2	St Lawrence's Primary School	Interactive Indigenous garden area	500.00	400.00
3	Coonabarabran Swimming Club	(New posts for backstroke flags: operational matter – withdrawn) Pace clock	500.00	400.00
4	Coolah Lions Club	Driver Reviver building refurbishments	500.00	400.00
5	Warrumbungle Domestic Violence Committee	Promote community awareness	500.00	400.00
6	Pandora Gallery	Basket weaving demonstration and lessons	500.00	400.00
7	Binnaway Tennis Club	Painting Binnaway Tennis Club and	500.00	400.00

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		Boxing Gym bathrooms		
8	Dunedoo & District Historical Society and Museum	Dunedoo and District Oral History Project	500.00	400.00
9	Baradine PA&H Association	2023 Baradine Show – ground preparation/post clean- up	500.00	400.00
10	Borah Creek Land Managers	Purchase of tables and chairs for public hall	500.00	400.00
11	Mendooran PA&H Association	Running expenses for art exhibition	500.00	400.00
12	Coolah Crafts	Crafts and activities day at Coolah Craft Shop	500.00	400.00
13	Coonabarabran CWA	Purchase of sanitary disposal unit and change table	424.00	400.00
14	Baradine Preschool	Contribution to new storage shed	500.00	400.00
15	Tunes on the Turf	Purchase of tear drop banners to promote event in Dunedoo	500.00	400.00
16	Dunedoo Tennis Club	Contribution to repairs on clubhouse following vandalisation of door and windows	500.00	400.00
17	Dunedoo and District Development Group	Assist Dunedoo Landcare with running costs of Carp Muster	500.00	400.00
18	Brothers United	Sponsorship to assist with cost of entering local team in 50th Koori Knockout rugby league carnival	500.00	400.00
19	Coolah Junior Sports Club	Offset costs of facility hire	500.00	400.00
20	Binnaway Progress Assn	Install tree guard and possibly move/replace tree in Len Guy Park	400.00	400.00
21	Binnaway Progress Assn	Install CCTV at Pumphouse Campground	500.00	400.00
22	Coolah and District Historical Society	Replace signs of historic value that have been damaged/removed from the Coolah area	500.00	400.00
23	Coolah Touch Football	Change locks at Coolah ovals to	500.00	0

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		matching sets (ineligible – security of oval is an operational matter)		
24	Three Rivers Little Athletics	Change locks at Coolah ovals to matching sets (ineligible – security of oval is an operational matter)	500.00	0
25	Coolah Swimming Club	Event to encourage new families to the club; update equipment	500.00	400.00
26	Mendooran and District History Group Inc	Purchase of video recording equipment	500.00	400.00
27	Coolah Roos Rugby Club	Change locks at Coolah ovals to matching sets (ineligible – security of oval is an operational matter)	500.00	0

Options

Council may approve or decline any or all applications for Community Financial Assistance Donations. The attached applications and evaluation summary are provided to assist in deliberations.

Financial Considerations

The total amount recommended among the 27 applications is \$9,600.00. This amount falls within the annual budget of \$20,000 and leaves \$10,400 budgeted for the second round of donations.

Community Engagement

The level of community engagement for this item is Inform.

Information is provided by way of the business paper report, which is published on the Council website.

Attachments

1. 27 applications for Round One of the 2022/23 Community Financial Assistance Donations.
2. Evaluation sheet used to assess applications against criteria.

RECOMMENDATION

That Council funds the following applications under Round Two of the Community Financial Assistance Donations 2022/23, at a total cost of \$9,600.00.

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Applicant name/s	Amount (\$)
Coonabarabran Highland Pipes and Drums	400.00
St Lawrence's Primary School	400.00
Coonabarabran Swimming Club	400.00
Coolah Lions Club	400.00
Warrumbungle Domestic Violence Committee	400.00
Pandora Gallery	400.00
Binnaway Tennis Club	400.00
Dunedoo & District Historical Society and Museum	400.00
Baradine PA&H Association	400.00
Borah Creek Land Managers	400.00
Mendooran PA&H Association	400.00
Coolah Crafts	400.00
Coonabarabran CWA	400.00
Baradine Preschool	400.00
Tunes on the Turf	400.00
Dunedoo Tennis Club	400.00
Dunedoo and District Development Group	400.00
Brothers United	400.00
Coolah Junior Sports Club	400.00
Binnaway Progress Assn	400.00
Binnaway Progress Assn	400.00
Coolah and District Historical Society	400.00
Coolah Swimming Club	400.00
Mendooran and District History Group Inc	400.00

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Item 22 Investments and Term Deposits – month ending 31 July 2022

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Finance Officer – Rachael Carlyle
CSP Key Focus Area:	Civic Leadership
Priority:	CL1 That Council is financially sustainable over the long term

Reason for Report

As required by clause 212 of the *Local Government (General) Regulation 2005*, the details of all monies invested by Council under section 625 of the *Local Government Act 1993* must be reported to Council at each Ordinary Meeting.

Background

Council is authorised by s 625 of the *Local Government Act 1993* (the Act) to invest its surplus funds in the forms of investment notified in an Order of the Minister dated 12 January 2011.

Clause 212 of the *Local Government (General) Regulation 2005* (the Regulation) requires a Council to provide a written report to the Ordinary Meeting of Council giving details of all monies invested and a certificate as to whether or not the investments have been made in accordance with the Act, Regulations and Council's Investment Policy.

Issues

Comments on Performance

Marketable Securities, Term Deposits and At Call Investment Accounts

In accordance with regulatory requirements and Council's Investment Policy, the majority of Council's current investment portfolio continues to be invested in term deposits and at call accounts.

Marketable Securities

Council currently holds no Marketable Securities.

Term Deposits

During the month, \$1,500,000.00 worth of term deposits matured, earning Council a total of \$6,097.41 in Interest.

In July, the following placements were made into term deposits:

- \$500,000.00 with AMP at a rate of 2.40%

The balance of the term deposits at the end of the month was \$23,000,000.00.

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At Call

At call accounts are used to hold funds for shorter periods and generally are adjusted on a weekly basis to meet cash flow requirements. During the month, \$4,881.72 interest was earned on the balances in the accounts and net transfers of (\$500,015.00) were made from these accounts resulting in a month end balance of \$2,034,673.13.

