



Ordinary Council Meeting

Agenda

21 September 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 Coolah Chambers, Binnia Street, Coolah
on Thursday, 21 September 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

17 August 2023

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

WARRUMBUNGLE SHIRE COUNCIL

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Item 1 Nominations for and Election for the Position of Mayor for the Period 2023 to 2024

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

Reason for Report

Council is required to elect a Mayor. This report provides the procedure for the election of Mayor for the coming period to September 2024.

Background

Where the Mayor is elected by the councillors the Council is required to elect a Mayor to preside over the Council. The final term for the Mayoral term will be for a period of 12 months, that is September 2023 to September 2024. The term is normally two years, however due to the delayed election due to COVID-19 the period has been shortened

Section 290(1)(a) of the Act requires the election of the mayor to be conducted:

290 When is an election of a mayor by the councillors to be held?

(1) The election of the mayor by the councillors is to be held:

- (a) if it is the first election after an ordinary election of councillors – within 3 weeks after the ordinary election, or*
- (b) if it is not that first election or an election to fill a casual vacancy – during the month of September, or*
- (c) if it is the first election after the constitution of an area – within 14 days after the appointment of a provisional council or the first election of the council if a provisional council is not appointed, or*
- (d) if the relevant council is a non-functioning council, or a council of which all civic offices have been declared vacant, and the election is the first to be held after the appointment or election of the councillors – within 14 days after the appointment or election of the councillors.*

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(2) If the councillors fail to elect a mayor as required by this section, the Governor may appoint one of the councillors as the mayor.

(3) For the purposes of this section, an election of councillors does not conclude until the declaration of election of all the councillors of the council concerned.

The election is to be conducted by the General Manager or in his or her absence, a Council employee designated by the General Manager, or in the event that all of these people are absent, by the person who called the meeting.

The role of the Mayor is outlined by section 226:

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

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(o) to exercise any other functions of the council that the council determines.

The Mayoral Fee presently paid by Warrumbungle Shire Council is \$28,430 pa, plus \$13,030 pa Councillor Fee totalling \$41,460, plus business use of a motor vehicle.

Nominations

Nominations are now invited for the Office of Mayor for the 2023 to 2024 term (until September 2024). The elections of Mayor of Warrumbungle Shire Council must be held in accordance with Schedule 7 of the *Local Government (General) Regulation 2005* and Council's Code of Meeting Practice.

In accordance with section 227(a) of the *Local Government Act 1993* the Mayor of Warrumbungle Shire Council is elected by the councillors from among their number.

Schedule 7 of the *Local Government (General) Regulation 2005* sets out the procedures for the election of Mayor:

1. Returning Officer

The General Manager (or a person nominated by the General Manager) is the Returning Officer.

2. Nomination

(1) A councillor may be nominated without notice for election as Mayor.

(2) The nomination is to be made in writing by two (2) or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.

(3) The nomination is to be delivered or sent to the Returning Officer.

(4) The Returning Officer is to announce the names of the nominees at the Council meeting at which the election is to be held.

3. Election

(1) If only one councillor is nominated, that councillor is elected.

(2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.

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

(4) In this clause:

“ballot” has its normal meaning of secret ballot.

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“open voting” means voting by a show of hands or similar means.

4. Application of Part

This Part applies if the election proceeds by ordinary ballot or by open voting.

5. Marking of Ballot-Papers

(1) If the election proceeds by ordinary ballot, the Returning Officer is to decide the manner in which votes are to be marked on the ballot-papers.

(2) The formality of a ballot-paper under this Part must be determined in accordance with clauses 345(1)(b)-(c) and 345(6) of the Local Government (General) Regulation 2005 as if it were a ballot-paper referred to in that clause.

(3) An informal ballot-paper must be rejected at the count.

6. Count – 2 Candidates

(1) If there are only 2 candidates, the candidate with the higher number of votes is elected.

(2) If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.

7. Count – 3 or more Candidates

(1) If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.

(2) If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.

(3) If, after that, 3 or more candidates still remain, the procedure set out in subclause (2) is to be repeated until only 2 candidates remain.

(4) A further vote is to be taken of the 2 remaining candidates.

(5) Clause 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.

(6) If at any stage during a count under subclause (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

8. Application of Part

This Part applies if the election proceeds by preferential ballot.

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9. Ballot-Papers and Voting

- (1) The ballot-papers are to contain the names of all the candidates. The councillors are to mark their votes by placing the numbers “1”, “2” and so on against the various names so as to indicate the order of their preference for all the candidates.*
- (2) The formality of a ballot-paper under this Part is to be determined in accordance with clauses 345(1)(b)-(c) and 345(5) of the Local Government (General) Regulation 2005 as if it were a ballot-paper referred to in that clause.*
- (3) An informal ballot-paper must be rejected at the count.*

10. Count

- (1) If a candidate has an absolute majority of first preference votes, that candidate is elected.*
- (2) If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.*
- (3) A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voters’ preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.*
- (4) In this clause “**absolute majority**”, in relation to votes, means a number that is more than one-half of the number of unexhausted ballot-papers.*

11. Tied Candidates

- (1) If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal – the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.*
- (2) If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes – the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.*

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12. Choosing by Lot

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

13. Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor is:

(a) to be declared to the councillors at the council meeting at which the election is held by the returning officer, and

(b) to be delivered or sent to the Director-General and to the Secretary of the Local Government and Shires Association of NSW.

Notes:

- (i) Nomination forms for the position of Mayor and Deputy Mayor are enclosed with this meeting agenda. These may be completed and returned to the Returning Officer at any time before the Council Meeting scheduled for 21 September 2023 OR at this Meeting up to the time that the Returning Officer announces that nominations are closed;
- (ii) Elections at Warrumbungle Shire have varied in the past, having been conducted by ordinary ballot and by open voting. Most recently election voting has been conducted under the Open Voting system.

Nomination forms for the position of Mayor are coloured **BLUE** and are enclosed with the business paper and will also be available at the Ordinary Meeting of Council.

The Returning Officer will call for the final lodgement of nominations at the meeting. After the final call for nominations the Returning Officer will announce the names of the nominee(s). If necessary, an election will then be conducted as per the decision made on the previous report.

Issues

Nil

Options

Nil

Financial Considerations

Nil

Community Engagement

To inform the community.

Attachments

- 1. Nomination Forms (BLUE)

WARRUMBUNGL SHIRE COUNCIL

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RECOMMENDATION

That Council:

1. Note the report on the nominations for and election for the position of Mayor for the 12 month period to September 2024;
2. Determine the method of voting for the position of Mayor; and
3. Proceed to hold the election for the position of Mayor for the 2023 to 2024 term.

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Item 2 Nominations for and Election for the Position of Deputy Mayor for the Period 2023 to 2024

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

Summary

Council may elect a Deputy Mayor. This report provides the procedure for the election of the Deputy Mayor, if so decided, for the coming one year period.

Background

Councillors may elect one from their number to be the Deputy Mayor. The person may be elected for the Mayoral term or a shorter one (*Local Government Act 1993 s 231*).

The Deputy Mayor's role is to exercise any function and delegation of the Mayor:

- i) At the request of the Mayor; or
- ii) If the Mayor is prevented by illness, absence or otherwise from exercising the function; or
- iii) If there is a casual vacancy in the Office of Mayor.

Warrumbungle Shire Council in the past has elected a Deputy Mayor for the same term as the Mayor.

The procedure for the election of Deputy Mayor is the same as the procedure for the election of Mayor.

Additional fees, if any, for holding the position of Deputy Mayor are to be deducted from payments to the Mayor. No fees are presently paid by Warrumbungle Shire Council for the holder of the position of Deputy Mayor.

Nomination forms for the position of Deputy Mayor are coloured green and are enclosed with the business paper and will also be available at the Ordinary Meeting of Council.

The Returning Officer will call for final lodgement of nominations at this meeting. After the final call for nominations, the Returning Officer will announce the names of nominee(s). If necessary an election will then be conducted.

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Section 231 of the *Local Government Act 1993* provides that the councillors may elect a person from among their number to be the Deputy Mayor. The term may be for the Mayoral term or a shorter term. It has been common practice at Warrumbungle Shire Council for the position of Deputy Mayor to be the same length of time as the position of Mayor as determined in Section 231(2) of the *Local Government Act 1993*.

Issues

Nil

Options

Nil

Financial Considerations

No additional fee is currently paid to the Deputy Mayor.

Community Engagement

To inform the community.

Attachments

1. Nomination Forms (GREEN)

RECOMMENDATION

That Council:

1. Note the report on the appointment of and procedure for the election of a Deputy Mayor;
2. Resolve that a Deputy Mayor is to be elected from its number for the Mayoral term; and
3. Hold an election for the position of Deputy Mayor on the same basis as for the Mayoral position.

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Item 3 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 7 August 2023 to 11 September 2023

MAYORAL MINUTE – MAYORS ACTIVITY

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
20-Aug	Email	In	Cr Rindfleish - drainage issues Leadville
	Email	In	Ratepayer - overgrown vegetation notice
	Email	In	Warwick Giblin - DPE changes
21-Aug	Email	Out	Director Tech Serv - Thomas Howlett headstone
	Email	Out	Director Tech Serv - Thomas Howlett headstone
	Email	Out	GM - Mia Mia Road
	Email	In	Director Tech Serv - election commitments
22-Aug	Email	In	Mick Estens - tax invoice TB Howlett headstone
	Email	In	GM - Mia Mia Road
	Email	In	Lions Club - invitation
26-Aug	Email	Out	Councillors - Mid Coast Council information
28-Aug	Email	In	John Anderson - Wyuna Road
	Email	In	GM - REZ workers accommodation
	Email	In	GM - No. 3 oval
	Email	Out	Deputy Mayor - meeting request
	Email	Out	GM - No. 3 oval
	Email	Out	GM - wind farm story
29-Aug	Email	In	Director Tech Serv - LRCI Round 4
30-Aug	Email	In	Graeme Fleming - GM review
	Email	In	Minister for Agriculture and Western NSW
31-Aug	Email	In	Binnaway - lost road signs
	Email	In	GM - 2024 Council election
	Email	In	Sophia Jiang - Falun Gung
	Email	Out	GM - lost road signs
1-Sep	Email	In	Deputy Mayor - not seeking re-election
	Email	In	EA to the GM - motions for LGNSW Conference
	Email	Out	Deputy Mayor - thanks
3-Sep	Email	In	GM - REZ accommodation
4-Sep	Email	In	Coona Times - water supply update
	Email	In	Director Tech Serv - Dunedoo Pool amenities
	Email	Out	Coona Times - water supply update
5-Sep	Email	In	Leslie J Baynham - request for copy of Long Tan speech
6-Sep	Email	In	GM - GM review
10-Sep	Email	In	Ratepayer - dangerous driving by Shire employee
11-Sep	Email	In	Ratepayer - Dunedoo Pool
	Email	In	Cr Kopke - Notice of Motion

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Date of Journey		Purpose of Journey	Odometer		KM
Start Date	End Date		Start	Finish	Travelled
7-Aug	7-Aug	Council Chamber	28669	28691	22
10-Aug	10-Aug	LRCI Meeting	28691	28725	34
11-Aug	11-Aug	Castlereagh River Meeting	28725	28754	29
13-Aug	13-Aug	No 3 Oval Meeting	28754	28782	28
17-Aug	17-Aug	Meeting GM and Deputy Mayor	28782	28812	30
17-Aug	17-Aug	Council Meeting Coonabarabran	28812	28837	25
18-Aug	18-Aug	Long Tan Day Coolah	28837	29001	164
7-Sep	7-Sep	Financial Skills Tamworth	29001	29397	396
11-Sep	11-Sep	GM Review Coonabarabran	29397	29429	32
Total KM travelled for period 7 August 2023 - 11 September 2023					760

MAYORAL MINUTE - EXPENSES 7 August 2023 to 11 September 2023

Transaction Details Comments

Nil

RECOMMENDATION

That Council notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 7 August 2023 to 11 September 2023.

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Item 4 Councillors' Monthly Travel Claims

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

Reason for Report

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

Background

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

Councillor Monthly Travel Claims

Councillor	Kilometres	\$ per KM	Total Amount (\$)
Cr Brady	-	0.95	-
Cr Doolan	-	0.95	-
Cr Hogden	-	0.95	-
Cr Holcombe	-	0.95	-
Cr Iannuzzi	-	0.95	-
Cr Kopke	288	0.95	\$273.60
Cr Newton	-	0.95	-
Cr Rindfleish	346	0.95	\$328.70
Cr Todd		0.81	\$839.16
		Total:	\$1,441.46

Issues

Nil.

Options

Nil.

Financial Considerations

Outlined above.

Community Engagement

To inform the community.

WARRUMBUNGLA SHIRE COUNCIL

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Attachments

1. Councillors Monthly Travel Claims

RECOMMENDATION

That the Councillors' monthly travel claims report in the amount of \$ be noted for information.

