



## **Ordinary Council Meeting**

# **Agenda**

**15 June 2023**

**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 Coonabarabran Chambers, John Street,  
Coonabarabran  
on **Thursday, 15 June 2023** 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

# **WARRUMBUNGLE 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**

18 May 2023

30 May 2023 – Extra-Ordinary Meeting

#### **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 15 May 2023 to 7 June 2023**

#### **MAYORAL MINUTE – MAYORS ACTIVITY**

<b><u>Date</u></b>	<b><u>Type</u></b>	<b><u>In/Out</u></b>	<b><u>Activity</u></b>
15-May	Email	In	GM - REZ invoicing
	Email	In	EM - Energy Co
	Email	In	Warwick Giblin - Energy Co
16-May	Email	Out	Landcom - Reservoir Street
	Email	In	GM - draft media release
	Email	In	Mgr Corp Serv - ABC Interview
	Email	In	GM - Coonabarabran Town Hall vandalism
17-May	Email	In	Mayor Armidale - CoREM meeting Sydney
18-May	Email	In	Mgr Urban Services - Reservoir Street
	Email	In	GM - Castlereagh River Tender
19-May	Email	Out	Cr Newton, Cr Iannuzzi - NSW football Legacy Fund Round 2 Announcement
20-May	Email	In	Mayor Narromine - BDOS
21-May	Email	In	GM - Lawson Park Road
22-May	Email	In	GM - Coolah Flood Study
	Email	In	GM - Cadetship Program
	Email	In	Petition support for the Three Rivers Regional Retirement Community Learning Centre
	Email	In	NSW Public Works - Dunedoo IRP
	Email	In	Cr Brady - Little Timor Street
23-May	Email	In	GM - Inland Rail
	Email	In	Ratepayer
	Email	In	NSW Premier - Thank You
24-May	Email	In	Ratepayer - complaint Pine Ridge Road
	Email	In	NSW Public Works - Dunedoo IRP
	Email	In	GM - Dunedoo Transfer Station
25-May	Email	In	GM - Coolah Library
	Email	Out	Landcom - RSVP meeting
26-May	Email	Out	Landcom - assessment information
28-May	Email	In	Mayor Narromine - letter of support
29-May	Email	In	Cr Rindfleish - Dubbo Mayoral Minute
	Email	In	GM - Lawson Park Road
	Email	In	Landcom - Reservoir Street
	Email	In	Cr Todd - budget submission
30-May	Email	In	Cr Holcombe - ALGA
31-May	Email	In	GM - Coinda grease arrestor
1-Jun	Email	In	Roy Butler - infrastructure needs
2-Jun	Email	In	Mayor Narromine - letter of support
4-Jun	Email	In	Minister for Energy - meeting
5-Jun	Email	In	Inspector White NSW RFS - postpone BFMC meeting to 27 June

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7-Jun	Email	In	Mayor Toowoomba - cancellation of Inland Rail Summit
	Email	In	GM / Cr Turley - applications open Environmental Awards
	Email	In	Ratepayer - antisocial behaviour Coolah
	Email	In	Manager Inland Rail - update
	Email	In	Ratepayer - visa working holiday program
	Email	In	Ratepayer - Pine Ridge Road and Lawson Park Road
	Email	Out	Inspector NSW RFS - reply next meeting

Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
16-May	16-May	Office to sign letters	25825	25852	27
24-May	24-May	Coona Library - story time	25852	25880	28
25-May	26-May	Dubbo - Country Mayors Conference	25880	26175	295
27-May	27-May	Driver Reviver lunch Coonabarabran	26175	26204	29
30-May	30-May	Extra-Ordinary Council Meeting	26204	26234	30
5-Jun	5-Jun	Meeting with Energy Co	26234	26266	32
7-Jun	7-Jun	Meeting with Energy Minister	26266	26577	311
<b>Total KM travelled for period 16 May 2023 - 7 June 2023</b>					<b>752</b>

### **MAYORAL MINUTE - EXPENSES 9 May 2023 to 7 June 2023**

<u>Date</u>	<u>Transaction Details</u>	<u>Comments</u>	
25-May	Transport for NSW	Travel - Country Mayors Conference	\$20.60
25-May	Due Mondri @ Society	Meal - Country Mayors Conference	\$32.96
25-May	McDonalds	Meal - Country Mayors Conference	\$21.15
<b>Total expenditure for period 9/05/2023 - 07/06/2023</b>			<b><u>\$74.71</u></b>

### **RECOMMENDATION**

That Council:

1. Notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 15 May 2023 to 7 June 2023.
2. Notes the report on the Mayor's credit card expenses between 9 May 2023 and 7 June 2023 and approves the payment of expenses totalling \$74.71.

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### Item 2 Councillors' Monthly Travel Claims

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

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### 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	300	0.78	\$234
Cr Holcombe	-	0.78	-
Cr Iannuzzi	174	0.78	\$135.72
Cr Kopke	361	0.78	\$281.58
Cr Newton	-	0.78	-
Cr Rindfleish	174	0.78	\$135.72
Cr Todd	725	0.78	\$565.50
		<b>Total:</b>	<b>\$1,352.52</b>

### 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 \$1,352.52 be noted for information.

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### **Item 3 Minutes of Alliance of Western Councils (AWC) Board Meetings 19 May 2023**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Executive Services
<b>Author:</b>	Mayor – Ambrose Doolan
<b>CSP Key Focus Area:</b>	Civic Leadership
<b>Priority:</b>	CL6 To build strong relationships

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#### **Reason for Report**

To report to Council on the Alliance of Western Councils (AWC) Board meeting held in Dubbo on Friday 19 May 2023.

#### **Background**

A meeting of the Alliance of Western Councils (AWC) Board Meeting was held on Friday 19 May 2023.

During the meeting the following topics were discussed and resolved:

- Doug Moorby provided an update on the Regional Local Government Facility in relation to a Funding Case Proposal. The meeting resolved that the Alliance of Western Councils Board authorise engagement of the Balmoral Group to complete the Funding Case;
- Orana Water Utilities Alliance Committee Meeting No 27 – resolved that the information be noted;
- Emergency Services Levy – resolved that the Alliance of Western Councils refer the issue to the Country Mayors Association;
- Update on Housing Plus Proposal – Brad Cam, as Chair of Housing Plus, provided an update on the proposal and advised they will be meeting with the Minister soon. It was resolved that the Alliance of Western Councils provide a letter of support to Housing Plus; and
- Phone Service in Rural Areas – regarding the substandard phone service still occurring within many of our Shires. It was resolved that Alliance of Western Councils request an update from Telstra on the status of improvements.

Discussions were held on other general business, noting the following:

- Brad Cam advised that plans are again being considered to build another dam at Dixon's Long Point; and
- Cllr Davies provided an update on the Biodiversity Offset Scheme (BDOS), advising that there will be a recommendation put forward to the review boards and he is confident that there will be changes.

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

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- The Hon Tara Moriarty MLC – Minister for Agriculture, Minister for Regional NSW and Minister for Western NSW with discussions being held around the table offering the group an opportunity to introduce themselves and provide feedback to the Minister. The following topics were raised;
  - The negative effect that the Sixty day dispensing of Pharmaceutical Benefits Schemes on medicine will have on Rural Pharmacies;
  - Water Security and the importance of Burrendong Dam raising the Full Supply Level to 120% for Flood Mitigation and Drought Proofing;
  - Weeds are proving a challenge around our regions at present, especially Hudson Pear;
  - Concerns were raised in relation to the increase of the Emergency Service Levy (ESL) and the impact it will have on our Councils;
  - It was also requested that the Minister for Local Government come along to one of our meetings given there has been no response in relation to dissolving the Orana Joint Organisation. Also to be discussed is AWC not being recognised as an Association;
  - The minimum ages for criminal responsibility being raised from 10 to 14, along with the increase in Rural Crime and the repeat offenders continually being let back into the community;
  - The pressures being faced by Aged Care facilities;
  - Western Area Health is 40% understaffed across this region, struggle to attract essential workers to our towns;
  - Regional Growth Fund – Minister indicated that there is a pause in the funding at the moment while the budget is reviewed across the whole government; and
  - There needs to be a greater focus on Regional Development in our areas and attracting people to our Shires.
  
- The Hon. Dugald Sanders MP – Local member for Dubbo – explained his new role at the Leader of the Nationals and his plans to continue advocating for Regional NSW and his contact person. The Emergency Services Levy was again discussed and he confirmed that the role of the opposition is to ensure that the Government understand what is important to Regional Councils. He advised that shortfalls in funding are being experienced with projects still not finished and in some cases, not safe. He suggested that Councils need to ensure that they are working with the relevant departments to advise them of the challenges.
  
- The Hon. Roy Butler MP – Member for Barwon provide an update on his electorate with a number of items being discussed, including:
  - Meeting with the Hon. Tara Moriarty MLC;
  - Biodiversity Offset Scheme;
  - Top priorities include – Health, Immigration (visa declines), Education (teacher shortages), Housing, Childcare, Roads, Weeds, Emergency Service Levy and next generation pools;
  - Water Security;
  - It was requested by the Group that Roy advocate for Regional NSW in relation to the Emergency Services Levy and RFS Budgets; and
  - Natural Disaster Recovery applications – Councils are still waiting on approvals.

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- Marcus Finn, Federal Department of Water and Megan Winter, General Manager, Basis Plan Implementation – Murray Darling Basin Authority.

Marcus provided an overview on the department and their responsibilities. Megan provided an update on the Basin Plan Implementation.

- James McKechnie, Director, External Engagement – Charles Sturt University Dubbo  
Damien Limberger, Associate Head of Rural Medicine and Professor in Medicine – School of Rural Medicine, Charles Sturt University.

Professor Damien Limberger delivered a presentation to the Group about the Charles Sturt University of Medicine outlining the purpose of the program with the aim to create a generation of medical professionals by taking local people, training them over 5 years across the region with the intent that they remain in Regional NSW and the communities they train in.

- Tour De OROC – Clr Dickerson provided a brief overview of the new concept for the Tour de OROC. The idea of the new concept is to showcase Rural communities. Seeking support from the communities involved to assist.

### **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, Alliance of Western Councils (AWC) Board meeting 19 May 2023.

### **RECOMMENDATION**

That Council note the Delegate's Report in relation to Alliance of Western Councils (AWC) Board meeting held in Dubbo on Friday 19 December 2023.

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### **Item 4 Minutes of Country Mayors Meeting 26 May 2023**

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

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### **Reason for Report**

To report to Council on the Country Mayors Association meeting held in Sydney on Friday 26 May 2023.

### **Background**

The General Manager and I attended the Country Mayors Association Meeting on Friday 26 May 2023.