Cash at bank balance

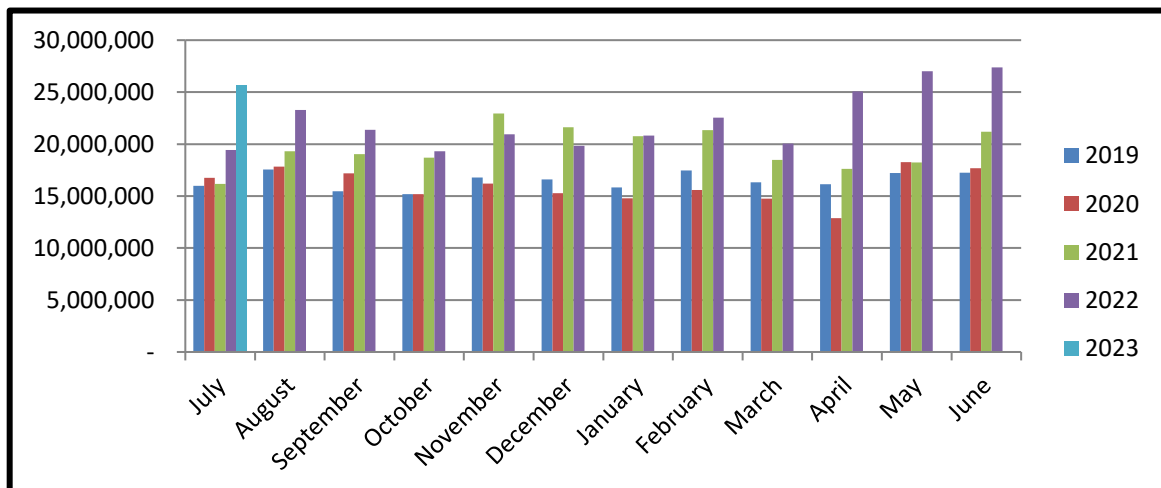
In addition to the at call accounts and term deposits, as at 31 July 2022, Council had a cash at bank balance of \$590,953.34.

Income Return

The average yield on Investments council held for July 2022, of 1.2361%. Council uses the Bank Bill Swap Rate (BBSW) supplied by the Australian Securities Exchange (ASX) which was 2.1208 % for the month of July. The performance of investments for July, based on the comparison, was the portfolio underperformed by 0.8847%. This is due to some of the investments being placed in a low interest setting in 2021. Yields are expected to improve in the future, with the impact of higher interest rates.

Council's budget for year 2022/23 for interest on investments is \$90,000.00. At the end of July 2022, the amount of interest received and accrued should be around 8.33% of the total year budget, i.e. \$7,500.00. On a year to date basis, interest received and accrued totals \$37,019.70, which is 41.133% of the annual budget. This figure is increased due to the advanced payment of the Financial Assistance Grant, of which the funds were placed on investment in 2021/22 and the increase in interest over the past few months.

Graph by Month Investments



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Table 1: Investment Balances – 31 July 2022

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
At Call Accounts							
NAB	1-Nov-18	At Call	at call	ADI	ADI	0.05%	1,502,147.96
ANZ	2-Nov-18	At Call	at call	ADI	ADI	0.01%	6,679.13
CBA At Call	4-Nov-18	At Call	at call	ADI	ADI	0.01%	525,846.04
							2,034,673.13
Term Deposits							
NAB	29-Sep-21	17-Aug-22	322	ADI	ADI	0.35%	1,000,000.00
CBA	26-Oct-21	07-Sep-22	316	ADI	ADI	0.44%	1,500,000.00
MAQ	28-Sep-21	28-Sep-22	365	UMG	UMG	0.40%	1,000,000.00
WBC	29-Nov-21	19-Oct-22	324	ADI	ADI	0.45%	1,000,000.00
WBC	29-Nov-21	09-Nov-22	345	ADI	ADI	0.50%	1,000,000.00
AMP	24-Nov-21	24-Nov-22	365	LMG	LMG	1.00%	1,000,000.00
NAB	28-Jan-22	14-Dec-22	320	ADI	ADI	0.67%	1,000,000.00
CBA	06-Dec-21	15-Dec-22	374	ADI	ADI	0.55%	1,500,000.00
NAB	19-Jan-22	19-Jan-23	365	ADI	ADI	0.68%	1,000,000.00
MAQ	07-Feb-22	07-Feb-23	365	UMG	UMG	0.75%	500,000.00
NAB	28-Feb-22	23-Mar-23	388	ADI	ADI	0.83%	1,000,000.00
MAQ - Sewer Fund	03-Mar-22	20-Apr-23	413	UMG	UMG	0.95%	500,000.00
CBA - Sewer Fund	29-Apr-22	20-Dec-22	235	ADI	ADI	2.00%	2,000,000.00
WBC	29-Apr-22	10-May-23	376	ADI	ADI	2.50%	1,000,000.00
WBC	29-Apr-22	31-May-23	397	ADI	ADI	2.50%	1,000,000.00
MAQ	29-Apr-22	21-Jun-23	418	UMG	UMG	2.05%	1,000,000.00
WBC	29-Apr-22	12-Jul-23	439	ADI	ADI	2.55%	1,000,000.00
CBA	10-May-22	10-Oct-22	153	ADI	ADI	1.91%	1,000,000.00
WBC	20-May-22	01-Nov-22	165	ADI	ADI	1.91%	1,000,000.00

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NAB	30-May-22	05-Dec-22	189	ADI	ADI	2.13%	1,000,000.00
WBC - Water Fund	31-May-22	03-Jan-23	217	ADI	ADI	1.92%	1,500,000.00
AMP	05-Jul-22	04-Oct-22	91	LMG	LMG	2.40%	500,000.00
						Sub-Total	23,000,000.00
						Total	25,034,673.13

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Credit Rating Legend

P	Prime
ADI	Big Four – ANZ, CBA, NAB, WBC
HG	High Grade
UMG	Upper Medium Grade
LMG	Below Upper medium grade