WARRUMBUNGLA SHIRE COUNCIL

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Item 5 Delegates Report – Minutes CoREM Meeting 3 August 2023

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

Reason for Report

To report to Council on the CoREM Meeting held in Sydney on Thursday 3 August 2023.

Background

I attended the CoREM Meeting held in Sydney on Thursday 3 August 2023.

During the meeting presentations were made by DPE and EnergyCo.

DPE addressed the meeting about concerns around the time it takes to get approvals through the planning system for projects and discussed the wind energy guidelines.

EnergyCo provided an update on the different REZ projects and spoke about the benefit sharing framework.

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, CoREM Meeting 3 August 2023

RECOMMENDATION

That Council note the Delegate's Report in relation to the CoREM Meeting held in Sydney on Thursday 3 August 2023.

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Item 6 Delegate’s Report – NSW Weeds Conference 7 – 10 August 2023

Division:	Executive Services
Management Area:	Governance
Author:	Councillor Denis Todd
CSP Key Focus Area:	Civic Leadership
Priority:	CL6 To build strong relationships

Reason for Report

To report to Council on the NSW Weeds Conference held from 7 – 10 August 2023 in the Dubbo Regional Convention Centre.

Background

I attended with Cr Bill Fisher (Coonamble Shire), Andy Fletcher Dawson (Weeds Officer Warrumbungle Shire), Matt Savage (Walgett Shire), Carl Molloy (Coonamble Shire), and Kevin Watling (Gilgandra Shire).

Castlereagh Macquarie received two awards. The Buerckner Award, most outstanding weeds Council in NSW and NSW Biocontrol Award to the eradication of Hudson Pear in Lightning Ridge and Baradine Coonamble.

The conference had 322 delegates attend from weed county councils, local land service, local councils and National Parks rangers, plus a number of commercial displays.

The new conference is the National Weeds conference to be held on Brisbane in 2024. The next state conference to be in Port Macquarie in 2025.

Unfortunately, our CEO Mike Urquhart could not attend because of back surgery.

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.

RECOMMENDATION

That Council notes the Delegate’s Report on the NSW Weeds Conference held from 7 – 10 August 2023 in the Dubbo Regional Convention Centre.

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Item 7 Delegate’s Report – Newell Highway Taskforce Meeting 8 August 2023

Division:	Executive Services
Management Area:	Governance
Author:	Councillor Denis Todd
CSP Key Focus Area:	Civic Leadership
Priority:	CL6 To build strong relationships

Reason for Report

To report to Council on the Newell Highway Taskforce Meeting held Tuesday 8 August 2023 at the Western Plains Cultural Centre, Dubbo.

Background

The meeting was chaired by Cr Ken Keith, Mayor of Parkes Shire.

Speakers included Alistair Lunn who spoke on the works on the Newell with major works between Coonabarabran and Narrabri, and works between Narrabri and Moree. Erin Wilson also about Inland Rail and Over Passes in Forbes for the Inland.

Coonabarabran Bypass was discussed as the next bypass on the Newell, but no funding has been secured. Toilet and truck stop were discussed with two between Coonabarabran and Narrabri planned.

The next meeting will be held at Parliament House in Canberra on 28 November 2023. Hoping the Prime Minister and Road Minister can attend.

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.

RECOMMENDATION

That Council notes the Delegate’s Report on the Newell Highway Taskforce Meeting held Tuesday 8 August 2023 at the Western Plains Cultural Centre, Dubbo.

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Item 8 Delegate’s Report – Castlereagh Macquarie County Council Meeting 28 August 2023

Division:	Executive Services
Management Area:	Governance
Author:	Councillor Zoe Holcombe
CSP Key Focus Area:	Civic Leadership
Priority:	CL6 To build strong relationships

Reason for Report

To report to Council on the Castlereagh Macquarie County Council Meeting held Monday 28 August 2023.

Background

On Monday 28 August 20223, Cr Holcombe attended the Castlereagh Macquarie County Council Meeting in Coonamble.

Points that were discussed at the meeting.

The CMCC approved the staffing changes and established an office in Walgett. Provisions be made in the September 2023 Quarterly budget review for an additional \$35,000 towards administration support and office leasing and operational costs. The office will hopefully be shared with another team in the NSW Gov to share costs.

The 22nd NSW Weeds Conference was recently held at the Dubbo Convention Centre from the 7 – 10 August 2023. The conference showcased the latest research and ideas for managing the establishment, impact and spread of weeds.

Councillors were delighted to hear that CMCC Bio Security Officer Matt Savage had won two (2) important awards at the event. Matt is Councils Bio Security Officer based at Lightning Ridge and he also manages the Hudson Pear bio control centre operations.

Matt, was awarded winner of the prestigious Buerckner Award for his outstanding contribution to the on-ground control of weeds in NSW. Matt also won the inaugural NSW Weed Biocontrol Taskforce Award for his exceptional contribution towards adoption, planning, coordination, or on ground weed biocontrol in NSW.

Weeds Update:

Warrumbungle Shire

St John’s Wort Season has arrived finding germinations while conducting property inspections 3 weeks ago.

In conjunction with Local Land Services Central West, Castlereagh Macquarie County Council have set up a trial plot on a private property for St John’s Wort. This

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trial is a 2-year program of monitoring a range of herbicides and application techniques.

Green Cestrum has escalated particularly along the Castlereagh River after previous floods. Education and awareness are ongoing with landholders reminding them of the toxicity in Green Cestrum, regularly checking paddocks and the biosecurity duty. Another 6 head of cattle died in the Warrumbungle Shire this month after eating Green Cestrum.

African Box Thorn Biocontrol sites were reinspected this month however coming out of winter was too early to determine the success. A follow up inspection will be scheduled in the warmer months.

UGL have been proactively spraying unused rail tracks after receiving property inspection notices. Previous spraying was for Blackberry, and this will continue for St John's Wort.

Walgett Shire

Hudson Pear LLS Program spray Contractors ceased on the 18 of August 2023. A total of 20 Landholders engaged expression for spray contractors and 17 landholders took advantage of the chemical supply. Local Land Services has employed a Hudson Pear Coordinator and 1 field person to continue with the program.

Follow up spray work using previous spray contractors has been set down to commence 1 July 2024 followed by another aerial surveillance however a contract has not been drawn up to date.

Gilgandra Shire

African Box Thorn Biocontrol sites were reinspected this month however coming out of winter was too early to determine the success. A follow up inspection will be scheduled in the warmer months.

Property inspections have been ongoing for Green Cestrum and as the season warms will ramp up St John's Wort and Tiger Pear inspections and control. Castlereagh Macquarie County Council continues to be engaged by Gilgandra Shire to spray highways, rural roads, and council lands.

Coonamble Shire

Hudson Pear inspections 'Wilgadeen' Pilliga Road Coonamble have been extremely successful. 23 people from Castlereagh Macquarie County Council, Local Land Services Central West & Northwest, National Parks and landowners attended this walk through to find Hudson Pear. Areas covered were the National Park, Terribone Road finding 6 small plants at an historic site, Hollywood LLS Reserve 1 mature plant, Wilgadeen roadside 13 small plants and the adjoining private property inspection carried out by Castlereagh Macquarie Council found 6 small plants. The next walk through will be in September.

Quanda Hudson Pear site managed by Castlereagh Macquarie County Council is proving to be a success with ongoing control. Chemical mix is down to 200lt to control the site opposed to previous 1200lt. Crown lands have pushed access tracks on the site making access for control much easier.

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African Box Thorn and Green Cestrum control and inspections are ongoing.

Warren Shire

Harrisia Cactus inspections and working with landowners are ongoing. Large infestations are generally found on intense farming land under trees where boom spray cannot access. These infestations are moving onto adjacent rail, crownlands and TSR areas. Previous wet weather and flooding set our schedule back seeking compliance.

The next meeting will be held on the 30 October 2023. Where the CMCC will meet in Coonabarabran and do a field trip in area and meeting to follow.

All business papers and minutes of meeting can be found here.

<https://cmcc.nsw.gov.au/business-papers/>

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

Nil

RECOMMENDATION

That Council notes the Delegate's Report on the Castlereagh Macquarie County Council meeting held on 28 August 2023.

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Item 9 Minutes of Audit, Risk and Improvement Committee Meeting – 8 August 2023

Division:	Corporate and Community Services
Management Area:	Corporate Services
Author:	Manager Corporate Services – Jenni Maundrell
CSP Key Focus Area:	Civic Leadership
Priority:	CL2.2 Obtain structured independent assessment of Council's organisational compliance, practices and performance

Reason for report

To present Minutes of the Audit, Risk and Improvement Committee meeting held at Coonabarabran on Tuesday 8 August 2023.

Background

The Audit, Risk and Improvement Committee was formed by Council Resolution 168/2122 (6 January 2022), comprising two independent members and one councillor delegate.

Issues

At the Audit, Risk and Improvement Committee meeting of 8 August 2023, the Committee discussed:

- External Audit Update.
- Action List Progress Report.
- High Value High Risk Report.
- Update on Project Management.
- Update on Enterprise Risk Management Framework
- Cyber Security Performance Audit.

The Minutes of this meeting are provided as Attachment 1 to this report.

Options

Nil

Financial Considerations

Nil

Community Engagement Considerations

The level of engagement for this report is Inform.

Attachments

1. Minutes of the Audit, Risk and Improvement Committee meeting held at Coonabarabran on 8 August 2023.

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RECOMMENDATION

That Council notes the minutes of the Audit, Risk and Improvement Committee meeting held at Coonabarabran on 8 August 2023.

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Item 10 Warrumbungle Local Emergency Management Committee Meeting – 21 August 2023

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

Reason for Report

The purpose of this report is to present minutes from the meeting of the Warrumbungle Local Emergency Management Committee held at Coonabarabran on the 21 August 2023.

Background

Local Emergency Management Committees are established in terms of s28 of the State Emergency and Rescue Management Act 1989.

Each such Committee is to consist of:

- a) the General Manager of the council of the relevant local government area, who is to be the Chairperson of the Committee, and
- b) a senior representative of each emergency services organisation operating in the relevant local government area, and
- c) a representative of each organisation that:
 - i. provides services in a functional area or areas in the relevant local government area, and
 - ii. the council of that area determines from time to time is to be represented on the Committee, and
- d) the Local Emergency Operations Controller for the relevant local government area.

A Local Emergency Management Committee is responsible for the preparation and review of plans in relation to the prevention of, preparation for, response to and recovery from emergencies in the local government area for which it is constituted.

(1A) Without limiting subsection (1), any such Committee may:

- a) give effect to and carry out emergency management policy and practice, consistent with information on that policy and practice disseminated by the State Emergency Management Committee, and

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- b) review and prepare plans in respect of the relevant local government area that are, or are proposed to be, subplans or supporting plans established under the State Emergency Management Plan, and
- c) make recommendations about and assist in the co-ordination of training in relation to emergency management in the relevant local government area, and
- d) develop, conduct and evaluate local emergency management training exercises, and
- e) facilitate local level emergency management capability through inter-agency co-ordination, co-operation and information sharing arrangements, and
- f) assist the Local Emergency Operations Controller for the relevant local government area in the Controller's role under section 31, and
- g) such other functions as are—
 - i. related to this Act, and
 - ii. assigned to the Committee (or to Local Emergency Management Committees generally) from time to time by the relevant Regional Emergency Management Committee or by the State Emergency Management Committee.

(2) In the exercise of its functions, any such Committee is responsible to the relevant Regional Emergency Management Committee.

Issues

The following matters were considered by the Committee:

1. Contact List
2. REMO Report
3. NSW Reconstruction Authority Agency Report
4. NSW SES Agency Report
5. Fire & Rescue NSW Agency Report
6. NSW RFS Agency Report
7. NSW VRA Agency Report
8. NSW Ambulance Agency Report
9. NSW LLS Agency Report
10. Red Cross Agency Report
11. Events
12. Infectious Diseases
13. Biosecurity Exercise Debrief
14. LEMC Exercise – Inland Rail Derailment Scenario
15. REZ – Impacts on Emergency Services

The following additional items were raised:

- NSW Ambulance representation at meetings.
- Transportation of blades on Saxa Road for Wind Farm project.
- Requirements for hazard reduction burns on highways.

Options

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

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The following Committee recommendation will be dealt with under Delegation:

'2/2324 RECOMMENDED that Infectious Diseases be removed from the agenda and discussed on an as needs basis.'

Financial Considerations

Nil.

Community Engagement

The level of engagement for this report is to inform.

Attachments

1. Minutes of the Warrumbungle Local Emergency Management Committee – 21 August 2023

RECOMMENDATION

That the minutes of the Warrumbungle Local Emergency Management Committee meeting held on the 21 August 2023 are noted for information.