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

- Cr Linda Scott, President, ALGA provided a report advising the Association focused on the Federal budget and that Local Government was currently receiving 0.5% of tax instead of the 1.5% tax being sought. She also spoke about FAG Grants and other budget funding items.
- Cr Darriea Turley AM, President LGNSW, provided a provided advice on the ESL subsidy advising that the subsidy was not allocated this year and a review of the models are to be undertaken. Cr Turley report covered Emergency Services Levy, Red Fleet Update and the IPART Review of Rate Peg Methodology NSW State Election, Cost Shifting Survey, Federal Budget with NSW to Receive \$951.4Million in Financial Assistance Grants and other assistance with Local Roads and Community Infrastructure Program, Skills, Aged Care, Flood and River Gauges, Rental Assistance and Sustainable Urban Development.
- The Hon Rose Jackson MLC, Minister for Water, Minister for Housing, Minister for Homelessness, Minister for Mental Health, Minister for Youth and Minister for the North Coast answered questions raised by members and acknowledged that housing shortages particularly housing for key workers needs to be addressed.
- The Hon Jenny Aitchison MP, Minister for Regional Transport and Roads discussed how Disaster Recovery funding has changed the way councils are looking at reclassifications so priorities are changing. The Government wants to give councils the cash now rather than having to wait.

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- Dr Michael Holland MP, Parliamentary Secretary for Health and Regional Health discussed how the NSW Government is committed to regional NSW and wants it to be equal with metropolitan areas. Dr John McGirr MP has been appointed Chairman of a select committee to oversee Rural Health Inquiry recommendations and the financial implications.
- Carmel Donnelly, Chair, IPART, spoke about the Ratepayer Review Terms of Reference. A final report will be sent to the Minister in August 2023. There were 96 submissions and 2881 resident/ratepayer respondents to the issues paper.
- The Hon Dugald Saunders MP, Leader of the Nationals, Shadow Minister for Regional NSW, Shadow Minister for Agriculture and Natural Resources, introduced his Shadow Minister Team who are representing NSW on the cost of government and spoke about unspent funds.
- The Hon Sam Faraway MLC, Shadow Minister for Regional Transport and Roads, discussed the top commitment being the state of the roads and in opposition they want to highlight what programs should be continued and not diverted. The Coalition in Government had significantly more funds allocated to regional NSW to improve the road system, compared to the current government.
- The Hon Steph Cooke MP, Shadow Minister for Water, and Shadow Minister for Crown Lands, spoke about the recent summits she hosted and about the Government's introduction to an amendment to the Sydney Water Act and what the priorities are for Crown Land that needs to be achieved.

The following resolutions were made:

- The financial reports for the last quarter were tabled and accepted.
- Bogan Shire Council, Greater Hume Shire Council and Mid Coast Council were admitted as members of the Association.
- An amended Scholarship Program was adopted.
- It was resolved that new clauses be added to the Constitution, being:
  6. Those Councils, for Profit Organisation and not for Profit Organisations that are not eligible under clause 3 and 3a. Clause 4 conditions apply to obtain Associate Membership
  7. Associate Members will not have voting rights at Annual General Meetings or at any other time a membership vote is taken
  8. Associate Members will be encouraged to attend, Annual General Meetings, forums, study tours and any other events that promote CMA's objectivesClause 10 be amended by the inclusion of the words "Associate Membership of for Profit Organisations shall be set at 200% of the full fee and not for Profit Organisations shall be set at 75% of the full fee" after the words "full fee in line four"
- It was resolved that the Country Mayors Association advocate to the State Government for a more realistic and timely indexing process for pensioner concessions and rebates to assist pensioners in paying their Council rates

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and charges. This advocacy is to include increased funding support from the State Government for the cost of providing pensioner rebates.

- It was resolved that Day Light Saving be reduced to four months of the year starting on the first weekend in November and finishing in the last weekend in February to be implemented no later than November 2023.
- It was resolved that the NSW Country Mayors Association
  1. Confirms its strong position that local councils do not control RFS assets and therefore should not have to account for RFS assets in their financial statements
  2. Rejects outright NSW Treasury's current policy position that the State Government does not control the RFS assets and that Local Government therefore does
  3. Rejects and dismisses any argument that vesting under the RFS Act equates to control in terms of accounting standards (where 'substance over form' sees control in the accounting sense sitting squarely with the RFS)
  4. Rejects outright the Auditor General's position that she must audit in accordance with Treasury's policy position instead of Australian Accounting standards, noting also that the AG is supposed to be independent of government, not a voice for government
  5. Writes to the Premier of NSW and the NSW Parliamentary Accounts Committee to ask that they
    - i. immediately investigate the basis behind all 40 Councils' qualified financial statements for YE 21/22 (especially given that nothing changed in YE 21/22 from prior years when absolutely NO Councils were qualified for having accounting policies that did not account for RFS assets), and
    - ii. Immediately investigate statutory remedies that enshrine in legislation the reality regarding control of RFS assets, being that RFS assets are entirely controlled by the NSW RFS.
- It was resolved that the Country Mayors AGM and General Meeting will be held on the 24 November 2023.

### **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, Country Mayors Association General Meeting 26 May 2023
2. CMA IPART Presentation

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### **RECOMMENDATION**

That Council note the Delegate's Report in relation to the Country Mayors Association meeting held in Sydney on Friday 26 May 2023.



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### **Item 5 Invitation to join the Coalition of Energy Mayors (CoREM)**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Executive Assistant to the General Manager – Erin Player
<b>CSP Key Focus Area:</b>	Civic Leadership
<b>Priority:</b>	CI6.1 Work in partnership with other councils, regional organisations and State and Federal Governments

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#### **Reason for report**

Council has received an invitation to join the Coalition of Energy Mayors (CoREM).

#### **Background**

The imposition of a Renewable Energy Zone (REZ) on Warrumbungle Shire Council (WSC) will have a significant impact, both positive and negative. By joining together with other Councils who are hosting renewable energy projects, WSC will benefit from the sharing of information of what works and what does not. Most importantly by adopting a coordinated approach with the other Councils who are members of the CoREM, WSC will be better able to shape the renewable energy proponents who will be operating in our Shire.

The CoREM Committee, will have a specific function, delegated responsibilities by the Council or legislative framework from which to operate. Their objectives are detailed in the Terms of Reference for the CoREM (Attachment 2).

#### **Issues**

Council representation on external organisational and regional committees is classified as Council approved business. Where a Councillor incurs expenses in the course of discharging their civic office responsibilities, such expenses will be reimbursed as per Council Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors.

#### **Options**

If Council accepts the invitation, the Committee will be added to Council's list of external committees and will be included in the review of committees considered at the commencement of the new Council term where the committees and representatives from the elected Council are reviewed and nominated for the full Council term.

#### **Financial Considerations**

Councillor travel reimbursements are budgeted for in the 2023-2024 Operational Plan under Councillor expenses. Where there is a staff member involved, all efforts are made to ensure the Councillor representative can travel with the staff member.

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Committee or Organisation membership/subscription or financial contributions where required have been allocated to the respective management area and budgeted for in the 2023/2024 Operational Plan.

The initial contribution of \$5,000 to CoREM has not been allocated in the 2023/2024 Operational Plan.

### **Community Engagement**

Level of Engagement - Inform

### **Attachments**

1. Invitation from the Mayor, Armidale Regional Council to join the Coalition of Energy Mayors (CoREM)
2. Terms of Reference – Coalition of Regional Mayors (CoREM)

### **RECOMMENDATION**

That Council:

1. Notes the invitation received to join the Coalition of Energy Mayors (CoREM) and the Terms of Reference for the Coalition of Energy Mayors;
2. Accepts the invitation to join the Coalition of Energy Mayors (CoREM); and
3. Appoints the Mayor and General Manager as Council's delegates to the Coalition of Energy Mayors (CoREM)

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### Item 6 Local Government Remuneration Tribunal 2023 Annual Report and Determination

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

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#### **Reason for Report**

To present Council with the Local Government Remuneration Tribunal's 2023 Annual Report and Determination.

#### **Background**

The Local Government Remuneration Tribunal (the Tribunal) is required to report to the Minister for Local Government by 1 May each year on its determination of council categories and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairperson and members of county councils.

The Tribunal is required to determine the remuneration categories of councils and mayoral offices at least once every 3 years under section 239 of the *Local Government Act 1993* (the Act). The Tribunal undertook a review of the categories as part of its 2023 determination and has determined the creation of two (2) new remuneration categories, 'Metropolitan Major' and 'Rural Large'. The Tribunal has also varied the criteria of several existing categories.

As a result of the creation of the two new categories and changes to the criteria of some existing categories, the Tribunal has re-categorised twenty six (26) councils into a higher existing category or into a new category.

The Annual Report and Determination contains two determinations. The first, pursuant to section 239 of Categories of Councils and County Councils effective 1 July 2023, lists the categories of councils. Warrumbungle Shire Council is determined as Rural (category unchanged).

The second, pursuant to section 241 of the *Local Government Act 1993*, lists the minimum and maximum fees payable to mayors and councillors by council category.

The Tribunal has determined an increase of 3% mayoral and councillor fees for the 2023-24 financial year with effect from 1 July 2023.

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## **Ordinary Meeting – 15 June 2023**

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For a council categorised as 'Rural', the Tribunal set the Councillor/Member Annual Fee at a minimum of \$9,850 and a maximum of \$13,030; the Mayor/Chairperson Additional Fee is set at a minimum of \$10,490 and a maximum of \$28,430 commencing 1 July 2023. Warrumbungle Shire Council has in the past applied the maximum fees for councillors and the Mayor.

At the 2022 June Council meeting, Council resolved:

**327/2122 RESOLVED** that Council determine:

- i. The annual fees for Councillors for 2022/23 be the maximum amount of \$12,650.*
- ii. The annual fee for the Mayor for 2022/23 be the maximum amount of \$27,600.*

### **Issues**

Nil

### **Options**

Council may determine that Councillors fees be set at a level between \$9,850 and \$13,030. The Mayor is to be paid a fee between \$10,490 and \$28,430. The Mayoral fee is paid in addition to the Councillor fee.

Council cannot fix a fee higher than the maximum amount as determined by the Tribunal and if Council does not fix a fee, the minimum fee as determined by the Tribunal must be paid.

Council has in the past determined not to set a fee for the Deputy Mayor. Should the Council wish to revisit this then the fee to be paid to the Deputy Mayor is to be deducted from the Mayor's fee.

### **Financial Considerations**

Councillors fees are provided for in the budget process.

### **Community Engagement**

The level of engagement for this report is to inform.

### **Attachments**

1. Local Government Remuneration Annual Determination – 27 April 2023
2. Circular No 23-03 10 May 2023 – 2023/24 Determination of the Local Government Remuneration Tribunal

### **RECOMMENDATION**

That Council determine:

- iii. The annual fees for Councillors for 2023/24.
- iv. The annual fee for the Mayor for 2023/24.

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### **Item 7 Future of Freight Symposium 2023 – Toowoomba**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	General Manager – Roger Bailey
<b>CSP Key Focus Area:</b>	Civic Leadership
<b>Priority:</b>	CL6.1 Work in partnership with other councils, regional organisations and State and Federal Governments.

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#### **Reason for Report**

The Future of Freight Symposium 2023 is to be held in Toowoomba from 4 to 6 July 2023. The event is facilitated by TSBE (Toowoomba and Surat Basin Enterprise) which is an independent, member-driven economic development organisation which actively links the business community to opportunities across the Toowoomba, Western Downs, Maranoa and surrounding areas to ensure that their region continues to diversify and grow sustainably.

Council may appoint a delegate to attend the Symposium.

#### **Background**

In the August Council Meeting Inland Rail Update Report, it was advised that Toowoomba Regional Council would host the inaugural Inland Rail Summit in Toowoomba. Date and registrations were yet to be confirmed.