Table 2: At Call and Term Deposits – Monthly Movements

Bank	Opening Balance	Interest Added to Investment or Redeemed	Net Placements/ Withdrawals	Closing Balance
NAB	2,001,408.42	739.54	(500,000.00)	1,502,147.96
ANZ	6,694.08	0.05	(15.00)	6,679.13
CBA At Call	521,703.91	4,142.13		525,846.04
Total at call	2,529,806.41	4,881.72	(500,015.00)	2,034,673.13
AMP	500,000.00	3,380.14	(503,380.14)	
NAB	1,000,000.00	2,717.27	(1,002,717.27)	
NAB	1,000,000.00			1,000,000.00
CBA	1,500,000.00			1,500,000.00
MAQ	1,000,000.00			1,000,000.00
WBC	1,000,000.00			1,000,000.00
WBC	1,000,000.00			1,000,000.00
AMP	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
CBA	1,500,000.00			1,500,000.00
NAB	1,000,000.00			1,000,000.00
MAQ	500,000.00			500,000.00
NAB	1,000,000.00			1,000,000.00
MAQ - Sewer Fund	500,000.00			500,000.00
CBA - Sewer Fund	2,000,000.00			2,000,000.00
WBC	1,000,000.00			1,000,000.00
WBC	1,000,000.00			1,000,000.00
MAQ	1,000,000.00			1,000,000.00
WBC	1,000,000.00			1,000,000.00
CBA	1,000,000.00			1,000,000.00
WBC	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
WBC - Water Fund	1,500,000.00			1,500,000.00
AMP	-		500,000.00	500,000.00
Total Term deposits	24,000,000.00	6,097.41	(1,006,097.41)	23,000,000.00
Total	26,529,806.41	10,979.13	(1,506,112.41)	25,034,673.13

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Compliance with Council's Investment Policy

Council's Investment portfolio is 100% compliant.

The table below provides compliance status against the Investment Policy:

Institution	Credit Rating	Investment \$	Actual Exposure	Max. Limit per Policy	Compliance status
Tcorp	Prime	-	0.00%	33.30%	Compliant
	Total Prime	-	0.00%	100.00%	Compliant
ANZ	ADI	6,679.13	0.03%	33.30%	Compliant
CBA	ADI	6,525,846.04	26.07%	33.30%	Compliant
WBC	ADI	7,500,000.00	29.96%	33.30%	Compliant
NAB	ADI	6,502,147.96	25.97%	33.30%	Compliant
	Total ADI	20,534,673.13	82.02%	100.00%	Compliant
MAQ	UMG	3,000,000.00	11.98%	20.00%	Compliant
	Total UMG	3,000,000.00	11.98%	60.00%	Compliant
ME	LMG	-	0.00%	10.00%	Compliant
AMP	LMG	1,500,000.00	5.99%	10.00%	Compliant
	Total LMG	1,500,000.00	5.99%	10.00%	Compliant
	Grand Total	25,034,673.13	100.00%		

Certification of Responsible Accounting Officer

I hereby certify that the investments listed in the report above have been made in accordance with section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005* and Council's Investments Policy.

Responsible Accounting Officer

RECOMMENDATION

That Council accept the Investments Report for the month ending 31 July 2022 including a total balance of \$25,625,626.47 being:

- \$2,034,673.13 in at call accounts.
- \$23,000,000.00 in term deposits.
- \$590,953.34 cash at bank.

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Item 23 Road Closure Cassilis Street Extension

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Director Technical Services – Gary Murphy
CSP Key Focus Area:	Supporting Community Life
Objective:	SC4 The long-term wellbeing of our community is supported by ongoing provision of high quality services, health and aged care, education, policing and public safety, child, youth and family support, environmental protection and land management.

Reason for Report

The purpose of this report is to seek Council's approval to follow the process to close an unformed portion of Cassilis Street, Coonabarabran and, once the road is closed, sell the land to the adjoining landowner for the purpose of constructing an access to his property.

Background

The landowner of Lot 1, DP528474, Coonabarabran has for a number of years attempted to gain access to his property off Camp Street.

There is an unformed portion of Cassilis Street (which is a public road in respect of which the Council is the roads authority) that will allow access to his property.

A plan showing the property and unformed road is included in Attachment 1.

An investigation on the history of the road (to be satisfied that the land is in fact a Council public road) is included in Attachment 3.

The adjoining landowner was advised that he would need to form the road to Council's standard at his cost and once formed it would be a public road.

An alternative option, is for Council to close the unformed portion of Cassilis Street and sell the land to the adjoining property owner. The landowner would then be free to construct an access to his standard, which is likely to be at a lower cost than a public road.

In accordance with Council's Disposal of Council Assets Policy, for purchaser-initiated closures and sales, the costs associated with the road closure will be borne upfront by the prospective purchaser.

The landowner has been informed of this and he has accepted that he is responsible for all Council's costs as well as the cost of the land.

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The landowner has been advised that any roadway or driveway constructed on the alignment of the Cassilis Street extension may have gradients on average of 13% which may prove challenging to construct.

The landowner has also been advised that Council may not agree to the road closure. Should Council agree to the road closure, interested parties will be notified and may object.

The landowner has noted this and, on this basis, a deed has been prepared between the property owner and Council.

Issues

The land comprising a public road cannot be sold until it is formally closed in accordance with the provisions of the Roads Act 1993.

The process for closing a road is outlined in the flowchart in Attachment 2.

The first step is for the Council to be satisfied that the three circumstances in section 38A of the Roads Act 1993 are met. Section 38A provides as follows:

38A When council may close council public road

A council may propose the closure of a council public road for which it is the roads authority if—

- (a) the road is not reasonably required as a road for public use (whether for present or future needs), and*
- (b) the road is not required to provide continuity for an existing road network, and*
- (c) if the road provides a means of vehicular access to particular land, another public road provides lawful and reasonably practicable vehicular access to that land.*

As can be seen from the plan at Attachment 1, the road is not formed, does not link with the existing road network and does not provide practical legal access to any land. The road is not reasonably required as a road for public use because the only land that the road could service is that of the landowner, and the land can be serviced by a private driveway rather than a public road which the Council would be required to maintain.

Subsection (c) is not applicable. Whilst some road works have been carried out on the road, it is not formed and does not provide any practical vehicular access to particular land.

Under section 38E, the land comprising a former public road that was previously vested in the Council, remains vested in the Council (rather than the Crown), unless no construction has ever taken place.

Whilst the road is not formed, there is evidence of some construction having been carried out in the past and this is sufficient for the land to remain vested in the Council upon closure, thereby allowing the Council to sell the land.

A formal Council resolution is required to initiate the road closure process. This then initiates notifications to interested parties who may lodge submissions.

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Council will then need to consider any submissions and determine to proceed or not.

The appropriate forms will then need to be lodged with the NSW Land Registry Services who will arrange for gazettal and create the title for the closed road.