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Item 11 Minutes of Economic Development and Tourism Advisory Committee Meeting – 28 August 2023

Division:	Environment and Development Services
Management Area:	Economic Development and Tourism
Author:	Manager Economic Development and Tourism – Jeff Woo
CSP Key Focus Area:	Strengthening the Local Economic and Tourism Economy
Priority:	LE 2 Identify, develop and coordinate tourism and economic development opportunities

Reason for Report

The purpose of this report is to present minutes from the meeting of the Economic Development and Tourism Advisory Committee held at Coonabarabran on 28 August 2023.

Background

The purpose of the Committee is to provide advice and guidance to Council on planning and priorities for tourism and economic development for Warrumbungle Shire.

Core responsibilities and duties of the Committee are to:

- Provide a forum for discussion and act in an advisory role and not commit Council resources outside the allocated budget for Tourism and Economic Development Promotions.
- Work within the framework of the Community Strategic Plan and Warrumbungle Shire Economic Development Strategy and not deal with day to day operational matters.

Issues

The following key matters were considered by the Committee:

- Tourism Report – The committee reviewed various media outlets, such as Link Airways, Better Homes and Gardens, and Caravanning Australia, used to promote the Warrumbungle Region. The committee spoke about a uniform approach across all advertising channels that would be of more benefit to the LGA. More promotion of local successes was also raised for inclusion on Council's social media pages.
- Economic Development Report – Updates were provided on several key initiatives. The Lions Club Conference is advancing well with transportation providers and the itinerary nearing finalization. Concurrently, the EDT Strategy Brief has been revised, incorporating member feedback, and is now under review. The Community Event Program is gaining momentum, particularly as the warmer months approaches with more events being held.

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The Real Country Business Case is progressing at a rapid pace; a series of workshops for both Councillors and the community have been undertaken; there are challenges relating to tight timelines with all deliverables expected to be completed by the end of September.

The Town Entrance Sign Project was discussed at length with a motion passed to omit Aboriginal wording from the new signs, but to consider the inclusion of Acknowledgement of Country at a later date.

A request for a Shire-wide signage audit was raised and a motion passed by the Committee for the audit to be undertaken this FY. Council presently does not have the budgetary allocation or staff resources to undertake this task. Whilst it was indicated that community groups could assist, input from Council staff would still be necessary and required to see audit through to completion. The audit should be included as part of the EDT Strategy so can be factored in as an action going forward over future years as opposed to a separate motion for action this FY.

Investigation of potential Rail Trails throughout the Warrumbungle Region was discussed and a motion passed recommending Council seek funding opportunities to conduct feasibility study, business case and development plan for Rail Trails. This proposal should be included as part of the EDT Strategy so can be factored in as an action going forward over future years as opposed to a separate motion.

Note: Rail Trails – Council is currently preparing its next Economic Development and Tourism Strategy. The existing strategy does not include Rail Trails.

Options

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

Financial Considerations

Council has not budgeted matching funding for the Rail Trail feasibility should the opportunity arise.

Community Engagement

The level of engagement for this report is to Inform.

Attachments

1. Minutes of EDT Advisory Committee meeting held 28 August 2023.

RECOMMENDATION

That Council:

1. Notes the minutes of the Economic Development and Tourism Advisory Committee Meeting held 28 August 2023.
2. Considers options for Acknowledge of Country for the Town Entrance Signage Project at a later date.

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3. Conducts a Shire wide signage audit in this financial year and for that to include all signage including tourism, Aboriginal Country, heritage, town and community, and roads.
4. Supports investigation of potential Rail Trails across the Warrumbungle Region and seeks funding opportunities to conduct a feasibility study, business case and development plan for Warrumbungle Rail Trails.

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Item 12 Australia Day 2024

Division:	Corporate and Community Services
Management Area:	Community Services
Author:	Executive Assistant to General Manager – Erin Player
CSP Key Focus Area:	Supporting Community Life
Priority:	SC2.2 Work with local communities to develop and expand local arts and cultural activities, programs and events

Reason for Report

To provide Council with an overview of plans for Australia Day 2024 and seek support for programs and activities to be implemented as part of annual Australia Day celebrations.

Background

In previous years Council has supported and participated in local Australia Day events in the following ways:

- participation in the *Australia Day Ambassador Program*
- facilitation of the *NSW Local Citizen of the Year Awards*
- provision of funding to support local events
- providing free entry to public swimming pools across the Shire.

Issues

Australia Day Ambassador Program

The Australia Day Ambassador program is not yet available for registration.

NSW Local Citizen of the Year Awards

The NSW Local Citizen of the Year Awards for Australia Day 2024 are awarded in the following categories:

- Citizen of the Year
- Young Citizen of the Year
- Sportsperson of the Year
- Environmental Citizen of the Year
- Australia Day Award.

The Environment Citizen of the Year Award is presented in partnership with Return and Earn NSW. The Award recognises individuals and organisations for work in the community that achieves litter reduction and recycling outcomes, preserving the environment and using the Return and Earn scheme for a meaningful cause. This will be the fourth year it will be run through the Australia Day Council of NSW and our local winner can go in the running for the overall state winner.

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The *Warrumbungle Shire Council Australia Day Awards* are administered by Warrumbungle Shire Council. In 2024 it is proposed that the awards are awarded in the following categories:

- Citizen of the Year
- Young Citizen of the Year
- Sportsperson of the Year
- Environmental Citizen of the Year (open age)
- Young Environmental Citizen of the Year (school aged)
- Australia Day Award – Senior Citizen of the Year
- Australia Day Award – Young Sportsperson of the Year
- Australia Day Award – Cultural Achievement Award
- Australia Day Award – Community Event of the Year

Guidelines & Criteria and *Nomination Forms* for these categories are attached and will also be available as an online form on Council's Website on the 'Have Your Say Page'. Nominations open on Monday 25 September 2023 and close on Friday 24 November 2023 at 4.30pm.

Further local awards are awarded by local Organising Committees.

Certificate of Recognition

At the Council Meeting held 16 February 2023 it was resolved that:

237/2223 RESOLVED that Council change the Australia Day Awards to include an Australia Day Certificate of Recognition for all nominees if they don't get the major award for each category.

All Award nominations who do not receive an Australia Day Award in each of the categories will be presented with a Certificate of Recognition.

Selecting Recipients of Awards

On 6 January 2022 Council reformed the s355 Committee to select the recipients of Australia Day Awards under delegated authority for Australia Day in 2023. The Committee is comprised of all Councilors and the General Manager or his delegate (non voting) and the Manager Community Services (non voting) shall also attend as the Executive Officer. The Committee Terms of Reference is attached (Attachment 3).

A meeting will be scheduled on 14 December 2023 to select the recipients of the 2024 awards.

Funding Support – Local Events

For a number of years Council has supported the conduct of Australia Day events in each town through the provision of a small contribution of funding. This funding is provided to assist with costs such as printing, promotion, local awards and catering. It is proposed that this funding be allocated again in 2024 as follows:

- \$650 each for Baradine, Binnaway, Coolah, Dunedoo and Mendooran; and
- \$800 for Coonabarabran.

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Funding is provided directly to the Local Organising Committees.

Free Entry to Public Swimming Pools

The provision of free entry to swimming pools in each town has been well-received for a number of years. It is proposed to again offer free entry to pools for Australia Day 2023.

Options

Council is requested to consider ongoing support and participation in local Australia Day events across the Shire including:

- facilitation of the *NSW Local Citizen of the Year Awards*
- provision of funding to local event organisers
- providing free access to public swimming pools in each town

Council has the option to participate or not participate in any or all of the programs and activities from previous years.

Financial Considerations

Council has funding allocated in the Executive Services budget to support Australia Day programs and activities. The total budget allocation for Australia Day 2024 is \$10,476. This covers the cost of advertising, awards, certificates and frames, contributions to each community and hosting two (2) Australia Day Ambassadors. It also allows for donations of \$650 for each of the five towns in the LGA and \$800 for Coonabarabran.

Foregone revenue associated with the free access to public swimming pools is estimated to be around \$1,600 for the whole Shire.

The remaining monies are used for accommodation, meals and ancillaries for the ambassadors plus gifts and give aways for the community.

Community Engagement Considerations

The level of community engagement is inform + consult + involve and will involve media releases, notices, social media posts and the taking of nominations.

Attachments

1. Australia Day Award Guidelines and Criteria
2. Australia Day Award Nomination Form
3. S355 Committee Terms of Reference

RECOMMENDATION

That:

1. The Australia Day Award Committee be delegated the authority to select the Australia Day Award recipients.
2. The Australian Day Committee meets on Thursday 14 December 2023 to select the Award recipients.

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3. Endorses the updated Terms of Reference for the Australia Day Award Committee.
4. Council participates in the 2024 *NSW Local Citizen of the Year Awards* by administering and presenting the *Warrumbungle Shire Council Australia Day Awards* in the following categories:
 - Citizen of the Year
 - Young Citizen of the Year
 - Sportsperson of the Year
 - Environmental Citizen of the Year
 - Young Environmental Citizen of the Year
 - Australia Day Award – Senior Citizen of the Year
 - Australia Day Award – Young Sportsperson of the Year
 - Australia Day Award – Cultural Achievement Award
 - Australia Day Award – Community Event of the Year
5. Funding to each of the Local Organising Committees is allocated as follows:
 - \$650 each for Baradine, Binnaway, Coolah, Dunedoo and Mendooran;
and
 - \$800 for Coonabarabran.
6. Council opens public swimming pools in Baradine, Binnaway, Coolah, Coonabarabran, Dunedoo and Mendooran free of charge on Australia Day 2024.
7. All Award nominations who do not receive an Australia Day Award in each of the categories will be presented with a Certificate of Recognition.

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Item 13 Council Resolutions Report

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

Reason for Report

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

Background

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

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

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

Issues

This feedback is provided to Council for information purposes.

Options

Nil

Financial Consideration

Nil

Community Engagement

Level of Engagement - Inform

Attachments

1. Council Resolution Report

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RECOMMENDATION

That the Council Resolution Report be noted for information.

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Item 14 High Value Projects Report

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

Reason for Report

To provide Council with updated information on the progress of projects that 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. High Value High Risk Revotes

RECOMMENDATION

That the High Value High Risk Projects Report be noted for information.

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Item 15 Budget Revotes as at 30 June 2023

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Acting Chief Financial Officer – Liz Alley
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Council's governance practice and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

Council's external auditors Prosperity Audit Services are undertaking the audit of Council's financials as at 30 June 2023.

As part of this process to complete the Financial Statements as at 30 June 2023 Council is requested to determine the amounts of capital and operating projects revotes or carryovers from the 2022/23 Financial Year to 2023/24.

Issues

The capital and operating revotes listings include recognition of approved Grant Programs to be completed, carryover works requested including the Flood Emergency Roadworks, upgrade to all Swimming Pools, Shire-wide Fluoride upgrade, LRCl 3 Piambra Road Pavement Rehab and other Projects across Council totalling as follows:

1. Capital Projects Carryover Works \$6,238,983
2. Operating Projects Carryover Works \$554,055
3. Capital Project Revotes \$1,036,908

Total carryover amount of \$7,829,946. This compares to:

30 June 2022	\$9,527,925
30 June 2021	\$5,192,378

Attachments

1. Revote Schedule 2023 (Capital Projects Carryover listing, Operating Projects Carryover listing and Capital Projects Revotes listing).

RECOMMENDATION

That Council note the report on the Budget Carryover and Revotes for Financial Year 2022/23 and endorse the requested Carryover and Revote project amounts totalling \$7,829,946.

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Item 16 Draft General Purpose and Special Purpose Financial Statements for the 2022/2023 Financial Year

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Acting Chief Financial Officer
CSP Key Focus Area:	Local Government and Finance
Priority:	GF4 Council's governance practice and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

The purpose of this report is for Council to comply with the statutory requirements relating to the General Purpose Financial Statements and Special Purpose Financial Statements for the year ending 30 June 2023.

The Draft Financial Statements are required to be referred to Council's Auditor after certification by the Mayor, a Councillor, the General Manager and the Responsible Accounting Officer.

Background

In accordance with Section 416(1) of the *Local Government Act 1993* (the Act), a Council's Financial Statements for a year must be prepared and audited within four months of the end of the reporting period concerned.

The statutory process that must be followed is that:

1. A statement as required under section 413(2)(c) of the Act, must be made by resolution and signed by the Mayor, one councillor, the General Manager and the Responsible Accounting Officer.
2. The Financial Statements must then be referred to the Council's Auditor for audit and once audited the statements must be included in Council's Annual Report.
3. Copies of the Audited Financial Statements must be lodged with the Office of Local Government by 31 October.
4. As soon as practicable after Council receives a copy of the Auditor's report, the Statements must be placed on public exhibition and notice given of a meeting at which Council proposes to present its Audited Financial Statements, together with the Auditor's report.

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This act of giving notice of the meeting is required to be delegated to the General Manager as technically the notice of meeting cannot be set until the final audited Statements and Audit Report are received.