The Future of Freight Symposium 2023 event has been set for 4 to 6 July and is promoted as:

*'an unique opportunity for industry professional to explore how the Toowoomba region can maximise the potential of its infrastructure, emerging technologies, and innovative solutions to become a major inland port. With numerous growth opportunities on the horizon, including expansion in defence supply chain, rail networks, air connectivity, decarbonization, sustainability, and environmental and social practices. This Symposium will be an excellent platform for discussing the responsibilities facing industries in the future.'*

#### **Issues**

The aim of the Inland Rail Summit was to bring together 36 councils, as well as industry stakeholders across the alignment, to share insights and opportunities. An email was received from the Mayor of Toowoomba Regional Council on the 6 June 2023 advising the following:

*'Earlier this year, I sent you an invitation to come to Toowoomba for a council-only Inland Rail Summit to be facilitated by Toowoomba and Surat Basin Enterprise (TSBE). You were invited due to your region either being directly on the Inland Rail Route or in close proximity.'*

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*As the implications of the Inland Rail review are still being explored by government and key stakeholders, it has been decided to not proceed with the proposed Inland Rail Local Government Summit all day event at this time.*

*The summit was initially proposed by Toowoomba Regional Council, who remains a staunch advocate for the Inland Rail project, but in consultation with his office, Inland Rail and other stakeholders it has been decided that holding the proposed summit at this time would not deliver the benefits we had hoped.*

***The TSBE Smart Logistics Symposium will still proceed from 4 July 2023 as proposed and Inland Rail will provide a keynote address by Matthew Martyn-Jones as part of the Symposium to update delegates on the status of the project'***

See the Event Program provided in Attachment 1.

### **Options**

As per the Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors –

*6.10 Approval arrangements. Approval for discretionary trips and attendance at conferences and the like should be where possible, approved by a full meeting of the Council. If this is not possible then the approval should be given jointly by the Mayor and the General Manager. If the Mayor requires approval to travel outside of council meetings it should be given jointly by the Deputy Mayor or another Councillor and the General Manager.*

Council will need to decide if there is a need for Warrumbungle Shire Council to have representation at the symposium.

### **Financial Considerations**

Registration fees for the conference are:

1. Registration Fee – \$595.00 per delegate
2. Site Tour – \$55.00
3. Accommodation – 3 nights in Toowoomba \$690.00
4. Flights – approximately \$900.00 return with additional 2 nights accommodation for travelling up and back.
5. Self Drive would be approximately \$963.00 in mileage for the return trip.
6. Use of Council Car would be approximately \$806 for the hire of the car plus approximately \$250 in fuel for the return trip.

Costs for accommodation, meals, transport and transfers are provided as per the Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors. A budget allocation exists for payment of expenses associated with attendance at Council endorsed events.

### **Community Engagement**

To inform the community.

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### **Attachment**

1. Toowoomba Smart Logistics – Future of Freight Symposium 2023 program

### **RECOMMENDATION**

That Council:

1. Notes the report in relation to the Future of Freight Symposium 2023 to be held in Toowoomba from 4 to 6 July 2023 and;
2. Council does not appoint a delegate to attend the Future of Freight Symposium 2023.

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### **Item 8 Council Resolutions Report**

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

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### **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 9 Revotes and High Value Projects Report**

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

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### **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 10 Draft Media Policies

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Manager Corporate Services – Jenni Maundrell
<b>CSP Key Focus Area:</b>	Local Government and Finance
<b>Priority:</b>	CL2.1 Provide Council's leadership with a strong governance and management framework that promotes transparent and informed decision-making

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### Reason for Report

The reason for this report is to seek Council adoption of the draft policies for media and social media.

### Background

The policies have been drafted with reference to the Office of Local Government's *Model Media Policy* and *Model Social Media Policy*. These model policies are contained in a suite of best practice governance policies being developed by the OLG. The model policies are not mandatory and councils are free to choose whether to use them or adapt them for their own purposes.

To bring them into line with other Council policies, the model policies for media and social media have been adapted into a short policy document and an associated procedure.

### Issues

The draft Media Policy and Procedure provide a framework to assist Council when dealing with the media, and to ensure that media engagement by councillors and staff is consistent, accurate, and professional. The Media Policy will supersede the existing 'Media Policy – Councillors' (copy attached for reference).

The Media Policy and Procedure outline:

- principles of media engagement (openness, consistency, accuracy, timeliness);
- Council's administrative framework for engagement with media;
- authorised people for engagement with the media;
- standards of conduct when engaging with the media;
- use of media during emergencies;
- media engagement in the lead up to elections; and
- records management requirements.

The model Social Media Policy was developed in recognition that social media has become fundamental in not just how people interact with each other, but also how we work and consume information and ideas. Despite its benefits, social media also presents a variety of challenges and risks, including:

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- the emergence of new, harmful forms of behaviour, such as cyber-bullying and trolling;
- maintaining the accuracy, reliability and integrity of information disseminated from multiple sources;
- organisations can be held liable for content uploaded onto their social media platforms by third parties;
- content uploaded in a person's private capacity can adversely affect their employment and cause significant reputational damage to colleagues and employers; and
- rapid innovation can make it difficult to keep pace with emerging technologies and trends.

Further, social media poses risks of corruption, including:

- customers, development proponents/objectors, tenderers, or other stakeholders grooming public officials by behaviours such as 'liking' specific posts, reposting content, or sending personal or private messages;
- public officials disclosing confidential or sensitive information;
- using social media for sponsorship opportunities, which may unfairly advantage one sponsor over another and lack transparency; and
- public agencies or officials promoting certain businesses by behaviours such as 'following' them, 'liking' content, or making comments, which may result in those businesses being favoured over others.

Social media has become an important tool in government and political discourse, where it has two primary functions:

- it is used by councils to interact and share information with their communities in an accessible and often more informal format;
- it enables councillors to promote their achievements and address their constituents directly about community issues and events in ways that either complement or bypass traditional news and print media.

Additionally, Warrumbungle Shire Council is one of many councils that use social media as the platform through which to webcast meetings. This increases transparency by providing visibility of Council's decision-making in real time.

Councils and councillors are not immune from the challenges associated with social media, which can pose a significant risk both in a legal sense, and in terms of a council's ability to operate in a unified and coordinated way. The draft policy and procedure therefore provide the framework so that Council and councillors can realise the full benefits of social media while mitigating the risks.

The Social Media Policy and Procedure outline:

- principles for engaging with social media (openness, relevance, accuracy, respect);
- social media platforms Council uses, and the mechanism for deleting or adding platforms;
- that 'House Rules' will be prominently featured on Council's social media platforms;
- the administrative framework for Council's engagement with social media;
- authorised users;
- administrative framework for councillors' engagement with social media;

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- standards of conduct on social media;
- moderation of social media platforms;
- use of social media during emergencies;
- records management and privacy requirements;
- private use of social media
- concerns or complaints.

Importantly for all Council officials, the Social Media Policy and Procedure clarifies that:

*If a Council official chooses to identify themselves as a Council official, either directly or indirectly (such as in their user profile), then they will not be deemed to be acting in their private capacity for the purposes of this procedure.*

This means that, for example, if a staff member lists Warrumbungle Shire Council as their place of work on their social media profile, all content they publish on their 'personal' social media may be taken to be official Council content. All Council officials, including councillors, should take precautions in how they identify themselves on social media.

Council endorsed the draft policies at the March 2023 Council meeting (Resolution 264/2223) for public exhibition and invitation of submissions. No submissions were received during the exhibition period. No changes are proposed to the draft policies as a result of the public exhibition period.

### **Options**

Council may endorse each of the policies as presented, or with amendments.

### **Financial Considerations**

Nil

### **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. Draft *Media Policy*
2. Draft *Social Media Policy*

### **RECOMMENDATION**

That Council adopts the draft *Media Policy* and *Social Media Policy*.

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### **Item 11 Delivery Program Progress Report – 3<sup>rd</sup> Quarter 2022/23**

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

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#### **Reason for Report**

To present the quarterly Delivery Program Progress Report for the period 1 July 2022 to 31 March 2023 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 2022 to 31 March 2023 in carrying out and/or completing activities identified in the Delivery Program 2022/23 to 2025/26 adopted by Council at its Ordinary meeting of 19 May 2022 (Resolution 295/2122). The report highlights areas where progress is behind schedule and/or more action is required.

#### **Options**

Nil

#### **Financial Considerations**

Nil

#### **Attachments**

1. Delivery Program Progress Report – 31 March 2023.

#### **RECOMMENDATION**

That Council endorses the Delivery Program Progress Report for the period 1 July 2022 to 31 March 2023.

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### Item 12 Quarterly Budget Review Statement for the 3rd Quarter Ending 31 March 2023

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Financial Services
<b>Author:</b>	Director Corporate & Community Services
<b>CSP Key Focus Area:</b>	Local Governance and Finance
<b>Priority:</b>	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

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#### **Reason for Report**

To present a summary of Council's financial position as at 31 March 2023 including information regarding the supplementary vote requests.

#### **Summary**

The 3rd Quarter Budget Review Statement report (refer attachments) is to inform Council on major variations and recommend changes to the budget. Explanations for major variations are reported within the attached 3rd Quarterly Budget Review Statement. Also included is a list of supplementary votes for approval.

#### **Background**

Section 203 of the *Local Government (General) Regulation 2021* regarding budget review statements and revision of estimates states that:

- (1) *Not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.*
- (2) *A budget review statement must include or be accompanied by:*
  - (a) *a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and*
  - (b) *if that position is unsatisfactory, recommendations for remedial action.*
- (3) *A budget review statement must also include any information required by the Code to be included in such a statement.*

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The minimum requirements for the Quarterly Budget Review Statement are included in the Code of Accounting Practice and Financial Reporting.

The QBRS is composed of, but not limited to, the following budget review (BR) components:

- A statement by the responsible accounting officer on council's financial position at the end of the year based on the information in the Quarterly Business Review Statement (Part 2)
- Budget Review – Income and Expenses Statement in one of the following formats (Parts 3, 5 & 6):
  - consolidated;
  - by fund (e.g. General Fund; Water Fund; Sewer Fund); or
  - by function, activity, program etc. to align with the management plan / operational plan.
- Budget Review – Capital Budget (Parts 7 and 8)
- Budget Review – Cash and Investments Position (Part 10)
- Budget Review – Key Performance Indicators (Part 12)
- Budget Review – Contracts and Other Expenses (Part 13)

The following important financial information has also been provided in addition to the information required as part of the Quarterly Budget Review Statement reporting framework:

- Balance Sheet as at 31<sup>st</sup> March 2023 (Part 9)
- A Loan Movement Schedule (Part 11)

### **Report**

The 3rd Quarterly Budget Review Statement shows that Council's consolidated revised income budget for the 2022/23 financial year is \$56,121,000. Expenses from continuing operations are projected to be \$42,614,000. This results in a projected consolidated operating result from continuing operations of \$13,508,000 surplus as compared to original \$10,758,000, consolidated budget. The revised before Capital Grants & Contributions surplus is \$1,206,000 as compared to \$3,209,000 estimated at the original budget.