Once this is received, Council can then proceed with the sale process to the landowner in accordance with Council's policy.

Options

Council has no obligation to either form the extension of Cassilis Street or proceed with the closure of the road.

Council has no need for the Cassilis Street extension now or into the foreseeable future.

Financial Considerations

All costs associated with the road closure will be borne by the landowner. It is estimated that these costs will be \$5,370 excluding GST.

In accordance with s43 of the Roads Act 1993, funds from the sale of roads are required to be set aside for acquiring land for public lands or for carrying out work on public roads.

It is estimated that the cost of land at valuation (subject to confirmation) will be in the order of \$4,517.

Community Engagement

Crown Lands have been consulted on the road closure process.

The landowner has been consulted on the process and costs associated with this proposed road closure. As part of the road closure process, there will be a formal consultation process where interested parties will be advised and given an opportunity to make a submission.

A Deed of Agreement for closure and sale of the road has been entered into by the landholder with Council to execute upon formal resolution.

Attachments

1. Locality Plan of Unformed Access Road to Lot 1, DP528474 – Cassilis Street (extension), Coonabarabran
2. Road Closure Flow Chart
3. Investigation on the History of Cassilis Street (extension), Coonabarabran
4. Deed of Agreement for Closure and Sale of the Road (*Confidential*)

RECOMMENDATION

That Council:

1. Agrees to close the unconstructed public road adjoining Lot 1 DP528474, Lot 7321 DP1146573 and Lot 430 DP753378 in accordance with Part 4 Division 3 of the Roads Act 1993.

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2. Advertise the proposed road closure stating that the land will vest in Council and delegate authority to the General Manager to consider any submissions and make a decision on the proposal under s38D Roads Act.
3. Upon vesting in Council, the land comprising the old public road is classified as operational land.
4. Sell the land comprising former public road to the adjoining landowner and delegate authority to the General Manager to negotiate and execute any document associated with the transfer.
5. Authorise the General Manager to sign all documents associated with the conveyancing transaction (including a Client Authorisation Form to affect the transaction).
6. In addition to the Deed of Agreement for the payment of all costs associated with the road closure, acquisition and sale a \$10,000 'up front' bond is required.

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Item 24 Project Update - Binnaway Sewerage Scheme Business Case and Mendooran Sewerage Scheme Preliminary Options Assessment

Division:	Environment and Development Services
Management Area:	Warrumbungle Water
Author:	External Project Manager – Chris Devitt
CSP Key Focus Area:	Supporting Community Life
Priority:	SC4.4 The future requirements for water and power are identified and adequately planned for by service providers

Reason for report

To update Council on the progress of the development of the Business Case for the Binnaway Sewerage Scheme and the Mendooran Sewerage Scheme Preliminary Options Assessment and seek approval on how to progress these projects.

Background

Council has received funding under the Safe and Secure Water Program (SSWP) to progress the provision of sewerage to Binnaway and Mendooran. This involves the development of a Business Case for a Sewerage Scheme for Binnaway, valued at \$530,000 with 75% funding being provided under SSWP. Funding of \$38,000 has also been provided for the development of a Preliminary Options Assessment for a Sewerage Scheme for Mendooran. The Preliminary Options Assessment for Mendooran has been completed. The Business Case for Binnaway has involved the completion of an Options Study, but, along with the Mendooran project is yet to progress to the stage of community consultation.

Issues

The main reason that these projects have not progressed to community consultation resolves around the preliminary costs associated with the projects and whether they would be affordable for the residents if Binnaway and Mendooran.

The Binnaway Options Study completed in March 2020 as part of the overall Business Case development identified the capital cost of the preferred option to be in the order of \$7.0-\$7.3M.

The Mendooran Preliminary Options Report completed in October 2020 identified the capital cost of the preferred option to be around \$6.0M.

Both reports stressed that these cost estimates should not be used for budgeting purposes but were provided to enable a comparison of the costs of a number of options to undertaken.

Since 2020, there has been a significant increase in the capital cost of sewerage projects within NSW due to supply chain issues as well as the number of similar projects currently underway or planned to commence in the near future and the

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associated shortage of contractors to undertake this work. Therefore, the order of cost of these projects is likely to have increased by as much as 50% to around \$10.5-\$11M for Binnaway and \$9.0M for Mendooran and will continue to increase in the near term, while ever these constraints exist. Given the time required to complete the Business Case, undertake Concept Designs and associated pre-construction activities and call for design and construct tenders, Council should be working on a Capital Cost of around \$12M for initial budgeting purposes for the Binnaway Sewerage project and \$10M for Mendooran.

Funding of up to 75% of the Capital Cost of the project is potentially available under the SSWP program. However, under the DPE Water risk prioritisation process, projects are only likely to receive funding if they have a risk score of 5. At the present time the Binnaway Sewerage Scheme, as well as the Mendooran Sewerage Scheme, both have a risk score of 2, and are therefore unlikely to qualify for funding support for many years.

Review of Risk Scores

Council has sought to have the risk scores for Binnaway and Mendooran reviewed on two separate occasions following reports to Council in February and August 2021. From the minutes of the February 2021 Council meeting, Council resolved the following;

Item 20 Binnaway Sewerage Scheme Project Progress Report

237/2021 RESOLVED that Council:

- 1. Notes the information contained in the Binnaway Sewerage Scheme Project Progress Report.*
- 2. Finalises the options study and continues to progress phase 2 of this project as outlined in the Funding Deed with DPIE.*
- 3. Receive a further update report on this project once the outcome of Council's request to review the Risk score from 2 to 5 is known*

From the minutes of the August 2021 Council meeting (after Council had been advised by DPIE that the risk scores would not change), Council resolved the following;

Item 15 Binnaway and Mendooran Sewerage Scheme Risk Prioritisation and Funding

48/2122 RESOLVED that Council:

- 1. Notes the information contained in the Binnaway and Mendooran Sewerage Scheme Risk Prioritisation and Funding Report.*
- 2. Challenges the determination of the Department of Planning, Industry and Environment on Council's risk score review submission for the Mendooran and Binnaway Sewerage Schemes.*
- 3. Receives a further update report on the matter once a new outcome of the risk score review for Mendooran and Binnaway Sewerage Schemes has been determined.*

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4. *Defers the progression of the Binnaway Sewerage Scheme Concept Design until a new outcome of the risk score review for Mendooran and Binnaway Sewerage Schemes has been determined.*

Council staff subsequently submitted an additional request for the risk scores for both the Mendooran and Binnaway Sewerage Schemes to be reviewed. After numerous follow up requests for the matter to be addressed a verbal response has now been provided by DPE Water indicating that the risk scores would not be changed. DPE Water have further advised that this advice will be conveyed formally to Council in the near future.