The Draft Financial Statements have been circulated to the Audit and Risk Committee, with the Committee to receive the final documentation at the next meeting on 14 November 2023.

Issues

The Draft General Purpose Financial Statements and Draft Special Purpose Financial Statements for Council for the year ended 30 June 2023 are distributed with this report under separate cover (Attachment 1).

The Auditor's Reports and analysis will be presented to Council at a meeting yet to be determined. This is to be in accordance with Section 419(1) of the Act.

Overall Result

The Draft Income Statement details a Net Operating Result of \$6.848M surplus (before grants and contributions provided for capital purposes). This compares favourably to a Net operating result of \$3.045M surplus (before grants and contributions provided for capital purposes) for the 2021/2022 Financial Year.

It should be noted that this is a preliminary result and the Draft Financial Statements are still required to be audited by Council's External Auditors.

As detailed above, the Audited Financial Statements will be presented to Council at a future meeting.

The Adopted Budget for the 2022/2023 Financial Year predicted a Net Operating Result of \$3.255M deficit (before grants and contributions provided for capital purposes).

The better than anticipated operating result is primarily due to:

1. Increase in user charges received (consolidated all funds);
2. Advance payment of grants and contributions for operating purposes (e.g. Financial Assistance Grants for 2023/2024);
3. Decreased depreciation in Other Structures, Roads, Buildings Specialised and Non-Specialised Buildings, Quarry and Tip Assets, Water and Sewer Infrastructure, partly offset by increases in Materials and Services Expenditure;

The following ratios are anticipated for the 2022/2023 Financial Year:

Operating performance ratio

This ratio measures Council's achievement of containing operating expenditure within operating revenue.

Predicted to be 18.48% positive. The benchmark for this ratio is greater than 0%. The ratio achieved in the 2021/2022 financial year was positive 6.11%. This significant increase is due to the full upfront payment of the Financial

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Assistance Grants for 2023/24 and Transport funding for road repairs. Council will need to ensure that a focus is made on maintaining a positive ratio. This will assist in ensuring that Council remains financially sustainable.

Own source operating revenue ratio

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

Predicted to be 46.04%. The benchmark for this ratio is greater than 60%. The ratio achieved in the 2021/2022 financial year was 46.83%. This ratio, whilst important, is impacted by the level of grant monies received by Council.

Unrestricted current ratio

This ratio assesses the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

Predicted to be to be 8.68x. The benchmark for this ratio is greater than 1.50x. The ratio achieved in the 2021/2022 Financial Year was 5.95x. there will be a downwards trend should the FAG pre-payments cease in the future.

Debt Service Ratio

This ratio measures the availability of operating cash to service debt including interest, principal and leave payments.

Predicted to be 17.28x. The benchmark for this ratio is 2.00x. This reflects Council's commitment to only use debt as required. The ratio achieved in 2021/2022 was 11.59x.

Rates and annual charges outstanding percentage

This percentage assesses the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

Predicted to be 11.25%. The benchmark for this is <10%. This percentage has declined from the 2021/22 Financial Year of 9.99%. This represents a deterioration in collection efforts by Council and the ability for the community to meet obligations to pay.

Cash expense cover ratio

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

This ratio is predicted to be 14.53 months and represents the number of months Council can continue paying for its immediate expenses without additional cashflow. The ratio for 2021/2022 was 10.61 months.

Funds

The breakdown of results by Funds is:

	General		Water		Sewer		Consolidated	
	2023	2022	2023	2022	2023	2022	2023	2022
Total Income from Continuing Operations	50,567	43,231	5,657	6,409	3,920	2,898	60,144	52,332

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Expenses from Continuing Operations	40,179	33,791	4,510	4,319	1,927	1,883	46,616	39,787
Operating Result from Continuing Operations	10,388	9,440	1,147	2,090	1,993	1,015	13,528	12,545
Net Operating Result Surplus/(deficit)	6,706	3,095	(32)	(158)	174	109	6,848	3,046

Infrastructure assets

Council's Property, Plant and equipment has increased by \$47M, following the cyclic revaluation of Buildings and Roads, as well as the indexation of all other assets, requested by the NSW Audit Office of all Councils. Of note, buildings up by \$10M, roads infrastructure increased by \$16M, bulk earthworks by \$12M and bridges by \$5M. This will have subsequent effects on the amount of depreciation applied next year.

Assets purchased/constructed

	‘\$000	‘\$000
Year	2022/2023	2021/2022
New Assets	7,253	8,442
Asset Renewals	4,105	7,626
Total Assets Purchased/Constructed	11,358	16,068

Buildings and Infrastructure renewals ratio

Asset Renewals/Depreciation, amortisation and impairment = \$4,105/\$8,649 = **47.46%**. The benchmark provided by the Office of Local Government for this ratio is 100%.

The ratio assesses the rate at which these assets are being renewed relative to the rate at which they are depreciating. This means that asset renewals are falling behind, with more funding of renewals required. In 2021/2022 the ratio was 89%, with a dramatic decline in the current year.

Asset maintenance ratio

Actual asset maintenance/Required asset maintenance = \$7,821/\$8,274 = **94.53%**. The benchmark provided by the Office of Local Government for this ratio is 100%.

This ratio compares actual vs. required annual asset maintenance. A ratio of 100% indicates that council is investing enough funds to stop the infrastructure backlog growing.

The reduction in both of these performance ratios would indicate that the inclement weather during the 2022/2023 has had a negative effect on the ability of council to meet targets, and this correlates with the amount of revoted capital work and carry over grant projects in the 2023/2024 financial year. In 2021/2022 the ratio was 87.88%, with an improvement in current year, however still being below the required benchmark.

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Certification

Section 413(2)(c) of the Act requires that before audit certificates can be issued, Council is to adopt a resolution to be attached to the Financial Statements stating that:

Council's General Purpose Financial Statements and Special Purpose Financial Statements are being prepared in accordance with:

1. The Act and the Regulations made thereunder;
2. The Australian Accounting Standards and professional pronouncements;
3. The Local Government Code of Accounting Practice and Financial Reporting;
4. The Department of Water and Energy Practice Management of Water Supply and Sewerage Guidelines;
5. NSW Government Policy Statement '*Application of National Competition Policy to Local Government*';
6. Department of Local Government Guidelines '*Pricing and Costing for Council Businesses: A Guide to Competitive Neutrality*'.

These Statements must be signed by the Mayor, one other councillor, the General Manager and the Responsible Accounting Officer.

A copy of the required statement to be signed is included in the attached Draft Financial Statements.

It should be noted that the unaudited Financial Statements reflect an opinion only and are not legally binding.

Implications:

(a) Financial

The Financial Statements are Council's primary form of review on Council's sustainability and the financial performance of Council throughout the reporting period.

For this reason, they remain a crucial part of the performance measurement framework and the financial performance as disclosed should be a serious consideration in any future decision making.

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(b) Governance/Policy

The following standards and guidelines apply:

1. The Australian Accounting Standards and professional pronouncements;
2. The Local Government Code of Accounting Practice and Financial Reporting;
3. The Department of Water and Energy Practice Management of Water Supply and Sewerage Guidelines;
4. NSW Government Policy Statement 'Application of National Competition Policy to Local Government';
5. Office of Local Government Guidelines 'Pricing and Costing for Council Businesses: A Guide to Competitive Neutrality'.

(c) Legislative/Statutory

The relevant sections of the Act are as follows:

413 Preparation of Financial Reports

1. *A council must prepare financial reports for each year and must refer them for audit as soon as practicable.*
2. *A Council's Financial Reports must include:*
 - a. *A General-Purpose Financial Report, and*
 - b. *Any other matters prescribed by the regulations, and*
 - c. *A statement in the approved form by the Council as to its opinion on the General-Purpose Financial Report.*
3. *The General-Purpose Financial Report must be prepared in accordance with this Act and the regulations and the requirements of:*
 - a. *The publications issued by the Australian Accounting Standards Board, as in force for the time being, subject to the regulations, and*
 - b. *Such other standards as may be prescribed by the regulations.*

416 Time for preparation and auditing of Financial Reports

1. *A Council's Financial Reports for a year must be prepared and audited within the period of 4 months after the end of the year.*
2. *A Council may from time to time apply to the Departmental Chief Executive for an extension of that period.*

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3. *A Council must make such an application if requested to do so by its auditor.*
4. *Before deciding whether or not to grant an extension, the Departmental Chief Executive may require the Council to give reasons, additional to those set out in the application, as to why the extension should be granted.*
5. *The Departmental Chief Executive may grant an extension of such period as, in the opinion of the Departmental Chief Executive, is necessary in the particular circumstances of the case.*
6. *A Council must notify its auditor of any application for an extension made under this section and of the outcome of the application.*

418 Public notice to be given of presentation of Financial Reports

1. *As soon as practicable after a Council receives a copy of the Auditor's Reports:*
 - a. *It must fix a date for the meeting at which it proposes to present its Audited Financial Reports, together with the Auditor's Reports, to the public, and*
 - b. *it must give public notice of the date so fixed.*
2. *The date fixed for the meeting must be at least 7 days after the date on which the notice is given, but not more than 5 weeks after the Auditor's Report are given to the Council.*

Note

Unless an extension is granted under section 416, the meeting must be held on or before 5 December after the end of the year to which the reports relate.

3. *The public notice must include:*
 - a. *A statement that the business of the meeting will include the presentation of the Audited Financial Reports and the Auditor's Reports, and*
 - b. *A summary in the approved form, of the Financial Reports, and*
 - c. *A statement to the effect that any person may, in accordance with section 420, make submissions (within the time provided by that section and specified in the statement) to the Council with respect of the Council's Audited Financial Reports or with respect to the Auditor's Reports.*

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4. *Copies of the Council's Audited Financial Reports, together with the Auditor's Reports, must be kept available at the office of the Council for inspection by members of the public on and from the date on which public notice of the holding of the meeting is given and until the day after the meeting (or any postponement of the meeting).*

419 Presentation of Council's Financial Reports

1. *A Council must present its Audited Financial Reports, together with the Auditor's Reports, at a meeting of the Council held on the date fixed for the meeting.*
2. *The Council's auditor may attend the meeting at which the Financial Reports are presented.*
3. *A Council's auditor who carries out the functions of the auditor under an appointment by the Auditor-General must attend the meeting at which the Financial Reports are presented if the Council gives not less than 7 day's notice in writing that it requires the auditor to do so.*

Link to the Delivery Program/Operational Plan

The Audited Financial Statements form part of Council's Annual Report and therefore represents an integral part of the Integrated Planning and Reporting Framework.

The Audited Financial Statements provide an important avenue for the review of Council's progress by any interested stakeholders, including the Community.

By providing this avenue for review, Council also strengthens its accountability to all of its stakeholders, which is a key aspect of the Community Strategic Plan 2017-2027; in particular, the area of Council Sustainability, Transparency and Communication.

Conclusion

It is a requirement under Section 413(2)(c) of the Act that a Statement, signed by the Mayor, a councillor, the General Manager and the Responsible Accounting Officer is prepared for the General-Purpose Financial Statements and the Special Purpose Financial Statements so that they can be forwarded to Council's Auditor for audit.

It should be noted that the unaudited Statements reflects an opinion only and are not legally binding until such time as the Financial Statements have been audited by the External Auditors.

Attachments

1. Draft Financial Statements

RECOMMENDATION

1. In accordance with Section 413(2)(c) of the *Local Government Act 1993*:
 - a. Council resolves that, in its opinion, the General Purpose Financial Statements and the Special Purpose Financial Statements for the year

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ended 30 June 2023 and the Special Schedules are properly drawn up in accordance with the provisions of the Local Government Act 1993 and the Regulations thereunder.

- b. Council authorises for the Financial Statements for the year ending 30 June 2023 to be certified and signed by the Mayor, the Deputy Mayor, the General Manager and the Responsible Accounting Officer on behalf of Council.
2. The Financial Statements be referred to Council's Auditor for audit.
3. The General Manager be delegated authority to, after Council receives a copy of the Audited Financial Statements and Auditor's report, place the Audited Financial Statements on public exhibition and give notice that Council will present its Audited Financial Statements at an Ordinary Council Meeting, at least 7 days after the receipt of the Auditors report.
4. That Council present the Audited Financial Statements at an Ordinary Council Meeting, in accordance with Section 419(1) of the *Local Government Act 1993*.

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Item 17 Community Financial Assistance Donations 2023/24 – Round One

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

Reason for Report

To present the applications received in Round One of the 2023/24 Community Financial Assistance Donations totalling \$12,950.00.

Background

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

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

Issues

Applications for Round One of the 2023/24 Community Financial Assistance Donations were open from 31 July 2023 – 4 September 2023, and were promoted in local print publications, on social media and Council's website. A total of 26 applications were received, and are provided as an attachment to this report.