The corresponding General Fund 3rd Quarterly Budget Review Statement figures are a revised income budget for the 2022/23 financial year of \$44,344,000. Expenses from continuing operations are projected to be \$36,064,000. This results in a projected operating surplus from continuing operations of \$8,151,000. The revised before Capital Grants & Contributions surplus is \$129,000 as compared to a deficit of \$3,851,000 estimated at the original budget.

Significant actual items to note from the QBRS include:

### **Revenue**

- Rates and Annual charges are roughly per budget at 99%.
- User charges and fees are 62% per budget. The major area of variance is:
  - \* Increase in RMCC and private works and recycling fees.



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\* Sales of water expected to increase with onset of dryer conditions"

- Interest and investment revenue is anticipated to grow remarkably during last quarter of financial year, given the higher interest rates.
- Other Revenues are at 52% which is slightly less than budget, as some invoicing of fees were delayed in April.
- Operational Grants and Contributions are at budget at 76% of revised budget. Council expects to be paid FAG monies in June.
- Capital grants income is under budget at 37%, but anticipates receiving capital income for projects in last quarter of financial year.

### Expenditure

- Employee related expenditure 81%. Most of the increase is in repairs to flood damage and RMCC works which is matched by income.
- Borrowing costs are 74%.
- Materials & Contracts is roughly over budget at 89 % due to a higher number of projects that Council is currently working on, including State funded RMCC ordered works, and an increase in cost of materials.
- Depreciation expenses are as per pro rata budget of 75%.
- Other expenses are slightly over budget at 81%.

Further information is provided in the 3rd Quarterly Budget Review Statement.

Table 1 Supplementary Votes.

Description	Revenue	Operational Expenditure	Capital Expenditure	Net Impact	Comments
<b>General Fund</b>					
<b>General Revenue</b>					
	499,567	0	0	499,567	Increase in Interest on investments and adj to rates income
<b>Total General Revenue</b>	499,567	0	0	499,567	
<b>Expenditure</b>					
<b>Executive Services</b>					

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Management And Leadership	0	65,025	0	65,025	Savings in operating expenses (including wages)
Governance	(64,867)	92,397	0	27,530	Savings in operating expenses (including wages)
HR Management	5,101	0	0	5,101	
Payroll Services	417,777	(4,164)	0	413,613	Increase in On-Cost Recovery from Additional RMCC ordered works
WH&S And Risk Management	(52,506)	0	0	(52,506)	Reduction in Grant funding
Learning And Development Services	27,421	0	0	27,421	Increase in Grant funding
<b>Total Executive Services</b>	<b>332,926</b>	<b>153,258</b>	<b>0</b>	<b>486,184</b>	
<b>Corporate &amp; Community Services</b>					
RMS Agency	(17,578)	21,900	0	4,322	
Administration And Customer Services	0	40,750	0	40,750	Savings in operating expenses (including wages)
Childrens And Community Services Management	15,000	65,200	0	80,200	Savings in operating expenses (including wages)
Connect 5	(1,500)	3,718	0	2,218	
Community Connections	84,800	0	0	84,800	Savings in operating expenses (including wages)
OOSH	(150)	3,000	0	2,850	
Libraries	(2,733)	(2,237)	0	(4,970)	Savings in operating expenses (including wages)
Community Development	191,721	0	0	191,721	Savings in operating expenses (including wages)
Community Transport	10,000	92,257	0	102,257	Savings in operating expenses (including wages)
Community Care	340	0	0	340	

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Aged Care Services	218,500	(33,380)	0	185,120	Additional user charges and Grant income
Meals On Wheels	1,000	10,827	0	11,827	Savings in operating expenses (including wages)
Respite	1,200	2,109	0	3,309	
Home Maintenance	16,000	9,231	0	25,231	Additional user charges and savings in wages
Social Support	0	248	0	248	
Yuluwirri Kids	(84,700)	317,207	0	232,507	Savings in operating expenses (including wages).
Corporate Services Management	0	16,300	0	16,300	Savings in operating expenses (including wages)
Administration Services	(17,578)	0	0	(17,578)	Savings in wages. GIS services charges directly to grant funded projects
Finance	413,212	220,226	0	633,438	Savings in operating expenses (including wages)
Communications And IT	0	78,571	81,448	160,019	Savings in operating expenses (including wages), and telephony capital expenditure
GIS	0	10,000	0	10,000	Savings in operating expenses (including wages)
Organisational Risk	0	0	0	0	Savings in operating expenses (including wages)
Supply Services	0	37,954	0	37,954	Transfer capital expenses to Operating
<b>Total Corporate &amp; Community Services</b>	<b>827,534</b>	<b>893,881</b>	<b>81,448</b>	<b>1,802,863</b>	
<b>Technical Services</b>					
Roads	0	0		0	

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Road Operations Management	4,968	(112,202)	0	(107,234)	Increase wages, offset by savings in other roads projects
Regional Roads M&R	(119,132)	512,994	(106,777)	287,085	Increase in ordered works and maintenance
Local Roads M&R	(240,100)	(670,678)	1,001,956	91,178	Bridge works grant funded
Aerodromes	(100,661)	39,604	0	(61,057)	Flood Restoration Works
RMCC And Other Road Contracts	200,000	0	0	200,000	Increased income
Reseals	0	0	500	500	Flood Restoration Works
Private Works	5,000	57,255	0	62,255	Savings in operating expenses (including wages)
<b>Total Roads</b>	<b>(249,925)</b>	<b>(173,027)</b>	<b>895,679</b>	<b>472,727</b>	
<b>Urban Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Property And Risk	931,170	0	99,000	1,030,170	Insurance contribution Coona Office roof and savings in wages
Cemetery Services	(10,000)	0	0	(10,000)	Savings in operating expenses (including wages)
Medical Facilities	1,345	1,043	0	2,388	Savings in operating expenses (including wages) and Insurance recoveries.
Public Halls	(1,260)	(22,952)	82,065	57,853	Capital works carry over and savings in wages
Urban Services Management	(2,921)	(124,038)	0	(126,959)	Insufficient budget
Horticulture	0	57,181	681,335	738,516	
Street Cleaning	0	28,900	0	28,900	Savings in operating expenses (including wages)
Public Amenities	0	8,662	0	8,662	
Ovals	218,419	0	1,350,315	1,568,734	Projects deferred to 2023/24
Park	0	0	0	0	
Town Streets	0	0	475,002	475,002	Projects deferred to 2023/24

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Public Swimming Pools	23,971	41,691	141,071	206,733	Projects deferred to 2023/24
<b>Total Urban Services</b>	<b>1,160,724</b>	<b>(9,513)</b>	<b>2,828,788</b>	<b>3,979,999</b>	
Fleet Services Management	0	(15,000)	0	(15,000)	Savings in wages. AM services charges directly to grant funded projects
Plant And Equipment	438,502	0	909,517	1,348,019	Lead time issues with plant procurement deferred to 2023/23
Depots	0	(45,305)	125,000	79,695	Projects deferred to 2023/24
Workshops	0	1,092	7,729	8,821	Savings in operating expenses (including wages)
Design Services Management	0	28,186	(15,147)	13,039	Reverse sup vote made in error Q2
Emergency Services	0	0	0	0	
Survey Investigation And Design	0	(55,000)	0	(55,000)	Insufficient budget for wages
Asset Management	0	47,600	0	47,600	Savings in operating expenses (including wages)
NSW Fire Brigade	0	(4,977)	0	(4,977)	
<b>Total Technical Services</b>	<b>438,502</b>	<b>(43,404)</b>	<b>1,027,099</b>	<b>1,422,197</b>	
<b>Technical services</b>	<b>1,349,301</b>	<b>(225,944)</b>	<b>4,751,566</b>	<b>5,874,923</b>	
<b>Development Services</b>					
Tourism And Development Services	(214,470)	207,693	171,402	164,625	Events and increased sales of souvenirs
Tourism And Economic Promotion	0	(686)	0	(686)	
Development Services Management	1,396	(91,729)	0	(90,333)	
Building Control	0	67,677	0	67,677	Savings in operating expenses (including wages)
Environmental Health Services	2,000	34,061	0	36,061	Savings in operating

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 15 June 2023

					expenses (including wages)
Town Planning	(7,092)	212,264	58,440	263,612	Savings in operating expenses (including wages) and additional funding
Compliance Services	2,000	140,872	0	142,872	Savings in operating expenses (including wages) and additional developer contributions
Noxious Weeds	0	0	0	0	
<b>Development Services</b>	<b>(216,166)</b>	<b>570,152</b>	<b>229,842</b>	<b>583,828</b>	
<b>Warrumbungle Waste</b>					
Warrumbungle Waste	(6,314)	0	(5,000)	(11,314)	
<b>Total Warrumbungle Waste</b>	<b>(6,314)</b>	<b>0</b>	<b>(5,000)</b>	<b>(11,314)</b>	
<b>Total General Fund</b>	<b>2,638,690</b>	<b>1,391,347</b>	<b>5,057,856</b>	<b>9,087,893</b>	
Warrumbungle Water	478,916	1,180	798,270	1,278,366	Projects deferred 2023/24
<b>Total Water Fund</b>	<b>478,916</b>	<b>1,180</b>	<b>798,270</b>	<b>1,278,366</b>	
Warrumbungle Sewer	38,098	650	7,195,000	7,233,748	Projects deferred 2023/24
<b>Total Sewer Fund</b>	<b>38,098</b>	<b>650</b>	<b>7,195,000</b>	<b>7,233,748</b>	
<b>Total Warrumbungle Shire Council</b>	<b>3,155,704</b>	<b>1,393,177</b>	<b>13,051,126</b>	<b>17,600,007</b>	

Below is a reconciliation of the OPERATING RESULT (Table 1b) from continuing operations (including capital grants) for QBR2 to the Revised Budget 2022/23 (refer Revised Budget Column of Part 3 Income Statement of QBR2 attachment to this report):

**Table 1b – Reconciliation of the Operating Result - Consolidated**

Description – Operating Changes	\$'000	\$'000
<b>Brought Forward Operating Result from Continuing Operations - Original Budget 2022/23</b>		<b>10,758</b>
Revotes operational expenditure adjustment	(178)	
Budget – Supplementary vote QBR1 increase in Result	942	

# WARRUMBUNGLA SHIRE COUNCIL

## Ordinary Meeting – 15 June 2023

Budget – Supplementary vote QBR2 decrease in Result	(1,569)	
Budget – Supplementary vote QBR3 increase in Result	3,555	
<b>QBR Improvement to Income Statement</b>	Subtotal	<b>2,750</b>
Less: Capital Grants & Contributions		(12,302)
<b><i>Net Consolidated Operating Result Deficit before Capital Grant &amp; Contributions</i></b>		<b>1,206 Surplus</b>

**Table 1c – Reconciliation of the Operating Result - General**

Description – Operating Changes	\$'000	\$'000
<b>Brought Forward Operating Result from Continuing Operations - Original Budget 2022/23</b>		<b>5,529</b>
Revotes operational expenditure adjustment	(178)	
Budget – Supplementary vote QBR1 increase in Result	942	
Budget – Supplementary vote QBR2 decrease in Result	(1,778)	
Budget – Supplementary vote QBR3 increase in Result	3,330	
<b>QBR Improvement to Income Statement</b>	Subtotal	<b>2,316</b>
Less: Capital Grants & Contributions		(7,716)
<b><i>Net Consolidated Operating Result Deficit before Capital Grant &amp; Contributions</i></b>		<b>129 Surplus</b>