Options

Council needs to decide whether it wishes to continue with the development of the Binnaway Sewerage Scheme Business Case and the development of the Mendooran Sewerage Scheme, given the likelihood that the capital cost of these projects will need to be funded entirely by Council.

The previous report in February 2021 canvassed a number of potential funding options for these projects, which have been updated as outlined below.

Option 1 - Proceed with the project without any external funding support, including completion of the Binnaway Business Case development as a matter of priority, with the full construction cost to be met by Council, based on one of the following scenarios:

- The property owners of Binnaway, who would benefit from the scheme, be required to pay the full capital cost of this project. This could be achieved by Council taking out a loan, over a long period to reduce annual loan servicing costs, and levying the Binnaway community with a charge to service this loan. This charge would be in addition to normal sewerage charges which will become applicable once the sewerage scheme is in operation. A \$12.0M loan of 4% over 20 years would result in an annual cost per connected property of around \$3,200 per annum to cover these capital costs. A similar \$10.0M loan for the Mendooran Sewerage project would also result in an annual cost per connected property of around \$3,200 per annum to cover these capital costs.
- The capital cost could be shared amongst the approximately 2,700 property owners across the whole Warrumbungle LGA who have sewerage connections, again via an additional levy established specifically to service the loan required to fund the construction of the Binnaway Sewerage Scheme. This approach could have longer term consequences for ratepayers when other similar scale projects need to be funded in the future, due to the precedent this project sets and the expectations created across the community. For example, the future provision of sewerage to Mendooran could face similar challenges. If this approach was taken, the order of additional cost per connected property to fund the capital cost of sewerage for Binnaway and Mendooran would be around \$570 per annum over a 20yr term.

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Council has recently resolved to increase sewer charges over a number of years to build financial capacity within the sewer fund to deliver a number of large-scale infrastructure projects, including new STPs at Coonabarabran and Coolah and an upgrade of the Dunedoo STP. The financial modelling associated with this program of works does not include the cost of either the Binnaway or Mendooran Sewerage Schemes. However, this approach of adopting a whole-of-LGA approach to funding major capital works, rather than having individual projects funded only by those communities who directly benefit from the project, sets a precedent that should ultimately be extended to the residents of Binnaway and Mendooran, if Council resolves to proceed with these projects.

Option 2 - Defer consideration of the project until a significant level of external funding support could be accessed.

Given there is little likelihood of SSWP funding being provided in the short to medium term, Council may seek to access funding through other programs, either State or Commonwealth. In order to ensure Council is in a position to respond to opportunities to secure external funding, it should aim to have the project as “shovel ready” as possible. This should include completing the Business Case as soon as possible, to provide Council with a detailed understanding of the project and enable a comprehensive funding application to be submitted if and when the opportunity arises.

Council should, however, recognise that there is a pressing need to act to address the environmental, safety and health risks in Binnaway caused by the existing on-site sewage systems. At the same time the costs involved in constructing such a system are increasing significantly. Therefore, any deferral of the project needs to be carefully considered and should not extend indefinitely.

Option 3 - Assessing options to address the contamination issues associated with on-site sewage systems/septic tanks.

It is the responsibility of the owner or occupier of premises to ensure that on-site sewage management systems are designed, installed and managed so that pollution of groundwater or surface waters does not occur, and so that there is no risk to public health, safety and the environment from the operation of an on-site sewage management system.

Council has an obligation to inspect these systems and, where necessary, compel owners to undertake works to ensure there is no ongoing environmental, safety or health risks associated with the operation of these systems.

In order to address the current risks that exist in Binnaway and Mendooran in the immediate term, Council could consider undertaking a program of inspections and identification of the highest risk on-site sewage systems within Binnaway and Mendooran. This would not only allow for action to be prioritised to address any issues but would also provide both Council and the community with a clear understanding of the scale of the problem and the level of expenditure required to adequately address these issues. This could also help gain acceptance amongst the community of the need for an appropriate long-term solution through the construction of a sewerage system, and for individual property owners to understand the real

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value of such a system especially in terms of environmental, safety and health outcomes.

On-site disposal could still be allowed on larger residential lots utilising systems such as Envirocycle. However smaller lots, where on-site disposal is deemed unsuitable, would possibly need to install a pump-out system. These would need to be emptied on a regular basis, with the sewage transported to a nearby STP, such as Coonabarabran and Dunedoo.

Based on a typical household generating around 170kl of sewage per year, this could result significant annual disposal costs, with up to 17 loads per year based on using a 10,000-litre tanker. The annual cost of this option is likely to be much higher for these households than the cost of contributing towards the repayment of a loan to construct a fully operational sewerage system, particularly as the loan repayments would be for a limited period based on the term of the loan whereas the annual disposal costs would be a permanent annual cost for these households.

Council staff have the knowledge to undertake the above in-house, though may need external assistance due to resourcing capacities being stretched.

Proposed way forward

The ongoing environmental and health risks posed by the current situation with septic tanks in both Binnaway and Mendooran must be addressed, as the “do nothing” option is not an option. The most effective long-term solution is for fit-for-purpose sewerage systems to be constructed in both towns. The residents of these two towns should enjoy the same environmental and health standards as all the other towns in the Warrumbungle LGA.

Therefore, Council should progress with the development of Business Case for Binnaway and the Concept Design for Mendooran as a matter of priority. This will not only enable Council to fully understand the issues around the construction and operation of these schemes, including their capital and operational costs, but also will also ensure Council is in a position to secure external funding for these projects if and when such opportunities arise.

Should external funding not be forthcoming within a reasonable time period, Council will need to engage with the entire shire community to discuss funding options for these projects. This discussion should be undertaken no later than during preparation of the 2024/25 Delivery Program, and, in the absence of any external funding, be based on the entire cost of the projects being borne by the residents of Binnaway and Mendooran as well as all existing property owners across the LGA currently connected to sewer.