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

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

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

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

The 26 applications have been assessed against the evaluation criteria. A copy of the evaluation is provided as an attachment to this report. To summarise, 24 of the applications met a minimum of two different approval criteria, with the majority of applications meeting either three or four approval criteria. However, two applications met only one approval criteria and additionally met criteria for low priority to be given (see application numbers 2, 14).

Should all applications be approved for the full amounts requested, the remaining budget for round two of Community Financial Assistance Donations 2022/23 would be \$7,050.00, raising an issue of equity for the second-round applicants. The recommended donation amounts reflect the annual budget.

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

Table 1 – summary of applications

Ref	Applicant/s	Project description	Amount requested (\$)	Recomm'd donation (\$)
1	Mendooran Turf Club	Family fun day	500	415.00
2	Baradine Golf Club	Contribution to grounds	500	NIL
3	Baradine preschool	Contribution to grounds	500	415.00
4	Coonabarabran Show PAI&H	Collection of waste	500	415.00
5	Space Art Gallery	School Holiday Art at Space	500	415.00
6	Coolah / Dunedoo Presbyterian Church	Navigators	500	415.00
7	Mendooran Community Development Group – Debra Bell	Mendooran Murals	500	415.00
8	CWA NSW Evening Branch	Rates payments	500	415.00
9	Mendooran PA&H Association	Art Exhibition	500	415.00
10	Dunedoo Coolah Landcare	Dunedoo Woodlands walking trail clean up	500	415.00
11	Bungle Rumble – Natasha Pallier	Disposal of rubbish from event	500*	415.00

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		*Asking for fee waived didn't put a \$ amount		
12	Binnaway Bombshells – Melissa Meyers	Mental health charity game uniforms	500	415.00
13	Dunedoo Coolah Landcare	Coolaburragundy Riverwalk maintenance & replant project	500	415.00
14	Coonabarabran Club Co-Op	Upgrade power board	500	Nil
15	Uarbry Hall Grant Piper	Memorial Plaque	500	415.00
16	Coonabarabran Celtic Club	Purchase of equipment and uniforms	500	415.00
17	Coonabarabran Local Aboriginal Lands Council	Contribution to National Sorry Day 2024	500	415.00
18	Coolah Men's Shed	Contribution to newspaper delivery program	500	415.00
19	Binnaway PAHI Association	Binnaway Multipurpose Arena - Hoses	450	415.00
20	Coonabarabran Athletics Club	Contribution to Come and Try Little A's Day	500	415.00
21	Coonabarabran Tennis Club	Contribution to replacement of clubhouse kitchen stove	500	415.00
22	Black Stump Craft Shop	Contribution to paint for the exterior building	500	415.00
23	Coolah District Developm't Group	Signage – media wall or banner.	500	415.00
24	Coolah Tennis Club	Installation of zip heater.	500	415.00
25	Coolah Showground and Recreational Trust	Purchasing kitchen crockery	500	415.00
26	Coolah Historical and Tourist Subcommittee	Purchase new computer	500	415.00

Options

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

Financial Considerations

The total amount recommended among the 26 applications is \$9,960.00. This amount falls within the annual budget of \$20,000 and leaves \$10,040 budgeted for the second round of donations.

Community Engagement

The level of community engagement for this item is Inform.

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

Attachments

1. 26 applications for Round One of the 2023/24 Community Financial Assistance Donations.
2. Evaluation sheet used to assess applications against criteria.
3. Community Financial Assistance Request Guidelines

RECOMMENDATION

That Council funds the following applications under Round One of the Community Financial Assistance Donations 2023/24, at a total cost of \$9,960.00.

Applicant name/s	Amount (\$)
Mendooran Turf Club	415.00
Baradine preschool	415.00
Coonabarabran Show PAI&H	415.00
Space Art Gallery	415.00
Coolah / Dunedoo Presbyterian Church	415.00
Mendooran Community Development Group	415.00
CWA NSW Evening Branch	415.00
Mendooran PA&H Association	415.00
Dunedoo Coolah Landcare	415.00
Bungle Rumble Event	415.00
Binnaway Bombshells Charity Game	415.00
Dunedoo Coolah Landcare	415.00
Uarbry Hall Association Inc	415.00
Coonabarabran Celtic Club	415.00
Coonabarabran Local Aboriginal Lands Council	415.00
Coolah Men's Shed	415.00
Binnaway PAHI Association	415.00
Coonabarabran Athletics Club	415.00
Coonabarabran Tennis Club	415.00
Black Stump Craft Shop	415.00
Coolah District Developm't Group	415.00
Coolah Tennis Club	415.00
Coolah Showground and Recreational Trust	415.00
Coolah Historical and Tourist Subcommittee	415.00

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Item 18 Council Facilities Waiver of Council Fees and Charges Policy

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

Reason for Report

To seek Council adoption of the Council Facilities Waiver of Council Fees and Charges Policy.

Background

The draft Council Facilities Waiver of Council Fees and Charges Policy was placed on public exhibition following Council endorsement at the July 2023 Council meeting (Resolution 15/2324).

Issues

The draft policy deals only with the waiver of Council fees and charges associated with the use of Council facilities and seeks to ensure:

- A standard process for applicants to follow;
- Equitable assessment of each request received;
- Transparency and accountability to the community; and
- Effective reporting mechanisms.

The guidelines and application form provide customers with a clear process to apply for financial or in-kind support from Council. The guidelines set out the categories for eligibility, and how applications will be assessed.

The policy aims to:

- establish a governing framework for the consideration of requests for financial and/or in-kind assistance by way of fee-waiving;
- ensure that the administration of such requests is conducted in a consistent, equitable, transparent and financially sustainable manner.

The draft policy was on public exhibition from 31 July 2023 to 8 September 2023. One submission was received (provided as an attachment to this report). Issues raised in the submission were:

- seeking clarity on the definition of a recurrent event;
- request that bond and insurance fees also be waived;
- that the draft policy references submission of ATO documents confirming non-profit status, and states that having an incorporation number issued meets the criterion as an NFP. (*Note: Australian Charities and Not-for-profits Commission defines an incorporated association as 'an organisation*

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incorporated under state or territory law, that is usually not-for-profit'. That is, incorporation does not by itself define an organisation as an NFP)

After considering the public submission, two changes have been proposed to the policy (highlighted in the attached copy):

- a recurrent event is defined at clause 4;
- the inclusion of 'eg' before 'submission of Australian Taxation Office documentation confirming non-profit status at clause 5.5.3..

Options

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

Financial Considerations

Council to allocate \$10,000 annually for this purpose.

Community Engagement

The level of community engagement for this item is Inform + Consult.

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

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

Attachments

1. Submission received on the draft Council Facilities Waiver of Council Fees and Charges Policy.
2. Draft Council Facilities Waiver of Council Fees and Charges Policy.

RECOMMENDATION

That Council adopts the draft Council Facilities Waiver of Council Fees and Charges Policy.

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Item 19 Disability Inclusion Action Plan (DIAP) 2022-2026

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

Reason for report

To seek Council adoption of the Disability Inclusion Action Plan (DIAP) 2022-2026.

Background

Council received the draft Disability Inclusion Action Plan (DIAP) 2022-2026 at the Ordinary Council meeting of 20 July 2023, and resolved to place the draft DIAP on public exhibition (Resolution 14/12324).

The draft policy was on public exhibition from 4 August 2023 until 8 September 2023. Submissions closed on 8 September 2023. One submission was received during the exhibition period, which is provided as Attachment 2 to this report. The submission stated:

I would like to add that there absolutely should be an online community consultation as well as one in each town. Disabled people are much more likely to be isolated in their homes because of their disability, or not willing to attend public meetings because of the danger of Covid. Like anything else, it will also help other parts of the population as well who want to have a say but for whatever reason cannot attend a public meeting in person.

Action 1.4.3 of the draft DIAP outlines investigating strategies for online engagement and consultation with community members however the draft DIAP will also be amended on page 10 to include online community consultations where possible, as part of the Community Consultation meetings in each town, as part of the DIAP review due 1 July 2025. The draft policy is provided as an attachment to this report.

Issues

Nil

Options

Council may endorse the documents as presented, or with amendments; or may decline to endorse any or all of the documents.

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Financial Considerations

As set out in the action plan and budget

Community Engagement Considerations

Level of Engagement - Inform

Attachments

1. DRAFT WSC 2022-2026 Disability Inclusion Action Plan
2. Submission on the draft 2022-2026 Disability Inclusion Action Plan

RECOMMENDATION

That Council adopts the Disability Inclusion Action Plan 2022-2026.

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Item 20 Child Safe Scheme Framework

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

Reason for report

To present Council with information on the Child Safe Standards and a draft Child Protection Policy and Statement of Commitment for their information and endorsement.

Background

The Child Safe Scheme as outlined in the *Children's Guardian Act 2019*, came into effect on 1 February 2022 and requires local councils meet the NSW Child Safe Standards. Ten Child Safety Standards were developed (Attachment 1) and were enacted into legislation in NSW on 1 February 2022.

The Standards are a continuous improvement framework which have been designed to complement existing child protection compliance requirements (working with children checks; the reportable conduct scheme, mandatory reporting risk of significant harm and civil liability and criminal offences relating to failure to protect and failure to report).

The Standards are principle-based and focused on outcomes, not prescriptive compliance. There is no set way of aligning organisational practice to the Standards. They are designed to provide organisations with the flexibility to implement them in ways that are meaningful, achievable and related to their size, resources and workforce.

Issues

The Office of the Children's Guardian (OCG) have indicated that they are focussing their efforts on capability building and support for organisations to implement the NSW Child Safe Standards. The OCG advise that enforcement will be used in circumstances where organisations are not willing to implement the Child Safe Standards and the organisations practices represents a risk to children.

The legislation does not set a definitive timeframe by which acceptable alignment of practice with the Standards must be achieved however the implication is that if Council has in place the key elements outlined below as soon as practicable, and

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continue to work to implement the Standards and is using a continuous improvement approach - including through implementing a child safety risk management plan - then the council will avoid enforcement activity.

Section 8D *Systems, Policies and Processes* of the *Children's Guardian Act 2019* requires that the General Manager as the head of the child safe organisation must ensure the organisation implements the Child Safe Standards through systems, policies and processes which may include, but are not limited to, the following:

Requirement	Implications
a) a statement of the organisation's commitment to child safety;	Statement is placed on Council website and in the Annual Report.
(b) a child safe policy;	Children's Services already have a Child Protection Policy and Reporting procedure in place however Council now requires a policy that covers all Council staff, volunteers and contractors.
(c) a code of conduct applying to the following; (i) Councillors, (ii) employees (iii) contractors, (iv) volunteers.	Draft WSC Child Safe Code of Conduct attached (based on the OCG template). This would be signed by all staff after training and during induction.
(d) a complaint management policy and procedure;	Already in place
(e) human resources procedures	Child Safe Standards implemented into recruitment, screening, WWCC, supervision and training
(f) a risk management plan	Already in place for Children's Services however it will be placed on the Council risk register as part of the ERM Plan and may need to be identified and assessed by ELT as a strategic level risk.
(g) the organisation implements a reporting procedure	Already in place for Children's Services as Mandatory Reporters. The Council procedure will be finalised once the policy has been endorsed and will cover information on what to report and avenues on how and who to report to (flow chart).

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<p>(h) systems, policies and processes implemented by the organisation are continuously reviewed and updated to reflect—</p> <ul style="list-style-type: none">• the Child Safe Standards, and• recommendations made to the organisation by the Children’s Guardian in• a monitoring assessment report under section 8W, or• an investigation report under section 8Z, and• enforcement measures taken under Part 9A against the organisation by the Children’s Guardian	<p>At minimum Council must have evidence of a continuous review and improvement approach when it comes to implementing the Child Safe Standards.</p> <p>The legislation does not prescribe the approach, but Standard 9 of the Child Safe Standards includes the following principles the council can be expected to demonstrate it meets:</p> <ul style="list-style-type: none">• The organisation regularly reviews and improves child safe practices.• The organisation analyses complaints to identify causes and systemic failures and inform continuous improvement. <p>This could be reported in the Annual Report and as part of the Delivery Program Progress Report.</p>
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A Child Protection Policy has been drafted in line with the Standards. The purpose of the policy is to ensure Council implements the Standards and is compliant with NSW child protection legislation. The policy provides a framework that:

- Articulates the professional and legal obligations of Council staff in relation to child protection.
- Ensures Council implements procedures for the prompt and confidential response to all allegations against Council staff, volunteers, students, and persons undertaking work experience and contractors/suppliers where a child or young person is involved.
- Promotes the health, safety, welfare and wellbeing of children and young people.
- Ensures that Council provides a safe environment for children and young people whilst on Council premises and utilising Council services.
- Ensures that Council is implementing best practice approaches to child protection, and in this regard is responding to recommendations from the Royal Commission into Institutional Responses to Child Sexual Abuse (2017) that affect Local Government.