**Table 1d – Reconciliation of the Operating Result – Water**

Description – Operating Changes	\$'000	\$'000
<b>Brought Forward Operating Result from Continuing Operations - Original Budget 2022/23</b>		<b>2,727</b>
Revotes operational expenditure adjustment		
Budget – Supplementary vote QBR1 increase in Result	0	
Budget – Supplementary vote QBR2 increase in Result	243	
Budget – Supplementary vote QBR3 increase in Result	183	
<b>QBR Improvement to Income Statement</b>	Subtotal	<b>426</b>
Less: Capital Grants & Contributions		(2,188)
<b><i>Net Consolidated Operating Result Deficit before Capital Grant &amp; Contributions</i></b>		<b>965 Surplus</b>

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 15 June 2023

**Table 1e – Reconciliation of the Operating Result – Sewer**

Description – Operating Changes	\$'000	\$'000
<b>Brought Forward Operating Result from Continuing Operations - Original Budget 2022/23</b>		<b>2,502</b>
Revotes operational expenditure adjustment		
Budget – Supplementary vote QBRS1 increase in Result	<b>0</b>	
Budget – Supplementary vote QBRS2 decrease in Result	<b>(34)</b>	
Budget – Supplementary vote QBRS3 increase in Result	<b>42</b>	
<b>QBRS Improvement to Income Statement</b>	Subtotal	<b>8</b>
Less: Capital Grants & Contributions		(2,398)
<b>Net Consolidated Operating Result Deficit before Capital Grant &amp; Contributions</b>		<b>112 Surplus</b>

### Rates and Annual Charges

Council levies rates and annual charges on an annual basis commencing in the month of July. Council monitors the repayment of these rates and annual charges and measures its debt recovery performance for rates and annual charges through the use of the Rates and Annual Charges Outstanding Ratio.

The Office of Local Government (OLG) recommends, via their accepted benchmark, a ratio of less than 5% for Urban and Coastal Councils and less than 10% for Rural Councils.

Council's outstanding ratio as at 30th June 2022 was 9.99% which is below the OLG recommended benchmark.

The outstanding rates and annual charges ratio as at 31 March 2023 is 13.37%, which is more than the 10% bench mark proposed by the OLG. The final instalment of rates due on 31<sup>st</sup> May 2023.

A sale of land for overdue rates is being planned.

See table of outstanding balances by rate group and rate/charge type below for further details.

**Table 2a: Outstanding balances by rate group and charge type**

Rates Types	Rates Levy					Water Levy				Grand Total
	General	Domestic Waste	Water Access	Trade Waste	Storm Water	Sewer Access	Water Consumption	Sewer Consumption	Trade Waste Usage	
<b>Business</b>	117,393	56,229	52,857	755	9,233	61,160	132,345	12,561	5,830	448,363
<b>Residential</b>	344,001	397,007	459,825	-	15,857	256,118	425,199	-	-	1,898,007
<b>Farmland</b>	486,772	9,129	-	-	-	-	-	-	-	495,901
<b>Total</b>	948,166	462,365	512,682	755	25,090	317,278	557,544	12,561	5,830	2,842,271

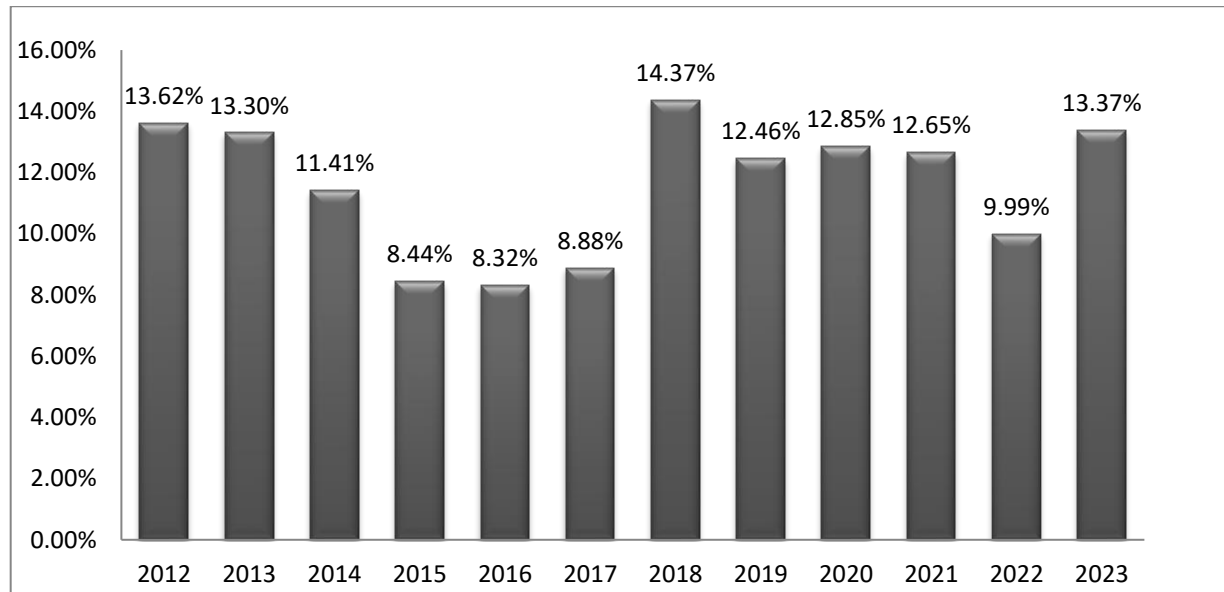


# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 15 June 2023

Collection of outstanding rates commences with an overdue letter which is received from Council. Providing 14 days to pay or contact Council requesting an arrangement. If no payment or contact is made, a letter of demand is sent out by Council's Debt Recovery Agency giving 7 days to make a payment or contact Council requesting an arrangement.

Council's historical debt recovery performance as measured by the rates and charges outstanding ratio is detailed in the graph below.



**Table 2a: Council's outstanding rates and annual charges ratios for the last six years**

Year	Rates and Annual Charges Outstanding Ratio as at 31 <sup>st</sup> March	Rates and Annual Charges Outstanding Ratio as at 30 <sup>th</sup> June.
2023	13.37%	N/A
2022	12.28%	9.99%
2021	15.00%	12.65%
2020	14.11%	12.85%
2019	13.07%	12.46%
2018	10.63%	14.37%
2017	11.20%	10.08%
2016	11.50%	8.32%

The proportion of rates and annual charges outstanding related to residential properties is 67%; 17% of outstanding rates and annual charges relates to farmland; and 16% to business.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 15 June 2023

**Table 2b: Outstanding Rates and Annual Charges – By Rate and Charge Type**

RATE/ CHARGE TYPE	RATE ARREARS 2021/22	2022/23 LEVY	Pensioner Write off	Abandoned	Interest	Legal Fees	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTANDING 2022/23	COLLECTION % 2022/23	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	601,280	8,735,196	(153,281)	(21,830)	49,295	50,130	9,260,790	(6,609,054)	2,651,736	71.37%	948,166	10.24%
Water	470,568	2,365,592	(70,222)	(1,275)	14,688	-	2,779,351	(1,857,495)	921,856	66.83%	512,683	18.45%
Sewerage	225,804	1,588,363	(50,622)	(497)	7,468	-	1,770,516	(1,222,297)	548,219	69.04%	257,225	14.53%
Trade Waste	474	9,450	-	-	17	-	9,941	(7,991)	1,950	80.38%	755	7.59%
Storm Water	22,658	103,707	-	(1)	748	-	127,112	(83,341)	43,771	65.57%	25,090	19.74%
Garbage	426,100	2,223,796	(108,531)	(4,763)	12,943	-	2,549,545	(1,717,678)	831,867	67.37%	462,365	18.14%
<b>TOTAL RATES AND ANNUAL CHARGES</b>	<b>1,746,884</b>	<b>15,026,104</b>	<b>(382,656)</b>	<b>(28,366)</b>	<b>85,159</b>	<b>50,130</b>	<b>16,497,255</b>	<b>(11,497,856)</b>	<b>4,999,399</b>	<b>69.70%</b>	<b>2,206,284</b>	<b>13.37%</b>
Sewerage Access (Water Billing)	103,507	217,373	-	(2,045)	2,303	-	321,138	(192,529)	128,609	59.95%	60,052	18.70%
Water Consumption	637,819	1,570,215	-	(4,371)	21,935	12,647	2,238,245	(1,030,203)	1,208,042	46.03%	557,544	24.91%
Sewer Consumption	22,090	87,415	-	131	488	-	110,124	(63,655)	46,469	57.80%	12,561	11.41%
Trade Waste Usage	17,712	65,366	-	(1,737)	387	-	81,728	(51,306)	30,422	62.78%	5,830	7.13%
<b>TOTAL WATER SUPPLY SERVICES</b>	<b>781,128</b>	<b>1,940,369</b>	<b>-</b>	<b>(8,022)</b>	<b>25,113</b>	<b>12,647</b>	<b>2,751,235</b>	<b>(1,337,693)</b>	<b>1,413,542</b>	<b>48.62%</b>	<b>635,987</b>	<b>23.12%</b>
<b>GRAND TOTAL</b>	<b>2,528,012</b>	<b>16,966,473</b>	<b>(382,656)</b>	<b>(36,388)</b>	<b>110,272</b>	<b>62,777</b>	<b>19,248,490</b>	<b>(12,835,549)</b>	<b>6,412,941</b>	<b>66.68%</b>	<b>2,842,271</b>	<b>14.77%</b>

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 15 June 2023**

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### **Options**

Council can choose to:

1. Accept the Quarterly Budget Review Statement (QBRs) and:
  - (a) approve all supplementary votes requested; or
  - (b) select projects from the supplementary votes and approve a lower amount; or
  - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2022/23; or
  
2. Accept the Quarterly Budget Review Statement (QBRs) subject to changes and:
  - (a) approve all supplementary votes requested; or
  - (b) select projects from the supplementary votes and approve a lower amount; or
  - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2022/23; or
  
3. Not accept the Quarterly Budget Review Statement (QBRs) and:
  - (a) reject the whole amount requested; or
  - (b) select projects from the requested supplementary votes and approve a lower supplementary vote amount; or
  - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2022/23.

### **Statement by Responsible Accounting Officer**

The following statement is made in accordance with clause 203(2) of the *Local Government (General) Regulation 2021*.

It is my opinion that the Quarterly Budget Review Statement for Warrumbungle Shire Council for the quarter indicates that Council's financial position as at 31 March 2023 is satisfactory having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.



**Responsible Accounting Officer**

### **Attachments**

1. 3rd Quarter Budget Review Statement

### **RECOMMENDATION**

That Council:

1. Accept the 3rd Quarter Quarterly Budget Review Statement for the 2022/23 financial year, as presented;
  
2. Approve the variations as described in Table 1a; and
  
3. Note and accept the information provided on the status of the rates and annual charges for the period ending 31 March 2023.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 15 June 2023**

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### **Item 13 Investments and Term Deposits**

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Financial Services
<b>Author:</b>	Acting Accountant – Lisa Grammer
<b>CSP Key Focus Area:</b>	Civic Leadership
<b>Priority:</b>	CL1 That Council is financially sustainable over the long term

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### **Reason for Report**

As required by clause 212 of the *Local Government (General) Regulation 2021*, 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 s625 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 2021* (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, \$6,500,000.00 worth of term deposits matured, earning Council a total of \$65,507.68 in Interest.