Financial Considerations

The significant time delay in DPE Water responding to this request for the risk scores to be reviewed has created issues with Infrastructure NSW (INSW) who are the funding body overseeing Councils expenditure of the \$530,000 grant for development of the Binnaway Sewerage Scheme Business Case. The lack of progress on finalisation of this Business Case, which was originally scheduled for completion in December 2020, but is now scheduled for completion in late 2023, has resulted in INSW threatening to terminate the funding deed for this project. This is despite Council advising that the delay in progressing the project has been exacerbated by

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the length of time it has taken for DPE Water to respond to the two (2) requests from Council to review the risk score for these projects.

The order of cost of the Binnaway Sewerage Scheme is estimated at around \$12.0M. The development of the Business Case includes undertaking a Concept Design for the scheme as well as a detailed financial estimate and funding strategy. This will enable Council to gain a more accurate understanding of the cost and affordability of this project.

To progress the Mendooran Sewerage Scheme project, with the next phase involving community consultation, development of a Concept Design and preparation of technical specifications, preliminary environmental assessment and geotechnical investigations, likely to cost in the order of \$250,000. To progress Mendooran to the next stage, funding will need to be obtained.

Community Engagement

The next phase of the Binnaway Sewerage Scheme Business Case involves engaging with the community on the current status of the project and will provide the opportunity for discussion on how the project may progress in the coming months.

RECOMMENDATION

That Council:

1. Notes the information contained in the Project Update - Binnaway Sewerage Scheme Business Case and Mendooran Preliminary Options Assessment Report.
2. Commit to completing the Binnaway Sewerage Scheme Business Case as a matter of priority.
3. Commit to development of a full Business Case for the Mendooran Sewerage Scheme, including Concept Design, preliminary environmental assessment and geotechnical investigation, development of technical specifications and detailed cost estimates, at an estimated cost of \$250,000, pending availability of external funding.
4. Continues to pursue external funding opportunities to reduce the cost of these two projects on Warrumbungle Shire residents.

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Item 25 Smoke Testing Project Report

Division:	Environment and Development Services
Management Area:	Warrumbungle Water
Author:	Warrumbungle Water Project Engineer – Thomas Cleary
CSP Key Focus Area:	Supporting Community Life
Priority:	SC6.1 Take enforcement action against owners of properties with unsafe, dangerous or unhealthy conditions.

Reason for report

To inform Council regarding the history of the sewerage system smoke testing project, the outcome of the project to date, and to clarify the responsibility regarding property connections to the Warrumbungle Water reticulation sewer.

Background

Smoke testing was performed Shire wide in Council's towns with gravity sewer collection systems (Coolah, Dunedoo, Coonabarabran) in late 2017. The purpose of the project was to assess the state of the existing sewer reticulation network and determine if there were any stormwater infiltration points. Baradine was not tested during these works as Baradine sewerage system operates using a vacuum system, and smoke testing will not work for this system.

Stormwater infiltration into the sewerage reticulation system puts excessive pressure on the sewerage treatment plants and can result in the capability of the plant being exceeded. Stormwater can enter the sewerage reticulation network via defects in both the reticulation network (which is the responsibility of Council to maintain and operate) and the private sewerage network (which is the responsibility of the property owner to maintain and operate).

External contractors, Interflow, were engaged to undertake the smoke testing project. The scope of the project included the assessment of both the private and public sewerage networks. In total, 825 defects within the private sewerage network were reported to Council at the completion of the project. These defects vary in nature however all relate to stormwater infiltration points to Council's reticulation sewerage system. Between January and March 2022 defect notices were issued to customers via a letter format in Coolah and Dunedoo. A total of 87 notices were issued in Dunedoo and 140 in Coolah.

Issues

Of the defect notices that were issued to customers in both Dunedoo and Coolah there has been a variance in feedback regarding the responsibility of Warrumbungle Shire Council and the property owner, as in who maintains and services particular parts of the Council's reticulation system. This has led to a delay in issuing defect

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notices to customers in Coonabarabran to allow Council to develop a position on the responsibilities of the Warrumbungle Water and the customer.

Further to that, of the 87 notices that were issued to customers in Dunedoo, Council has verified that 43 have been completed whilst 44 defects have not been addressed. Of the 140 notices that have been issued to residents in Coolah, 43 have been completed and 97 defective properties have not been addressed. Further follow up with these property owners is underway.

Prior to issuing notices to the 553 properties in Coonabarabran detected through smoke testing with defects, clarification on who maintains connections and internal property sewage drainage infrastructure is required.

As the current situation stands there are two (2) ways that a customer's property can interface with Warrumbungle Water's reticulation sewer. The reticulation sewer can either be located within the road reserve (within the road carriageway itself or the verge); this example (called Scenario 1 for the purpose of this report) requires a property connection sewer to drain sewerage from the customers lot to the reticulation sewer. The second example (called Scenario 2) involves the reticulation sewer running through a customer's lot; this only requires a property connection as the customers lot is being serviced by the reticulation sewer. Attachment 1 provides a layout diagram demonstrating the two different scenarios.

Historically, Councils approach has differed in regards to providing maintenance of sanitary drainage, from providing maintenance from the property connection junction, to providing maintenance from the boundary riser. In some cases, this has at times varied across the LGA, with staff in the south maintaining from the boundary riser, and staff in the north maintaining from both the property junction connection and/or the boundary riser. For consistency across the Shire, an adopted approach is sought, particularly when Council is seeking defective works to be undertaken by property owners to repair sanitary drainage.

In essence, the objective of the project is to reduce infiltration of surface water into Council's reticulation system, however prior to defects being repaired, it is necessary to clarify the roles of responsibility between Council and the property owner.

Options

For ease of understanding as to who is responsible for what, Council staff have developed standard drawings outlining Council's responsibilities and those of the property owner. The preferred approach is for the property owner to maintain and repair any sanitary drainage associated with their property upstream of and excluding the boundary riser. Attachment 2 provides a drawing outlining the responsibilities of each.

This approach will see the following:

- Council own and maintain all sanitary drainage downstream of and including the boundary riser.
- Upstream of and excluding the boundary riser is the responsibility of the property owner to maintain and operate in accordance with AS/NZ3500.2.2003 Plumbing and Drainage.

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- It is the responsibility of the property owner to maintain access to the boundary riser at all times. The boundary riser is identified by a threaded PVC cap at the finished surface level.
- It is the responsibility of the property owner to maintain the condition of the boundary riser.
- In the event of a blockage or pipe failure between the reticulation sewer and the boundary riser it will be the responsibility of Council to attend site and maintain. All blockages and pipe failures upstream of the boundary riser will be the responsibility of the property owner.