Financial Considerations

Nil

Community Engagement Considerations

Level of Engagement - Inform and consult by placing the Child Protection Policy on public exhibition.

Attachments

1. 10 Child Safe Standards
2. Draft Child Protection Policy
3. Draft Statement of Commitment
4. Draft WSC Child Safe Code of Conduct

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RECOMMENDATION

That Council:

1. Notes the information contained in the Child Safe Scheme Framework report.
2. Endorses the draft Statement of Commitment and the draft Child Protection Policy.
3. Places the draft Child Protection Policy on public exhibition for a period of at least 28 days with public submissions invited for a period of at least 42 days.
4. Receives a further report on the draft Child Protection Policy at the conclusion of the period of public submissions.

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Item 21 Investments and Term Deposits – month ending 31 August 2023

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

Reason for Report

As required by clause 212 of the *Local Government (General) Regulation 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 \$106,975.57 in Interest.

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

- \$1,000,000 with CBA at a rate of 5.01%
- \$1,000,000 with MAQ at a rate of 4.83%
- \$500,000 with WBC at a rate of 5.02%
- \$1,000,000 with WBC at a rate of 5.00%
- \$1,000,000 with WBC at a rate of 4.98%

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- \$1,000,000 with MAQ at a rate of 4.75%
- \$1,000,000 with NAB at a rate of 5.05%
- \$500,000 with NAB at a rate of 5.05%
- \$500,000 with WBC at a rate of 4.95%
- \$1,000,000 with MAQ at a rate of 5.07%
- \$1,000,000 with WBC at a rate of 5.08%

The balance of the term deposits at the end of the month was \$42,500,000.00.

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, \$1,586.16 interest was earned on the balances in the accounts and no transfers were made from these accounts resulting in a month end balance of \$1,220,012.83.

Cash at bank balance

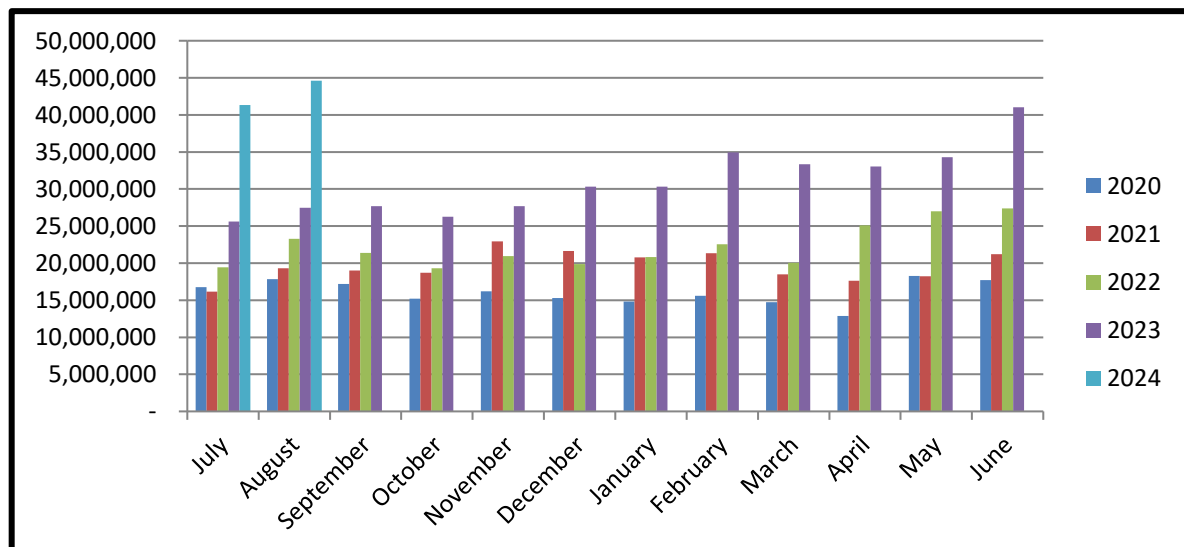
In addition to the at call accounts and term deposits, as at 31 August 2023, Council had a cash at bank balance of \$869,691.55.

Income Return

The average yield on Investments Council held for August 2023, of 4.9679%. Council uses the Bank Bill Swap Rate (BBSW) supplied by the Australian Securities Exchange (ASX) which was 4.1304% for the month of August. The performance of investments for August, based on the comparison, was the portfolio exceeded the benchmark by 0.8375%.

Council's budget for year 2023/24 for interest on investments is \$179,350. At the end of August 2023, the amount of interest received and accrued should be around 16.67% of the total year budget, i.e. \$29,891.67 On a year to date basis, interest received and accrued totals \$307,059.72, which is 171.21% of the annual budget.

Graph by Month Investments



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Table 1: Investment Balances – 31 August 2023

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
At Call Accounts							
NAB	1-June-23	At Call	at call	ADI	ADI	0.05%	1,221.49
ANZ	1-June-23	At Call	at call	ADI	ADI	0.01%	6,555.93
CBA At Call 1	1-June-23	At Call	at call	ADI	ADI	0.02%	335.34
CBA At Call 2	1-June-23	At Call	at call	ADI	ADI	4.10%	1,211,900.07
							1,220,012.83
Term Deposits							
NAB	08-Jun-23	06-Sep-23	90	ADI	ADI	4.85%	500,000.00
WBC	08-Jun-23	13-Sep-23	97	ADI	ADI	4.75%	500,000.00
NAB	28-Jun-23	20-Sep-23	84	ADI	ADI	5.00%	500,000.00
CBA	27-Feb-23	25-Sep-23	210	ADI	ADI	4.74%	1,000,000.00
WBC	31-May-23	04-Oct-23	126	ADI	ADI	4.61%	1,000,000.00
NAB	28-Jun-23	04-Oct-23	98	ADI	ADI	5.00%	500,000.00
NAB	28-Jun-23	11-Oct-23	105	ADI	ADI	5.00%	500,000.00
NAB - Sewer Fund	20-Apr-23	17-Oct-23	180	ADI	ADI	4.55%	500,000.00
CBA	28-Jun-23	24-Oct-23	118	ADI	ADI	5.10%	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	13-Jun-23	01-Nov-23	141	ADI	ADI	5.05%	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
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
WBC	07-Jun-23	07-Dec-23	183	ADI	ADI	5.06%	1,000,000.00
AMP	04-Apr-23	11-Dec-23	251	LMG	LMG	4.75%	1,000,000.00
CBA - Sewer Fund	20-Jun-23	18-Dec-23	181	ADI	ADI	5.39%	2,000,000.00
NAB	23-Mar-23	19-Dec-23	271	ADI	ADI	4.40%	1,000,000.00
WBC	08-Jun-23	22-Dec-23	197	ADI	ADI	5.11%	500,000.00
CBA	28-Jun-23	02-Jan-24	188	ADI	ADI	5.34%	1,000,000.00
NAB	04-Jul-23	04-Jan-24	184	ADI	ADI	5.40%	500,000.00
NAB	17-May-23	12-Jan-24	240	ADI	ADI	4.75%	1,000,000.00
NAB	28-Jun-23	16-Jan-24	202	ADI	ADI	5.35%	1,000,000.00
CBA	28-Jun-23	23-Jan-24	209	ADI	ADI	5.34%	500,000.00
NAB	24-Jul-23	30-Jan-24	190	ADI	ADI	5.40%	1,000,000.00
WBC	31-Jul-23	06-Feb-24	190	ADI	ADI	5.09%	500,000.00
WBC	31-Jul-23	13-Feb-24	197	ADI	ADI	5.09%	500,000.00
CBA	27-Feb-23	27-Feb-24	365	ADI	ADI	5.06%	2,000,000.00
CBA	28-Jun-23	05-Mar-24	251	ADI	ADI	5.42%	500,000.00
NAB	31-Jul-23	05-Mar-24	218	ADI	ADI	5.25%	1,000,000.00
CBA	08-Aug-23	12-Mar-24	217	ADI	ADI	5.01%	1,000,000.00
MAQ	21-Aug-23	19-Mar-24	211	LMG	LMG	4.83%	1,000,000.00
WBC	15-Aug-23	19-Mar-24	217	ADI	ADI	5.02%	500,000.00
CBA	28-Jun-23	02-Apr-24	279	ADI	ADI	5.46%	1,000,000.00
WBC	28-Aug-23	09-Apr-24	225	ADI	ADI	4.98%	1,000,000.00
WBC	29-Aug-23	16-Apr-24	231	ADI	ADI	5.00%	1,000,000.00
MAQ	30-Aug-23	23-Apr-24	237	LMG	LMG	4.75%	1,000,000.00

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NAB	31-Aug-23	30-Apr-24	243	ADI	ADI	5.05%	1,000,000.00
NAB	31-Aug-23	07-May-24	250	ADI	ADI	5.05%	500,000.00
WBC	31-Aug-23	14-May-24	257	ADI	ADI	4.95%	500,000.00
MAQ	01-Aug-23	21-May-24	294	LMG	LMG	5.07%	1,000,000.00
AMP	29-May-23	24-May-24	361	ADI	ADI	5.20%	1,000,000.00
CBA	28-Jun-23	25-Jun-24	363	ADI	ADI	5.50%	1,000,000.00
CBA	30-Jun-23	28-Jun-24	364	ADI	ADI	5.55%	500,000.00
AMP	28-Jun-23	27-Jun-24	365	ADI	ADI	5.70%	500,000.00
WBC	31-Aug-23	30-Aug-24	365	ADI	ADI	5.08%	1,000,000.00
						Sub-Total	42,500,000.00
Total							43,720,012.83

Credit Rating Legend

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

Table 2: At Call and Term Deposits – Monthly Movements

Bank	Opening Balance	Interest Added to Investment	Net Placements /Withdrawals	Closing Balance
NAB	1,221.49	-		1,221.49
ANZ	6,555.82	0.11		6,555.93
CBA At Call	335.34	-		335.34
CBA At Call	1,210,314.02	1,586.05	-	1,211,900.07
Total at call	1,218,426.67	1,586.16	-	1,220,012.83
MAQ	1,000,000.00	11,988.49	(1,011,988.49)	-
CBA	1,000,000.00	18,443.84	(1,018,443.84)	-
MAQ	500,000.00	6,841.92	(506,841.92)	-
MAQ	1,000,000.00	22,414.25	(1,022,414.25)	-
WBC	1,000,000.00	23,086.58	(1,023,086.58)	-
MAQ	1,000,000.00	6,118.29	(1,006,118.29)	-
NAB	1,000,000.00	18,082.20	(1,018,082.20)	-
NAB	500,000.00			500,000.00
WBC	500,000.00			500,000.00
NAB	500,000.00			500,000.00
CBA	1,000,000.00			1,000,000.00
WBC	1,000,000.00			1,000,000.00
NAB	500,000.00			500,000.00
NAB	500,000.00			500,000.00
NAB - Sewer Fund	500,000.00			500,000.00
CBA	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
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
WBC	1,000,000.00			1,000,000.00
AMP	1,000,000.00			1,000,000.00
CBA - Sewer Fund	2,000,000.00			2,000,000.00
NAB	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
WBC	500,000.00			500,000.00
CBA	1,000,000.00			1,000,000.00
NAB	500,000.00			500,000.00
NAB	1,000,000.00			1,000,000.00
NAB	1,000,000.00			500,000.00
CBA	500,000.00		-	500,000.00
NAB	1,000,000.00			1,000,000.00
WBC	500,000.00			500,000.00
CBA	2,000,000.00		-	2,000,000.00
CBA	500,000.00		-	500,000.00
NAB	1,000,000.00		-	1,000,000.00
CBA	-		1,000,000.00	1,000,000.00
MAQ	-		1,000,000.00	1,000,000.00
WBC	-		500,000.00	500,000.00
CBA	1,000,000.00		-	1,000,000.00
WBC	-		1,000,000.00	1,000,000.00
WBC	-		1,000,000.00	1,000,000.00
MAQ	-		1,000,000.00	1,000,000.00
NAB	-		1,000,000.00	1,000,000.00
NAB	-		500,000.00	500,000.00
WBC	-		500,000.00	500,000.00
MAQ	-		1,000,000.00	1,000,000.00
AMP	1,000,000.00		-	1,000,000.00
CBA	1,000,000.00		-	1,000,000.00
CBA	500,000.00		-	500,000.00
AMP	500,000.00		-	500,000.00
WBC	-		1,000,000.00	1,000,000.00

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Total Term deposits	39,500,000.00	106,975.57	2,893,024.43	42,500,000.00
Total	40,718,426.67	108,561.73	2,893,024.43	43,720,012.83

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
ANZ	ADI	6,555.93	0.01%	33.30%	Compliant
CBA	ADI	12,212,235.41	27.93%	33.30%	Compliant
WBC	ADI	10,000,000.00	22.87%	33.30%	Compliant
NAB	ADI	14,001,221.49	32.02%	33.30%	Compliant
	Total ADI	36,220,012.83	82.85%	100.00%	Compliant
MAQ	UMG	4,000,000.00	9.15%	20.00%	Compliant
	Total UMG	4,000,000.00	9.15%	60.00%	Compliant
AMP	LMG	3,500,000.00	8.01%	10.00%	Compliant
	Total LMG	3,500,000.00	8.01%	10.00%	Compliant
	Grand Total	43,720,012.83	100.00%		

Certification of Responsible Accounting Officer

I hereby certify that the investments listed in the report above have been made in accordance with section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2021* and Council's Investments Policy.