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

- \$1,000,000 with MAQ at a rate of 4.63%
- \$1,000,000 with WBC at a rate of 4.61%
- \$1,000,000 with NAB at a rate of 4.65%
- \$ 500,000 with NAB at a rate of 4.80%
- \$1,000,000 with NAB at a rate of 4.70%

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 15 June 2023

- \$1,000,000 with NAB at a rate of 4.75%
- \$1,000,000 with AMP at a rate of 5.20%

The balance of the term deposits at the end of the month was \$32,000,000.00.

### 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, \$1,438.42 interest was earned on the balances in the accounts and net transfers of \$1,000,000.00 were made from these accounts resulting in a month end balance of \$612,349.12

### Cash at bank balance

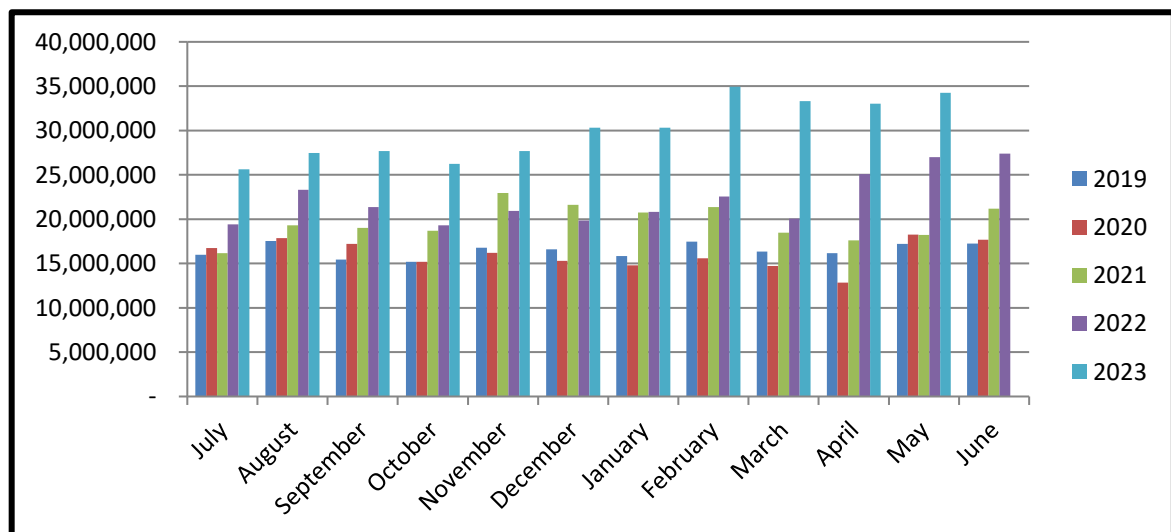
In addition to the at call accounts and term deposits, as at 31 May 2023, Council had a cash at bank balance of \$1,665,056.64.

### Income Return

The average yield on Investments Council held for May 2023, of 4.3878%. Council uses the Bank Bill Swap Rate (BBSW) supplied by the Australian Securities Exchange (ASX) which was 4.0145% for the month of May. The performance of investments for May, based on the comparison, was the portfolio exceeded the benchmark by 0.3733%.

Council's budget for year 2022/23 for interest on investments is \$147,000.00. At the end of May 2023, the amount of interest received and accrued should be around 91.67% of the total year budget, i.e. \$134,750.00 On a year to date basis, interest received and accrued totals \$523,549.97, which is 356.16% of the annual budget. Council's budget for interest on investments will be reviewed in the March Quarterly Budget Review.

### Graph by Month Investments



# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 15 June 2023

**Table 1: Investment Balances – 31 May 2023**

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
<b>At Call Accounts</b>							
NAB	1-Apr-23	At Call	at call	ADI	ADI	0.05%	1,219.34
ANZ	1-Apr-23	At Call	at call	ADI	ADI	0.01%	6,555.71
CBA At Call 1	1-Apr-23	At Call	at call	ADI	ADI	0.02%	335.34
CBA At Call 2	1-Apr-23	At Call	at call	ADI	ADI	3.10%	604,238.73
							<b>612,349.12</b>
<b>Term Deposits</b>							
CBA	02-Feb-23	06-Jun-23	124	ADI	ADI	4.24%	1,500,000.00
NAB	14-Dec-22	13-Jun-23	181	ADI	ADI	4.10%	1,000,000.00
CBA - Sewer Fund	20-Dec-22	20-Jun-23	182	ADI	ADI	4.26%	2,000,000.00
MAQ	29-Apr-22	21-Jun-23	418	UMG	UMG	2.05%	1,000,000.00
WBC	27-Feb-23	27-Jun-23	120	UMG	UMG	4.27%	500,000.00
NAB	28-Feb-23	04-Jul-23	126	ADI	ADI	4.26%	500,000.00
WBC	29-Apr-22	12-Jul-23	439	ADI	ADI	2.55%	1,000,000.00
NAB	17-Apr-23	17-Jul-23	91	ADI	ADI	4.30%	1,000,000.00
NAB	24-Apr-23	24-Jul-23	91	ADI	ADI	4.30%	1,000,000.00
MAQ	24-Apr-23	01-Aug-23	99	UMG	UMG	4.42%	1,000,000.00
CBA	08-Mar-23	08-Aug-23	153	ADI	ADI	4.40%	1,000,000.00
MAQ	24-Apr-23	15-Aug-23	113	UMG	UMG	4.42%	500,000.00
MAQ	21-Feb-23	22-Aug-23	182	UMG	UMG	4.52%	1,000,000.00
WBC	27-Feb-23	28-Aug-23	182	UMG	UMG	4.63%	1,000,000.00
MAQ	31-May-23	30-Aug-23	91	UMG	UMG	4.63%	1,000,000.00
NAB	03-Apr-23	31-Aug-23	150	ADI	ADI	4.40%	1,000,000.00
CBA	27-Feb-23	25-Sep-23	210	ADI	ADI	4.74%	1,000,000.00
WBC	31-May-23	29-Sep-23	121	ADI	ADI	4.61%	1,000,000.00
NAB - Sewer Fund	20-Apr-23	17-Oct-23	180	ADI	ADI	4.55%	500,000.00
WBC	31-Jan-23	31-Oct-23	273	ADI	ADI	4.44%	2,000,000.00
NAB	04-May-23	31-Oct-23	180	ADI	ADI	4.65%	1,000,000.00
NAB	10-May-23	08-Nov-23	182	ADI	ADI	4.70%	1,000,000.00
MAQ	01-Mar-23	17-Nov-23	261	LMG	LMG	4.72%	1,000,000.00

# WARRUMBUNGLA SHIRE COUNCIL

## Ordinary Meeting – 15 June 2023

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AMP	24-Nov-22	24-Nov-23	365	LMG	LMG	4.60%	1,000,000.00
NAB	19-May-23	29-Nov-23	194	ADI	ADI	4.80%	500,000.00
NAB	22-May-23	06-Dec-23	198	ADI	ADI	4.80%	1,000,000.00
AMP	04-Apr-23	11-Dec-23	251	LMG	LMG	4.75%	1,000,000.00
NAB	23-Mar-23	19-Dec-23	271	ADI	ADI	4.40%	1,000,000.00
NAB	17-May-23	12-Jan-24	240	ADI	ADI	4.75%	1,000,000.00
CBA	27-Feb-23	27-Feb-24	365	ADI	ADI	5.06%	2,000,000.00
AMP	29-May-23	24-May-24	361	ADI	ADI	5.20%	1,000,000.00
						<b>Sub-Total</b>	<b>32,000,000.00</b>
						<b>Total</b>	<b>32,612,349.12</b>

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 15 June 2023

### Credit Rating Legend

<b>P</b>	Prime
<b>ADI</b>	Big Four – ANZ, CBA, NAB, WBC
<b>HG</b>	High Grade
<b>UMG</b>	Upper Medium Grade
<b>LMG</b>	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	1,219.34	-		1,219.34
ANZ	6,555.71	-		6,555.71
CBA At Call 1	335.34	-		335.34
CBA At Call 2	1,602,800.31	1,438.42	(1,000,000.00)	604,238.73
<b>Total at call</b>	<b>1,610,910.70</b>	<b>1,438.42</b>	<b>(1,000,000.00)</b>	<b>612,349.12</b>
NAB	1,000,000.00	15,945.21	(1,015,945.21)	
WBC	1,000,000.00	821.92	(1,000,821.92)	
CBA	1,000,000.00	6,262.19	(1,006,262.19)	
NAB	500,000.00	4,547.95	(504,547.95)	
MAQ	1,000,000.00	13,724.93	(1,013,724.93)	
AMP	1,000,000.00	21,945.21	(1,021,945.21)	
WBC	1,000,000.00	2,260.27	(1,002,260.27)	
CBA	1,500,000.00	-		1,500,000.00
NAB	1,000,000.00	-		1,000,000.00
CBA - Sewer Fund	2,000,000.00	-		2,000,000.00
MAQ	1,000,000.00	-		1,000,000.00
WBC	500,000.00	-		500,000.00
NAB	500,000.00	-		500,000.00
WBC	1,000,000.00	-		1,000,000.00
NAB	1,000,000.00	-		1,000,000.00
NAB	1,000,000.00	-		1,000,000.00
MAQ	1,000,000.00	-		1,000,000.00
CBA	1,000,000.00	-		1,000,000.00
MAQ	500,000.00	-		500,000.00
MAQ	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
NAB	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 - Sewer Fund	500,000.00	-		500,000.00
WBC	2,000,000.00			2,000,000.00



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NAB			1,000,000.00	1,000,000.00
NAB			1,000,000.00	1,000,000.00
MAQ	1,000,000.00			1,000,000.00
AMP	1,000,000.00			1,000,000.00
NAB			500,000.00	500,000.00
NAB			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
NAB			1,000,000.00	1,000,000.00
CBA	2,000,000.00			2,000,000.00
AMP			1,000,000.00	1,000,000.00
<b>Total Term deposits</b>	<b>31,000,000.00</b>	<b>65,507.68</b>	<b>934,492.32</b>	<b>32,000,000.00</b>
<b>Total</b>	<b>32,610,910.70</b>	<b>66,946.10</b>	<b>(65,507.68)</b>	<b>32,612,349.12</b>

### 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
	<b>Total Prime</b>		<b>0.00%</b>	<b>100.00%</b>	<b>Compliant</b>
ANZ	ADI	6,555.71	0.02%	6,555.71	Compliant
CBA	ADI	8,104,574.07	24.85%	8,104,574.07	Compliant
WBC	ADI	5,500,000.00	16.86%	5,500,000.00	Compliant
NAB	ADI	10,501,219.34	32.20%	10,501,219.34	Compliant
	<b>Total ADI</b>	<b>24,112,349.12</b>	<b>73.94%</b>	<b>24,112,349.12</b>	<b>Compliant</b>
MAQ	UMG	5,500,000.00	16.86%	20.00%	Compliant
	<b>Total UMG</b>	<b>5,500,000.00</b>	<b>16.87%</b>	<b>60.00%</b>	<b>Compliant</b>
ME	LMG	-	0.00%	10.00%	Compliant
AMP	LMG	3,000,000.00	9.20%	10.00%	Compliant
	<b>Total LMG</b>	<b>3,000,000.00</b>	<b>9.20%</b>	<b>10.00%</b>	<b>Compliant</b>
	<b>Grand Total</b>	<b>32,612,349.12</b>	<b>100.00%</b>		

### 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 2021* and Council's Investments Policy.



Responsible Accounting Officer – Lisa Grammer

# **WARRUMBUNGLA SHIRE COUNCIL**

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### **RECOMMENDATION**

That Council accept the Investments Report for the month ending 31 May 2023 including a total balance of \$34,277,405.76 being:

- \$612,349.12 in at call accounts.
- \$32,000,000.00 in term deposits.
- \$1,665,056.64 cash at bank.