Whilst other options may be available, this approach will provide consistency across the LGA, and is not dissimilar to current practices.

Financial Considerations

The smoke testing project was initiated and paid for by Council. No grant funds were utilised. In total, the project cost approximately \$167,000.

With defect notices now being issued, further staff costs will be incurred to see the project through to finalisation, however defects will not be rectified if Council does not continue on with issuing of the letters.

Community Engagement

The level of engagement is 'Inform'.

Attachments

1. Sewer Interface Scenarios
2. Sewerage Responsibility Diagram

RECOMMENDATION

That Council:

1. Notes the information contained in the Smoke Testing Project Report.
2. Adopts the Sewerage Responsibility Diagram outlining responsibilities of Council and property owners as to maintenance of sanitary drainage.
3. Informs local plumbers of this clarification.
4. Proceeds with issuing sewer defect notices to affected properties within Coonabarabran, in a staged process.

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Item 26 Regional Experience Development Strategy

Division:	Environment and Development Services
Management Area:	Economic Development and Tourism
Author:	Manager Economic Development and Tourism – Jo Houghton
CSP Key Focus Area:	Local Economy
Priority:	LE2 Identify, develop and coordinate tourism and economic development opportunities.

Reason for Report

To update Council on the Business Case and Strategy Development Funding Program application.

Background

Coonamble, Gilgandra and Warrumbungle Shire Councils collaboratively worked together to develop a tourism campaign across the three regions. The three Councils engaged a consultant to manage, coordinate and deliver a promotional campaign. The recently launched campaign is called 'Real Country' promoting offerings across the regions and also localised attractions and scenes within each government locality to attract people to each region.

Recently the Business Case and Strategy Development funding was released by NSW Government to fund strategy or business cases to help organisations in regional NSW to build the capacity to plan for and deliver projects and regional development initiatives. The program will also help build a pipeline of investment-ready projects for future funding opportunities.

As a part of the Business Case and Strategy Development funding, Gilgandra proposed the collaborative approach for Gilgandra/Warrumbungle/Coonamble Regional Experience Development Strategy.

The concept seeks funding to develop a three (3) region strategy that focuses on developing experiences connected with the natural environment to enhance and grow the visitor economy, linking with the recently updated Destination Management Plans and State Government Regional economic development strategy (REDS). Gilgandra, Warrumbungle and Coonamble regions all have natural assets with significant experience potential including the common link of the Castlereagh River, along with the Warrumbungles National Park, Dark Sky Park and Macquarie Marshes.

Leveraging off the recent collaborative 'Real Country' regional tourism campaign, the Strategy would develop project ideas and experiences that attract, appeal and enable visitors across the three (3) regions and identify private investment opportunities as part of this consideration, creating a valuable base to leverage future funding to assist implement the initiatives.

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Work has commenced on drafting request for quotation, which is required documentation for the grant submission to allow enough time for public exhibition, reviewing quotations to be then incorporated in application for Business Case and Strategy Development fund.

Issues

There are tight timeframes to obtain information needed for the funding application for Business Case and Strategy Development Fund. Deadlines include:

- 3 LGAs develop scope for RFQ to undertake study and provide quote: Thursday 4 August
- RFQ advertised: Friday 5 August
- RFQ close: Monday 22 August
- Funding application closes: 24 August

Projects that strategically link across three (3) regions with common flagship projects are river beautification projects. River beautification projects strategically align with Regional Economic Development Strategy (REDS), revised 20-year vision report, Council's Community Strategic Plan, and Economic Development and Tourism Strategy. WSC has six (6) potential river beautification projects in each town. Due to grant timeframes and lack of Council resources will not allow for all 6 (six) town river projects to be included. As Coonabarabran is geologically located close to Gilgandra and Coonamble, and has a common asset the Castlereagh River, with Gilgandra and Coonamble, Coonabarabran was identified for this project. The current Coonabarabran river rehabilitation grant application can also benefit the Business Case and Strategy Development Fund Application and aid with the tight timeframes. In the event that joint strategy funding application is successful to obtain funding for the joint Regional Experience Strategy Development; a solution to overcome competing river beautification projects within Council's LGA is to package up and utilise the completed strategy (that includes Coonabarabran as a blue print for the other five (5) towns), for future funding and grants and initiatives.

Options

Council can continue being part of the application for Regional Experience Development Strategy including Coonabarabran River Project, or discontinue the collaborative project and potentially risk Gilgandra and Coonamble's submission being unsuccessful.

The project has benefits for the region and potential to boost tourism and visitation to the three LGA's.

Financial Considerations

No financial co-contribution is required according to the guidelines for the Business Case and Strategy Development Fund.

Some in-kind assistance is required by Council staff to meet funding deadlines, that includes reviewing RFQ before goes live, sourcing letters of support, and strategically aligning the concept across three (3) regions, and Coonabarabran's potential river beautification project.

Community Engagement

The level of engagement for this report is to Inform and Consult.

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Attachments

1. Program Guidelines for Business Case and Strategy Development Fund.

RECOMMENDATION

That Council notes the information in the Regional Experience Development Strategy Report.

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Item 27 Inland Rail Update Report – August 2022

Division:	Environment and Development Services
Management Area:	Economic Development and Tourism
Author:	Manager Economic Development and Tourism – Jo Houghton
CSP Key Focus Area:	Local Economy
Priority:	LE5.1 Identify and develop opportunities to realise the shire’s potential as a location for the production of renewable energies.

Reason for Report

To provide Council with regular updates on Inland Rail discussions and matters that relate to Council.

Background

Inland Rail is a freight rail line that will connect Melbourne to Brisbane through regional Victoria, New South Wales and Queensland. With freight volumes set to almost double in the next 20 years, the Australian Government is building the rail line to address freight needs.

The following broad points relate to the Inland Rail project:

- Inland Rail 1,700km long, from Tottenham in Victoria to Acacia Ridge in Queensland.
- Trains travelling on the Inland Rail track will be able to travel at speeds of up to 115km/h.
- The track will enable the use of double-stacked, 1,800m long trains with a 21 tonne axle load. Each train could carry the equivalent freight volume as 110 B-double trucks.