Responsible Accounting Officer – Lisa Grammer

RECOMMENDATION

That Council accept the Investments Report for the month ending 31 August 2023 including a total balance of \$44,589,704.38 being:

- \$1,220,012.83 in at call accounts.
- \$42,500,000.00 in term deposits.
- \$869,691.55 cash at bank.

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Item 22 Natural Disaster Response and Recovery Monthly Report for September 2023

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

Reason for Report

To provide a monthly update on the natural disaster response and recovery, as well as specific information on Local Government Recovery Grants.

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 of 21 November 2022, in addition to the emergency works claim nine (9) works packages to the value of \$12,767,871.13 were submitted for restoration works. The submissions have been assessed and adjusted with \$10,568,493 being approved including emergency and immediate restoration (emergent) for the November 2021 event. \$1,261,741 has been submitted for the September 2022 event. The variance between the original submission amount and the current submission amount is due to several 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 the September 2022 submission due to additional damage.

The November 2021 natural disaster event upper limit has been finalised at \$9,842,922.74 for essential public asset restoration works and a payment of \$725,570 has been made for the emergent works. September 2022 AGRN 1034 current estimate is \$1,261,741 with further defects still to be included. The estimated number for the September 2022 event will continue to move as each defect is assessed.

As of 8 September 2023, there are 1,701 defects approved for funding for the November 2021 event and 80 defects for the September 2022 event identified though not approved yet. There will be no restoration defects for the August 2022 event as this claim will be emergency works only.

To date, the amount of \$10,568,493 has been approved for restoration and works have commenced.

Asset Type	Approved	Queried	Submitted	Grand Total
Road - bridge / structure	\$71,737			\$71,737
Road - culvert / floodway	\$59,798			\$59,798
Road - sealed	\$1,992,529			\$1,992,529
Road - unsealed - formed	\$7,701,024			\$7,701,024
Road - unsealed - unformed	\$10,916			\$10,916
Stormwater Infrastructure	\$6,919			\$6,919
Emergent Works	\$725,570			\$725,570
AGRN 987	\$10,568,493	\$0	\$0	\$10,568,493

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Asset Type	Approved	Queried	Submitted	Grand Total
Road - bridge / structure			\$1,189,788	\$1,189,788
Road - culvert / floodway			\$57,992	\$57,992
Road - unsealed - formed	\$13,961			\$13,961
AGRN 1034	\$13,961	\$0	\$1,247,780	\$1,261,741
Grand Total	\$10,582,454	\$0	\$1,247,780	\$11,830,234

- Approved refers to defects that have been assessed by TfNSW and the upper funding limit has been set.
- Queried refers to defects that have been submitted and TfNSW is 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 the upper limit for the restoration works.

Expenditure to 11 September 2023 for AGRN 987, 1030 and 1034 is \$5,109,731 and includes emergent and full restoration works.

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

- Blue Springs Road
- Cliffdale Road
- Coybil Road
- Boltons Creek Road
- Patrick Road
- Lewis Road
- Brooks Road
- Scully Road
- Kurrajong South Road
- Town Well Road
- Round Mountain Road
- Brooks Road
- Dowd Road
- Locknaw Road
- McGuinness Road
- Mountain Side Road
- Rowbotham Road
- Oban Road
- Merotherie Road
- Morrisseys Road
- Gundare Road
- Munns Road
- McEvoy's Road
- Orana Road

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- Tabletop Road
- Burma Road
- Black Stump Way (MR 55)
- Ropers Road
- Girragulang Road
- Yattendon Road

There were no AGRN 1034 Natural Disaster Emergency Works carried out in August 2023 as the emergent works period has now finished.

During August 2023, Council was also delivering the following grant funded projects concurrently with the Natural Disaster Restoration Works:

- Pothole Repair Program – as of 11 September 2023 there have been 10,045 potholes repaired on 944km of regional, local rural and urban roads under this program.
- Regional and Local Roads Repair Program – Warrumbungles Way, Black Stump Way, Lawson Park Road and Vinegaroy Road.
- Regional Roads Block Grant
- Fixing Local Roads – Tooraweenah Road Sealing Project.
- RMCC Maintenance and Ordered Works.

The road crews are working six (6) days a week most weeks on our local rural roads performing pothole repairs. Urban Services crews are also working up to three (3) days per week in urban areas where service levels permit, and crews are also working longer hours where necessary to get the work completed quicker.

Council has engaged two (2) Contractors under the Casual Plant Hire Contract to supply an unsealed road maintenance crew to assist with the Natural Disaster Restoration Works.

Three (3) tenders are currently being advertised for Natural Disaster Restoration Works associated with the AGRN 987 event. The roads included in the tenders are as follows and are expected to be less than \$500,000 per Contract.

Tender 1 Sandy Creek Area	Tender 2 Upper Laheys Creek Area	Tender 3 North of Oxley (Goolhi and Surrounds)
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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Tender 1 Sandy Creek Area	Tender 2 Upper Laheys Creek Area	Tender 3 North of Oxley (Goolhi and Surrounds)
		Rayak Road
		Reddens Road
		Schumacks Road
		Yaminbah Road

Restoration works are being carried out following the prioritisation process approved by Council.

‘113/2223 RESOLVED that Council:

- 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.*
- 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.*
- Notes that all restoration works associated with the November 2021 natural disaster must be completed by 30 June 2024.’*

Council work crews will be used as much resourcing allows and will be supplemented with contractors when available.

Local Government Recovery Grants

The purpose of Local Government Recovery Grants is to support the emerging relief and recovery needs within impacted communities and contribute to building disaster resilience and reducing the impact of future disaster events. Submissions are currently under preparation and are due to be lodged by close of business on 13 October 2023. Projects identified by Council are outlined below:

Name	Funds Requested
Coolah Rising Main – Coolaburragundy River Crossing	\$200,000
Coolah Rising Main – Saleyards Creek Crossing	\$100,000
Fixed Road Closure Barriers	\$100,000
Neible Siding Box Culvert	\$500,000
Coolah Sewer Treatment Plant (STP) Fencing Upgrade	\$50,000
Coonabarabran Swimming Pool Complex Flood Mitigation	\$50,000
TOTAL	\$1,000,000

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Issues

It is 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 completed. Further submissions are currently being prepared and these are required to be lodged with TfNSW by 30 September 2023.

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

Main Street	Suburb	Other Information
Boomley Road	Dunedoo	Culvert under the road has been severely damaged in the 2021 & 2022 Natural Disaster Events.
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 by 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) were 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 is required to supplement Council staff.

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

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Financial Considerations

Council's costs are recoverable for services that directly relate to the restoration of essential public assets following 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.

Council is delivering several projects using grant funding to return the 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 of 11 September 2023.

Project	Funding	Expenditure	Percentage Spent	Construction Completion Date
Natural Disaster AGRN 987, 1030 and 1034	\$10,568,492	\$5,109,731	48%	30/06/2025
Pothole Repair Program	\$864,683	\$369,750	43%	01/01/2024
Regional and Local Roads Repair Program	\$4,590,987	\$395,778	9%	29/02/2024
Local Government Recovery Grants	\$1,000,000	\$36,819	4%	30/06/2025

Community Engagement Considerations

The level of community engagement is to inform.

Attachments

Nil

RECOMMENDATION

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

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Item 23 Coonabarabran No. 3 Oval – Donation of Land and Essential Energy Easement

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – Nicole Benson
CSP Key Focus Area:	Supporting Community Life
Priority:	SC3 A healthy and active community is supported by sport and recreational infrastructure.

Reason for Report

To formally accept land donated by the owners of the John Oxley Caravan Park to Council for the purpose of constructing a new amenities building at No. 3 Oval in Coonabarabran.

To advise Council of the easement that will be created for the purpose of the underground powerlines adjacent to the above-mentioned new amenities building.

Background

Council is currently finalising plans and tender documentation for the much-needed new amenities building at No. 3 Oval in Coonabarabran. The issue of the new amenities has been deliberated by Council's Coonabarabran Sporting Complex Advisory Committee for some time now.

Issues

Due to limited land availability at No. 3 Oval, Council's initial proposal was for the new amenities to be located at the southern end of the ground, however following representations by some members on the Coonabarabran Sporting Complex Advisory Committee and the Coonabarabran Senior Rugby Club, the proposed site moved to adjacent to the existing amenities building.

The move required some additional lands and the owners of the John Oxley Caravan Park donated a portion of Lot 11, DP 1079828 measuring approximately 231.6m² to Council. The process to acquire the land involves subdivision of Lot 11, DP 1079828 and Lot 3, DP 883513 (Coonabarabran No. 3 Oval), and whilst the subdivision is permissible under planning laws, a survey plan must be prepared and registered. The Plan of Subdivision has been prepared and is attached for information.

The siting of the building also requires the overhead powerlines to be relocated underground. An easement will need to be created in accordance with Essential Energy requirements. The easement documents including a Section 88B Certificate, Subdivision Certificate and Administration Plan will need to be prepared. Once the documents are signed by the General Manager, they will be lodged with the Land Registry Services to finalise the matter.

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Options

Donation of the land means that a facility of a suitable size and layout can be constructed in the location of the current kiosk and storage areas. Members of the Coonabarabran Sporting Complex Advisory Committee have been heavily involved in the design, layout and location of the facility.

Financial Considerations

The costs associated with formally acquiring land adjacent to No. 3 Oval include legal, survey and registration costs. All up the cost is estimated to be \$12,000.

The costs associated with the creation and registration of the powerline easement include survey and registration, and legal costs. All up the cost for this component of the project is estimated to be between \$10,000 and \$12,000.

Community Engagement

The level of community engagement is to inform. Members of the Coonabarabran Sporting Complex Advisory Committee and Council staff have engaged with the property owners on the donation of the land.

Attachments

1. Plan of Subdivision of Lot 11, DP 1079828 and Lot 3, DP 883513.

RECOMMENDATION

That:

1. Council accept the donation of land measuring approximately 231.6m² from the owner of Lot 11 in DP 1079828 for the purpose of constructing a new amenity block at No. 3 Oval in Coonabarabran.
2. That Council note the information regarding the Essential Energy easement over part of Lot 3, DP 883513.

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Item 24 Essential Energy Easement Registration for Neilson Park, Coonabarabran

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

Reason for Report

To inform Council on the easement for underground powerlines on Lot 1 in DP 1150791, Coonabarabran Stop and Play playground at Neilson Park .

Background

Construction of a Stop and Play playground at Neilson Park Coonabarabran was completed on 10 March 2022. Soon after Essential Energy expressed concerns to Council that the new playground had been constructed under a 22kV powerline contrary to the requirements for Essential Energy easements.

Easements are required to protect electrical infrastructure that makes electricity supply to a customer. The easements must be created in accordance with Essential Energy's *Procedure for Easement Requirement CEOP8046*.

Issues

The powerline was relocated in December 2022.

An easement has been created in accordance with Essential Energy requirements.

The easement documents including the Section 88B Certificate, Subdivision Certificate and Administration Plan have been prepared. Once the documents are signed by the General Manager Council's surveyor will lodge them with the Land Registry Services finalising the matter.

Options

Nil

Financial Considerations

The costs associated with the creation and registration of the easement include survey and registration, and legal costs. All up the cost to register the easement is estimated to be \$10,350.

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Attachments

Nil

Community Engagement

The level of community engagement is to inform.

RECOMMENDATION

That Council note the information regarding the Essential Energy easement over part of Lot 1 in DP 1150791 – Neilson Park, Coonabarabran.

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Item 25 Council Public Pools – 2023-24 Pool Season

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Director Technical Services – Nicole Benson
CSP Key Focus Area:	CL1 That Council is financially sustainable over the long term. SC3 A healthy and active community is supported by sport and recreational infrastructure.
Priority:	CL1.1 Ensure that Council is generating sufficient funds to provide the levels of service and infrastructure agreed with the community. SC3.1 Identify and deliver sport and recreation facilities to service the community into the future.

Reason for Report

To provide Council with information on low cost or free entry for the 2023/24 pool season.

Background

At its meeting on 20 July 2023 Council considered Item 18 Review of the 2022/23 Pool Operations and:

'19/2324 RESOLVED that Council:

- 1. Notes the information contained within the Review of the 2022/23 Pool Operations Report.*
- 2. Is provided with a further report for low cost or free entry for the 2023/24 pool season.'*

Issues

Council operates six outdoor seasonal swimming pools that are located at Baradine, Binnaway, Coolah, Coonabarabran, Dunedoo and Mendooran. The swimming season traditionally runs from October to April each year.