# WARRUMBUNGLE SHIRE COUNCIL

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### Item 14 Natural Disaster Response and Recovery Monthly Report for June 2023

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Road Operations
<b>Author:</b>	Manager Road Operations – Kylie Kerr
<b>CSP Key Focus Area:</b>	Supporting Community Life
<b>Priority:</b>	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.

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#### **Reason for Report**

The reason for this report is to provide a monthly update on the natural disaster response and recovery.

#### **Background**

Council at its meeting on 16 November 2022 resolved the following:

**'150/2223 RESOLVED** that:

- 1. Due to the impact of multiple 'Declared Natural Disasters', Council recognises the ongoing urgent need to repair and make safe road networks across the Shire;*
- 2. Council notes the applications for joint State and Federal DRFA funding for works arising due to the impact of Declared Natural Disaster Events have been made;*
- 3. Works associated with AGRN987 (November 2021), AGRN1030 (August 2022) and AGRN1034 (September 2022 onwards) are for the purpose of response to, or recovery from, 'Declared Natural Disasters';*
- 4. Council notes the Office of Local Government Circular No 22-17 dated 10 June 2022 provides that the Local Government (General) Regulation 2021 has been amended to prescribe a tendering threshold of \$500,000 for contracts entered into by councils for the purpose of responding to, or recovering from, a Declared Natural Disaster within 12 months of the declaration of the natural disaster;*
- 5. To assist in the recovery process Council endorses the engagement of contractors for the restoration of public assets;*

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6. Council determines that due to the unprecedented demand for the services of relevant consultants and contractors following recent rain and flood events throughout the State is an extenuating circumstance under s55(3)(i) of the LGA;
7. Council delegates authority to the General Manager (or his delegate) to execute the contracts that exceed \$250,000 referred items 4, 5 and 6 above, in consultation with the Mayor. Such works are to be carried out within the approved and funded Declared Natural Disasters AGRN987, AGRN1030 and AGRN1034.
8. Council receive monthly progress reports on the Disaster Recovery process.'

As previously reported to Council, as at 21 November 2022, in addition to the emergency works claim nine (9) works packages to the value of \$12,767,871.13 have been submitted for restoration works. As the submissions have been assessed and adjusted this value is now \$10,723,704 including emergency and immediate restoration (emergent) for November 2021 event and \$1,261,741 for September 2022 event. The variance between the original submission amount and current submission amount is due to a number of urban streets being removed from the submission with Council being unable to meet the proof of damage criteria. Several of the causeways have also been moved from the November 2021 submission to September 2022 submission due to additional damage. September 2022 AGRN 1034 current estimate is \$1,261,741 with further defects still to be included. The estimate numbers will continue to move as each defect is assessed.

As of 1 June 2023, there are 1,773 defects for the November 2021 event and 80 defects for the September 2022 event identified. There will be no restoration defects for August 2022 event as this claim will be emergency works only.

To date the amount of \$7,931,524 has been approved for restoration and works have commenced.

Row Labels	Approved	Queried	Submitted	Grand Total
Road - bridge / structure		\$0	\$71,737	\$71,737
Road - culvert / floodway	\$52,614	\$9,588		\$62,202
Road - sealed	\$1,425,997	\$551,314	\$15,218	\$1,992,529
Road - unsealed - formed	\$5,709,509	\$708,388	\$1,435,934	\$7,853,831
Road - unsealed - unformed	\$10,916			\$10,916
Stormwater infrastructure	\$6,919			\$6,919
Emergent Works	\$725,570			\$725,570
<b>AGRN 987</b>	<b>\$7,931,524</b>	<b>\$1,269,290</b>	<b>\$1,522,889</b>	<b>\$10,723,704</b>
Road - bridge / structure		\$661,590	\$528,198	\$1,189,788
Road - culvert / floodway			\$57,992	\$57,992
Road - unsealed - formed		\$13,961		\$13,961
<b>AGRN 1034</b>	<b>\$0</b>	<b>\$675,551</b>	<b>\$586,190</b>	<b>\$1,261,741</b>

# WARRUMBUNGLE SHIRE COUNCIL

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Grand Total	\$7,931,524	\$1,944,841	\$2,109,079	\$11,985,445
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- Approved refers to defects that have been assessed by TfNSW and the upper funding limiting has been set.
- Queried refers to defects that have been submitted and TfNSW are asking for additional information.
- Submitted refers to defects that have been submitted to TfNSW and are currently being assessed.

Note:

*The estimated cost may change as Transport for NSW (TfNSW) assesses each defect in the submitted packages and sets upper limit for the restoration works.*

Expenditure to the 1 June 2023 for AGRN 987, 1030 and 1034 is \$3,835,260 and includes emergent and full restoration works.

AGRN 987 Natural Disaster Restoration Works carried out in May 2023 on the following roads (in order of expenditure):

- Napier Lane
- Narrawa South Rd
- Nullawa Rd
- Munns Rd
- Dandry Rd
- Mt Bangalore Rd
- Sleightholmes Rd
- Yarrow Rd

AGRN 1034 Natural Disaster Emergency Works carried out in April 2023 on the following roads (in order of expenditure):

- Sleightholmes Rd
- Nullawa Rd
- Ropers Rd
- Gamble Creek Rd
- Napier Lane
- Hollymount Rd
- Dandry Rd
- Munns Rd
- Black Stump Way
- Mt Bangalore Rd
- Mooren Rd
- Purlewaugh Rd (MR 129)

Emergency works include urgent repairs to make the roads safe and accessible, installing and removing road closure signs, removal of debris on bridges and causeways and immediate restoration works to return the asset to pre-disaster condition.

# **WARRUMBUNGLE SHIRE COUNCIL**

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During May 2023, we are also delivering the following grant funded projects concurrently with the Natural Disaster Restoration Works:

- Pothole Repair Program – as of 1 June 2023 there has been 3,668 potholes repaired on 436km of local rural and urban roads under this program.
- Regional and Local Road Repair Program – submitted works schedule
- Regional Road Repair Program – Black Stump Way
- Regional Road Block Grant
- Fixing Local Roads – Tooraweenah Road Sealing Project
- RMCC Maintenance, Heavy Patching, Guardrail Installation and Flood Restoration Works.

The road crews are working six (6) days a week most weeks on our local rural roads performing pothole repairs. Crews are also working longer hours where necessary to get the works completed quicker. The additional hours staff are working are being monitored for negative safety impacts such as manual handling incidents as a result of fatigue and physical stress on the body.

Council has engaged a Contractor under the Casual Plant Hire Contract to supply an unsealed road maintenance crew to commence Natural Disaster Restoration Works in the Mendooran area.

Council is currently recruiting for a Works Engineer. A key focus area for this position over the next 18 to 24 months will be coordinating the Natural Disaster Restoration Works, assessing heavy vehicle access applications and ensuring project management documentation is ready for major projects.

Three (3) tenders are in draft stage for Natural Disaster Restoration Works and are expected to be finalised and advertised by the end of June. The roads, listed below, have been reviewed against the damage from the September 2022 Natural Disaster Event AGRN 1034 and no significant increase in restoration costs is expected. The draft tender documents are currently being updated to include quality control requirements including hold points. The roads included in the tenders are as follows and are expected to be less than \$500,000 per Contract.

<b>Tender 1 Sandy Creek Area</b>	<b>Tender 2 Upper Laheys Creek Area</b>	<b>Tender 3 North of Oxley (Goolhi and Surrounds)</b>
Danabar Road	Brooklyn Road	Albert Wright Road
Dapper Road	Lincoln Road	Ameys Road
Diehm Road	Upper Laheys Creek Road	Apricot Lane
Lambing Hill Road		Bakers Lane
Sandy Creek Road		Balmoral Road
		Bellings Road
		Borah Creek Road
		Goolhi Road
		Keeches Road
		McEvoy's Road
		Quaker Tommy Road

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		Rayak Road
		Reddens Road
		Schumacks Road
		Yaminbah Road

As the packages are approved, our strategy will be to carry out the approved works in accordance with the prioritisation process approved by Council.

**‘113/2223 RESOLVED that Council:**

- 1. Endorses the Natural Disaster Recovery approach for the restoration of the Shire’s road network with road priorities as:*
  - *Priority 1 – Regional Roads*
  - *Priority 2 – Local Arterial Roads*
  - *Priority 3 – Local Distributor Roads*
  - *Priority 4 – Local Collector Roads*
  - *Priority 5 – Local Access Roads.*
- 2. Endorses that lower priority roads may be considered to be brought forward in the program if it is more practical or cost effective to deliver the works along with a higher priority road.*
- 3. Notes that all restoration works associated with the November 2021 natural disaster must be completed by 30 June 2024.’*

We will be using Council work crews as much as we can supplemented with contractors when available.

### **Issues**

While we wait for our applications to be approved, Council can only carry out emergency works.

It is also important to note that the restoration works are to restore the damaged roads and road related infrastructure to pre-disaster conditions, there is no allowance for any improvements to the road network.

The funding submissions for ARGN 1030 and 1034 are currently being prepared with 100% of the inspections being completed. The submissions are required to be submitted to TfNSW by the 30 September 2023. Our submissions are currently being prepared and will be submitted between July and September 2023 once the emergent works period has finished at the end of June.

At the time of writing this report, 11 locations are recorded on NSW Live Traffic as having partial road closed or changed road conditions.

<b>Main Street</b>	<b>Suburb</b>	<b>Other Information</b>
Boomley Road	Dunedoo	Culvert under the road has been severely damaged in the 2021 & 2022 Natural Disaster Events.

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Brooklyn Road	Dunedoo	Road has been severely damaged in the 2021 & 2022 Natural Disaster Events.
Sandy Creek Road	Dunedoo	Road severely damaged in the 2021 & 2022 Natural Disaster Events.
Yarrow Road	Mendooran	There is an unsafe level of sand and water on this causeway.
Neible Siding Road	Weetaliba	There is an unsafe level of water on this causeway.
Sandy Creek Road	Dunedoo	Causeway severely damaged in the 2021 & 2022 Natural Disaster Events.
Doganabuganaram Road	Neilrex	Road severely damaged in the 2021 & 2022 Natural Disaster Events.
Laheys Creek Road	Dunedoo	Road severely damaged in the 2021 & 2022 Natural Disaster Events.
Cumbil Road	Baradine	Causeway has been severely damaged from 2021 & 2022 Natural Disaster Events. A section of the causeway and the road approach on the eastern side has been washed away. There is no access across the causeway.
Boomley Road	Dunedoo	Bridge approaches (road) was severely damaged in the 2021 & 2022 Natural Disaster Events.
Pandora Pass Road	Coolah	Causeway was severely damaged in the 2021 & 2022 Natural Disaster Events.