Within Warrumbungle Shire Council, the Inland Rail will traverse part of our Shire to the west of Baradine. This section of the line sits in the Narromine to Narrabri section of the project, known as N2N. Approximately 42 kms of rail line relating to Inland Rail will be located within our local government area.

In November 2017, the Australian Government confirmed the preferred study area for the N2N section of Inland Rail.

Update on N2N Section of the Project

The N2N section of the line is approximately 306kms in length, and is Inland Rail’s longest section of new track. The study area has now been refined to approximately 150-400m wide, known as the focused area of investigation. It is expected the final width of the rail corridor will be 40-60m wide. A detailed map of the alignment through Warrumbungle Shire can be found at: inlandrail.artc.com.au/where-we-go/#narromine-to-narrabri

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Issues

Over the past month, Council has been involved in a number of matters pertaining to the Inland Rail Project as follows:

- Council met with ARTC and N2N project directors 21 July 2022. The agenda included further discussion regarding legacy projects for local community. In particular Baradine Aerodrome, and required services for workers camp and office sites. Next meeting is scheduled for 5 September 2022.
- Interface Improvement Program Baradine Silo Project has completed its strategic business case. Council staff met with Department of Infrastructure and received positive feedback on the completed strategic business case. Options to progress were also discussed. Further discussions and information with key stakeholders are required before a report to Council listing options to move forward with Project.
- A proposed round table discussion regarding grade separation has been put forward by Narromine, Coonamble and Warrumbungle Shires between TfNSW and ARTC. The purpose is to discuss issues and develop a clear strategy with grade separations on State Highways and N2N Rail interfaces. Suggested date range for the meeting is between 26 September – 7 October 2022, and to be held in Gilgandra. Availability and queries to be directed to: Council@gilgandra.nsw.gov.au
- Building Better Regions Funding – Round 6 successful applicants is still yet to be announced, including Council's submission to connect Baradine Showground to town sewer in aid of the proposed workers camp.
- N2N rail corridor will traverse approximately 75 kms of the Pilliga State forests. The route was determined with consultations with key stakeholders to ensure the Inland Rail route is fast and efficient, reduces property impacts, minimises impacts to general public transport, and manages environmental impacts. An information fact on the Pilliga route can be found at: [Crossing the Pilliga forests information sheet - Inland Rail \(artc.com.au\)](#)
- Toowoomba Regional Council will host the inaugural Inland Rail Summit in Toowoomba by the end of 2022. This opportunity aims to bring together 36 councils, as well as industry stakeholders across the alignment, to share insights and opportunities. Date and registrations are yet to be confirmed.
- A reminder that Inland Rail Community Sponsorships and Donations Program that supports community groups organising events and activities to contribute to local and regional wellbeing. Grants are up to \$4,000 and can apply here: [Sponsorships and donations - Inland Rail \(artc.com.au\)](#).

Options

The Inland Rail project will continue to show its presence within Warrumbungle Shire.

Financial Considerations

Nil.

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Community Engagement

The level of community engagement is 'Inform' as per Council's *Community Engagement Strategy 2020-2024*.

Attachments

Nil

RECOMMENDATION

That Council notes the information in the Inland Rail Update Report.

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Item 28 Development Applications

Division:	Development Services
Management Area:	Regulatory Services
Author:	Administration Assistant Environment and Development Services – Jenni Tighe
CSP Key Focus Area:	Strengthening the Local Economy
Priority / Strategy:	LE5 Opportunities exist for the establishment of light industries and range of housing options

Development Applications (i) Approved – July 2022

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type of Development	Referral Days	Stop the Clock Days
CD6/2022	25/07/2022	28/07/2022	Warrumbungle Steel Buildings	836 Borah Creek Road	Rocky Glen	Farm Shed	0	0
CD7/2022	25/07/2022	28/07/2022	Danien Beets	485 Castlereagh Highway	Dunedoo	Farm Buildings	0	0
DA68/2021	24/11/2021	29/07/2022	Benjamin Smith	Burrawong 135 Dandry Road	Coonabarabran	Home Industry – Distillery	158	163
DA15/2022	27/05/2022	08/07/2022	Warrumbungle Steel Buildings	3 Ann Street	Coonabarabran	Demolition and Replacement of Shed	34	0
DA18/2022	24/06/2022	12/07/2022	William McKinnon	Hilton Estate 4922 Baradine Road	Coonabarabran	Alterations and Additions	8	0
DA24/2022	06/07/2022	21/07/2022	Karen Stannard	25 Knight Street	Coonabarabran	Alterations and Additions	6	0
DA22/2022	30/06/2022	27/07/2022	Steve Edgar	836 Borah Creek Road	Rocky Glen	Alterations and Additions	10	0
DA16/2022	30/05/2022	07/07/2022	Deborah Kiem	94 Bandulla Street	Mendooran	Change of Use	34	0

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DA19/2022	24/06/2022	18/07/2022	Taylor Made Buildings	Coolabah Estate 15 Manusu Drive	Mendooran	New Dwelling	15	0
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RECOMMENDATION

That Council notes the Applications and Certificates approved during July 2022, under Delegated Authority.

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Item 29 Reports to be Considered in Closed Council

Item 29.1 Human Resources Monthly Report

Division: Executive Services

Author: Manager Human Resources – Chris Kennedy

Summary

The purpose of this report is to update Council in relation to activities undertaken by Human Resources including Staffing and Recruitment, Training and Workplace Health and Safety (WHS).

In accordance with the *Local Government Act 1993* (NSW) (*'the Act'*) and the *Local Government (General) Regulation 2005* (NSW), in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

The item relates to personnel matters concerning particular individuals (other than councillors) and is classified **CONFIDENTIAL** under section 10A(2)(a) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (a) personnel matters concerning particular individuals (other than councillors)

RECOMMENDATION

That the Human Resources Monthly Report 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).

Item 29.2 Three Rivers Regional Retirement Community Information Report

Division: Environment and Development Services

Author: Director Environment and Development Services – Leeanne Ryan

Summary

The purpose of this report is to provide Council with an update on the Three Rivers Regional Retirement Community (TRRRC) project.

In accordance with the *Local Government Act 1993* (NSW) (*'the Act'*) and the *Local Government (General) Regulation 2005* (NSW), in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

The item relates to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and is classified **CONFIDENTIAL** under section 10A(2)(g) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege

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RECOMMENDATION

That the Three Rivers Regional Retirement Community Information Report be referred to Closed Council pursuant to section 10A(2)(g) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

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).