### **Options**

There are options available to Council to deliver the Natural Disaster works once funding approval has been granted.

Given the quantum of work and the timeframe required in which to complete the works, procurement of contractors are required to supplement Council staff.

As resolved by Council, contractors will be engaged for various packages of work bundled by location.

### **Financial Considerations**

Council's costs are recoverable for services that directly relate to the restoration of essential public assets in accordance with the NSW Natural Disaster Essential Public Asset Restoration Guidelines.

The recoverable costs will be claimed from TfNSW via their normal invoicing process which includes submitting actual expenditure monthly. Council is also required to submit the corresponding Form 306 when submitting a claim for payment.

As per Council's resolution from the 16 February 2023 Council meeting, the nominated projects for Category D funding were submitted to the Office of Local Government. We were only able to submit a maximum of \$1 million. The seven (7) projects nominated totalled \$1.7 million so we had to remove the seventh project. Staff were assured that should one or more of the nominated projects not meet the criteria the seventh project could be reintroduced. While Council has received the \$1



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million funding, the submission process for the nominated projects is not yet open. There has been no expenditure on the individual projects to date.

Council is delivering a number of projects using grant funding to return our road network to pre disaster condition and to address other unfunded road maintenance issues. The following table provides the financial status of these projects as at 1 June 2023.

<b>Project</b>	<b>Budget</b>	<b>Expenditure</b>	<b>Percentage Spent</b>	<b>Construction Completion Date</b>
Natural Disaster AGRN 987, 1030 and 1034	\$7,931,524	\$3,835,260	46%	30/06/2025
Pothole Repair Program	\$864,683	\$108,039	11%	01/01/2024
Regional and Local Roads Repair Program	\$4,590,987	\$0	0%	29/02/2024
Category D	\$1,000,000	\$0	0%	30/06/2025

### **Community Engagement Considerations**

The level of community engagement is to inform.

### **Attachments**

1. Regional and Local Roads Program – Program Work Plan

### **RECOMMENDATION**

That Council note the Natural Disaster Response and Recovery Monthly Report for June 2023.

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### **Item 15 Orana Water Utilities Alliance Deed of Agreement Report**

<b>Division:</b>	Environment and Development Services
<b>Management Area:</b>	Warrumbungle Water
<b>Author:</b>	Manager Warrumbungle Water – Tom Cleary
<b>CSP Key Focus Area:</b>	Supporting Community Life
<b>Priority:</b>	SC4.4 The future requirements for water and power are identified and adequately planned for by the service providers.

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#### **Reason for report**

To seek resolution from Council to execute a fresh deed of agreement for Warrumbungle Shire Council's ongoing membership with the Orana Water Utilities Alliance.

#### **Background**

The Orana Water Utilities Alliance (OWUA) is an alliance between 13 different member councils located in the western region of NSW. The OWUA is a technical advisory committee which consists of at least one staff member from each member Council who is directly involved in the operation and management of their water supply and sewerage services. The technical advisory committee reports directly to the alliance board which is comprised of members of the Alliance of Western Councils, with the General Manager from each Council forming the board. This structure ensures that each Council operated water utilities are following best water management practice.

The Orana Water Utilities Alliance (OWUA) is an alliance between the following Council's:

- Brewarrina Shire Council
- Bogan Shire Council
- Bourke Shire Council
- Central Darling Shire Council
- Cobar Shire Council
- Coonamble Shire Council
- Dubbo Regional Council
- Gilgandra Shire Council
- Mid-Western Regional Council
- Narromine Shire Council
- Walgett Shire Council
- Warren Shire Council
- Warrumbungle Shire Council

The OWUA was formed following the dissolution of the Lower Macquarie Water Utilities Alliance (LMWUA). Warrumbungle Shire Council was a member of the previous LMWUA. In September 2018 at a meeting in Coonamble it was agreed that the Lower Macquarie Water Utilities Alliance will be known as the Orana Water

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Utilities Alliance. At this time Warrumbungle Shire Council opted to continue membership with the alliance and subsequently joined the newly formed OWUA.

Since inception of the OWUA, Council has benefited significantly as a member Council. Notable achievements of the OWUA that have positively contributed to Warrumbungle Shire Council include the following:

- Inception, management and completion of the bore condition assessment project. Council will recall that all groundwater bores for water supply across the LGA were assessed as part of this project and further bores identified by Council inspected via camera. This project has been extremely useful to Council assisting in implementing best practice asset management.
- Implementation of the DPE Pilot Training Program which has seen a training analysis completed for each Council to identify training deficiencies for operational staff.
- The development of a Business Continuity Plan. The Business Continuity Plan was developed in response to COVID-19 to ensure continuous operation of water utilities, however also includes management plans for natural disasters.
- The ongoing develop of a business case for the Orana Training Centre which aims to construct a centralised training facility in the Orana region to facilitate staff training to combat alliance wide staff and skillset shortages.

In addition to the above achievements, Warrumbungle Shire Council also benefits from:

- Resource and staff skill sharing;
- Networking opportunities;
- Industry representation;
- Water resource sharing opportunities;
- Peer review of performance and mentoring where appropriate;
- Development of shared best practice strategies;
- Funding of best practice strategies and goals;
- Training and training resource sharing.

### **Issues**

The OWUA operates under a deed of agreement which outlines the terms and conditions of membership. The existing deed of agreement is due to expire on the 30<sup>th</sup> of June 2023 and thus a fresh deed of agreement has been distributed to member Council's for execution. The period of the deed of agreement is five years.

### **Options**

Council does have the option to not execute the deed of agreement, however this is not recommended. Ongoing membership provides significant benefit to the provision of Warrumbungle Shire Council's water and sewerage services. It is recommended that Council remains to be a member of the OWUA.

### **Financial Considerations**

Member Council's inclusive of Warrumbungle Shire Council, will be required to contribute a flat fee of \$7,702.49 per annum. This fee covers the cost of a dedicated OWUA staff member, travel, accommodation and incidentals as necessary. This will be funded out of Council's operational budget from both the Water Fund and the Sewer Fund.

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### **Community Engagement**

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

### **Attachments**

1. Orana Water Utilities Alliance Deed of Agreement

### **RECOMMENDATION**

That Council:

1. Notes the information contained in the Orana Water Utilities Alliance Deed of Agreement report.
2. Authorises the General Manager to execute and sign the Orana Water Utilities Alliance deed of agreement.

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### **Item 16 Alcohol Free Zones Report**

<b>Division:</b>	Environment and Development Services
<b>Management Area:</b>	Planning and Regulation
<b>Author:</b>	Manager Planning and Regulation – Kelly Dewar
<b>CSP Key Focus Area:</b>	Supporting Community Life
<b>Priority:</b>	SC6 Our towns and villages are characterised by their attractiveness, appearance, safety and amenity.

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### **Reason for report**

To re-establish the Alcohol Free Zones within the towns of Baradine, Binnaway, Coonabarabran, Coolah, Dunedoo and Mendooran as per Section 644 of the Local Government Act 1993.

### **Background**

The proposed renewal of the Alcohol Free Zones throughout the Warrumbungle Shire (as per attached maps - Attachment 1) have now been exhibited as per Resolution 269/2223.

Amendments were made to the Alcohol Free Zones in Binnaway, Coolah, Coonabarabran, Dunedoo and Mendooran to include the streets around the Hospitals and Licenced Premises that were previously not included in the Alcohol Free Zones. The inclusion of these area increases the public safety in and around Hospitals and Licenced Premises throughout the Shire.

Letters were sent to Liquor Licensees, Secretaries of the Registered Clubs, Police, Local Aboriginal Lands Council and the Anti-Discrimination Board notifying them of the proposed Alcohol Free Zones within the towns, the proposed Alcohol Free Zones were also placed on public exhibition via Councils website, Facebook and Notices in the local Newspaper and Diaries.

The public exhibition period commenced on 4 May 2023 and concluded on the 5 June 2023.

### **Issues**

Council is to consider any representations, submissions or objections received and as a result may amend or withdraw a proposal to establish an Alcohol Free Zone. Council received no submissions or objections during the exhibition period.

### **Options**

1. Not renew the Alcohol Free Zones in Baradine, Binnaway, Coonabarabran, Coolah, Dunedoo and Mendooran.
2. Renew the Alcohol Free Zones in Baradine, Binnaway, Coonabarabran, Coolah, Dunedoo and Mendooran.

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### **Financial Considerations**

Council is responsible for meeting the cost of providing/updating signage within the zones.

### **Community Engagement Considerations**

Community Engagement is to Inform and Consult.

### **Attachments**

3. Map showing the location of the Alcohol Free Zones in Baradine.
4. Map showing the location of the Alcohol Free Zones in Binnaway.
5. Map showing the location of the Alcohol Free Zones in Coolah.
6. Map showing the location of the Alcohol Free Zones in Coolah – Hospital.
7. Map showing the location of the Alcohol Free Zones in Coonabarabran.
8. Map showing the location of the Alcohol Free Zones in Dunedoo
9. Map showing the location of the Alcohol Free Zones in Mendooran.

### **RECOMMENDATION**

That Council:

1. Notes the information contained in the Alcohol Free Zones Report
2. Re-establishes the Alcohol Free Zones as advertised in the towns of Baradine, Binnaway, Coonabarabran, Coolah, Dunedoo and Mendooran for a period of four (4) years from July 2023 to July 2027.

# WARRUMBUNGLÉ SHIRE COUNCIL

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### Item 17 Development Applications

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

### Development Applications (i) Approved – May 2023

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type of Development	Referral Days	Stop the Clock Days
DA2/2023	23/02/2023	09/05/2023	Gregory Ryan	Oxley Highway	Coonabarabran	Shed	22 *	0
DA4/2023	16/03/2023	22/05/2023	Premise	37A Macquarie Street	Baradine	Multi-dwelling housing	14	37
DA6/2023	03/04/2023	30/05/2023	Langford & Rowe Consulting	15045 Golden Highway	Dunedoo	Sub-division	23	0
DA7/2023	11/04/2023	30/05/2023	Central West Planning	3773 Coonabarabran Road	Mollyan	Dwelling	18	0
DA8/2023	6/04/2023	30/05/2023	Sandra Binns	145 Lawnside Drive	Mendooran	Shed	6	0

**Note:** The applicant lodges the DA via the NSW Planning Portal, Council makes all referrals to Government Agencies within two (2) days via the Concurrence and Referral dashboard through the NSW Planning Portal.

### \* Essential Energy

### RECOMMENDATION

That Council notes the Applications and Certificates approved during May 2023, under Delegated Authority.

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## Ordinary Meeting – 15 June 2023

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### Item 18 Reports to be Considered in Closed Council

#### Item 18.1 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).

#### 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).