Council sets entry fees annually as part of the budget process and the current entry fees and charges are shown below in Table 1. A four-week season ticket was introduced following feedback received last year about pools not opening on time and the season ticket structure not being flexible.

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Table 1 – 2023/24 Public Swimming Pool Fees and Charges

Casual Admission All Patrons Over 12 Months of Age					
Individual		\$4.40	Spectator		\$2.00
Seniors Card Holder		\$2.20	School Groups		Free
Season Tickets					
Four-week Season Ticket		Half Season (Oct–Dec) or (Jan–Apr)		Full Season (Oct–Apr)	
Individual	\$30.00	Individual	\$76.50	Individual	\$142.00
Family	\$60.00	Family	\$158.50	Family	\$283.00
Seniors Card Holder	\$15.00	Seniors Card Holder	\$35.50	Seniors Card Holder	\$71.00
Salto Tag – New	\$25.00	Salto Tag - Replacement	\$38.50	Salto App	Free

A desktop review of Coonamble, Gilgandra and some of Narrabri Council's public swimming pools and entry fees was undertaken. Individual adult entry fees varied between \$4.00 at Coonamble to \$3.50 at Boggabri, Wee Waa (Narrabri Council) and Gilgandra pools. School groups attending these pools are subject to either a gold coin donation or a set fee.

The structure and cost for season tickets/passes varied across all pools including Warrumbungle's. In addition to full season individual and family passes like other councils offer, Coonamble Shire also offers 10 day passes for children, adults and families at \$30.00, \$35.00 and \$110.00 respectively.

The costs for full season family passes are similar with Warrumbungle at \$283.00, Coonamble at \$260.00 and Gilgandra at \$210.00. Narrabri was not included in this comparison as their fee structure includes their indoor facility.

It appears that some of Council's pool entry fees and charges are within a similar price range when compared to adjoining Council's offering similar facilities.

Pool Operating Hours

Coolah, Coonabarabran and Dunedoo Pools are being prepared for opening on Saturday 7 October 2023. Baradine, Binnaway and Mendooran Pools will open a fortnight later on Saturday 21 October 2023. This staggered opening enables operational procedures to be bedded down and inductions to be scheduled.

Subject to staffing Council would be looking to operate the pools during the following times:

Keyholders	6.00am to 6.00pm	Monday – Sunday
Paying Patrons	3.00pm to 6.00pm	Monday – Friday
	10.00am to 12.00pm	Saturday – Sunday
	3.00pm to 6.00pm	Saturday – Sunday

Closing times during the December – January School Holidays would be extended by an hour to 7.00pm if required.

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Staffing

During recent seasons, and particularly so during the 2022-23 season Council has not been able to source sufficient pool attendants from open to closing times at the various pools. Despite regular advertising the 2023-24 season is shaping up to be very similar.

Recruitment of pool attendants commenced in June 2023 and at the time of writing, there were six pool attendants employed for the season. Some cannot start until late October and one of last year's employees is in the process of confirming their availability. At best there will be eight pool attendants including last year's employee and the Supervisor Pools. The Supervisor's substantive role is to coordinate and manage Council's Aquatics teams and oversee the operations of Council pools, ensuring that they are managed in an efficient and cost-effective manner.

Free Entry

Enquiries of other councils has revealed that Hay Shire Council offers free entry to the John Houston Memorial Pool for the entire swimming season. Noted advantages of this model in this location are that it encourages usage, there is no need for handling of cash, it encourages people to learn to swim, it is safer than swimming in rivers and dams, and is seen as a good visitor marketing strategy.

Cessnock City Council in the Hunter Region started offering free entry at set times of the swimming season from 2017/18. For example, from 10.00am to closing time some Sundays when carnivals are not scheduled; and/or for special events and some Public Holidays. Some seasons attendances increased slightly as a result of the free days. Antisocial behaviour also increased and security guards had to be employed at an extra cost to assist with management of patrons at some of the pools. Feedback from some people who had purchased season tickets was that they stopped attending on the free days because of the clientele. Staff feedback was that the free entry days placed extra pressure on lifeguards especially on hot days where attendances were high and as a result of increased anti-social behaviour.

Parkes Council offers free entry at its village pools in Peak Hill, Trundle and Tullamore. Free entry was offered at Parks Aquatic Centre but this was ceased due to antisocial behaviour and the need to employ security guards to assist to supervise patrons.

The general feedback has been that with free entry there is an increase in antisocial behaviour and feeling that when the service is free it is not valued by patrons.

Operational Matters

Currently, Council operates a system of 'no supervision to limited supervision'. Unless otherwise stated there is no supervision at the pools and patrons enter at their own risk. Those with season tickets are permitted to enter the pools from 6.00am each morning and remain until the designated closing time. Those with season tickets are provided with Salto Tags which are used to gain entry to the pools. These patrons are also inducted to the pools and reminded that there is no supervision at all during most hours of operation and only limited supervision at other times.

Council does not provide Lifeguards at pools as the title implies that there is constant supervision of the pools. Council instead employs Pool Attendants who have the equivalent skills and training of a Lifeguard but have other duties whilst at the pools,

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including cleaning, maintenance, water sampling/testing etc. In a emergency the Pool Attendants can apply first aid. Again patrons enter the facilities with a greater degree of risk then those with Lifeguards.

While it is only a guideline, Royal Life Saving Society's Guideline for Safe Pool Operations (GSPO) advises that the ratio of lifeguards to people in the water should not exceed 1:100. Further, that the number should be reduced in high risk circumstances such as hot days where high attendances are expected. The main reason for this is the ability to see people in the water and supervise. This is a risk that Council must consider where Council is offering low cost or free entry and insufficient pool attendants are rostered on.

Water quality must continue to be monitored. Chemical tests are conducted by pool attendants and results recorded. It is a mandatory requirement under the *Public Health Regulation 2012* that all non-automatic continuously dosed public swimming pools that the disinfectant and pH levels be tested prior to the opening of the pool. It is recommended that the water is then tested every two hours (or every one hour when bather loads exceed design capacity) or as frequently as determined by the pool operator depending on the circumstances of pool operation.

Options

Recorded attendances and subsequent revenue dropped substantially in the 2022-23 season compared to previous years. This could be attributed to a number of factors including weather conditions, accessibility to facilities (eg affordability, opening hours to the public), and length of the season. One way to increase attendances and improve accessibility to Council pools may be to offer low cost or free entry.

Option 1 – Low Cost Entry

Council could consider reducing the pool charges to encourage greater participation and use of the pools.

Option 2(a) – Free Entry, No Supervision

This option carries a high risk. Certain safety precautions would need to be in place but it would operate similar to a motel pool.

It would be necessary for Urban Services teams to assist with, or complete the grounds maintenance, litter removal, and/or cleaning of amenities may assist. However, this would require a reduction in service levels across all public amenities, CBD areas, cemeteries, parks and sporting ovals.

Option 2(b) – Free Entry, No Supervision

This will come at an increased risk with no supervision whatsoever.

Free entry via a membership and electronic tag / card or App may be one way to attract more people to the pools. This is not a preferred option due to the administrative and operational burden on staff and the inability to attract passers-by wanting a once only visit.

Opening the entry free to the pool users would allow patrons to come and go at their leisure. The operational hours could be determined by Council but would need to be in line with staff availability to open and close facilities. Where a pool attendant is not rostered on, some identified risks include a lack of supervision, not knowing the level

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of swimming competence of attendees, increased potential for theft and vandalism to facilities as well as horseplay and antisocial behaviour. Unless people were honest and registered their details in the attendance book, Council would have no record of patrons if the need to contact them regarding an incident, or the like arose. Child safety must also be considered in the context of increased potential for disrespect, harm and abuse to children.

One option for free entry is to expand the 'season ticket / electronic access' system and issue memberships this way. The application form is attached for information and the process is as follows:

1. Applicants complete an application form with all members names and ages.
2. A membership type is selected and paid for.
3. An entry method is selected – electronic tag / card or Smartphone Application (Salto KS)
 - a. Note a new tag / card is \$25.00
 - b. Smartphone Application is free however an email account is required to receive the verification link to access the App.
4. Applicants sign a release and indemnity form.
5. All persons on the application are inducted into the pool.
 - a. Note that a site-specific induction is required for each pool and there is no 'blanket' induction.

If this option is implemented, depending on the take up by the community, there may be an administrative burden on staff to process applications; issue tags or the Smartphone App; and operationally to complete the inductions. This option will not be suitable for the travelling public due to the time associated with completing an application form; having access granted and a site-specific induction.

Option 3 – Free Entry, Limited Supervision

Offering free entry where a pool attendant is rostered on may be a good way to test the community's appetite for attending Council's outdoor pools without paying. People who pay a membership may feel disadvantaged by this option. While it will suit some members of the community and the travelling public, due to the lack of pool attendants, it will be difficult to give advanced notice of free entry beyond a week. Trialling this for the 2023-24 pool season is considered to be a good starting point for Council to make an informed decision about free entry to our pools.

Option 4 – Status Quo

Council maintains the current charges for 2023-24 pool season.

Financial Considerations

The budgeted income for pool entry fees this financial year is \$117,448. Pool attendances have been declining for some time. Last year's recorded attendances were lower than previous years and the revenue from entry fees was \$57,471. The operating expenditure was \$578,576 which included wages, chemicals, utilities as well as minor repairs and maintenance.

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Should low cost or free entry be implemented Council will need to identify a source of funds or a reduction in service levels to offset the costs.

Community Engagement

The level of community engagement for this report is to inform.

Attachments

1. Pool Season Ticket / Electronic Access Application Form

RECOMMENDATION

That Council:

1. Notes the information contained within the report in relation to the 2023-24 Pool Season and possible provision of low cost or free entry to its public swimming pools;
2. Trials free entry to all pools for the 2023-24 season, as outlined in Option 3 in the report, that is free entry for pool patrons during limited supervision hours at the pool;
3. Continues to charge season ticket holders at the advertised rate(s);
4. Acknowledges that pool opening times will be impacted by the shortage of trained pool attendants for the 2023-24 season; and
5. Identifies the service area(s) to be reduced to achieve the budgeted savings of \$117,448 to allow the trial to proceed.

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Item 26 Charitable Collection of Funds in Warrumbungle Shire Offices Policy

Division:	Environment and Development Services
Management Area:	Environment and Development Services
Author:	PA to Director Environment and Development Services – Meg Meier
CSP Key Focus Area:	Strengthening the Local Economy
Priority:	LE2.3 Encourage a 'buy local' and 'sell local' approach to business activity.

Reason for Report

The reason for this report is to seek Council adoption of the *Charitable Collection of Funds in Warrumbungle Shire Offices Policy*.

Background

The *Charitable Collection of Funds in Warrumbungle Shire Offices Policy* is a strategic policy that outlines the roles and responsibilities of “not for profit” organisations and Council when items are displayed for sale in Council offices.

The recent review conducted by staff saw no changes made to the policy which was adopted by Council in February 2020, Resolution 288/1920.

Issues

The draft *Charitable Collection of Funds in Warrumbungle Shire Offices Policy* was presented to Council in July 2023 seeking endorsement to place on public exhibition for 28 days.

The draft policy was exhibited from the 1 August 2023 to 1 September 2023. No submissions were received.

Options

To adopt the policy as presented.

Financial Considerations

Nil

Community Engagement

The level of community engagement is 'Inform' as per Council's *Community Engagement Strategy 2022-2026*.

Attachments

1. *Charitable Collection of Funds in Warrumbungle Shire Offices Policy*

RECOMMENDATION

That Council adopts the *Charitable Collection of Funds in Warrumbungle Shire Offices Policy*.

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Item 27 Liquid Trade Waste Policy

Division:	Environment and Development Services
Management Area:	Warrumbungle Water
Author:	Manager Warrumbungle Water – Thomas Cleary
CSP Key Focus Area:	Civic Leadership
Priority:	CL4 To have a well-informed community that has confidence in Council's decision making processes.

Reason for report

The reason for this report is to seek Council adoption of the *Liquid Trade Waste Policy*.

Background

The existing policy titled *Liquid Trade Waste Policy* was adopted in September 2017. The policy (and its accompanying documents) outlines how Council will regulate liquid trade waste discharges to its sewerage systems in accordance with the NSW Framework for Regulation of Liquid Trade Waste.

Issues

The policy aims to ensure that Council:

- Provides protection to the public, Council and its employees and the environment from discharge of waste that may have a detrimental effect
- Meets its statutory obligations in relation to acceptable sewerage discharges
- Monitors compliance of liquid trade waste dischargers within Council's approved conditions
- Has commercial provision of services and full cost recovery through appropriate sewerage and liquid trade waste fees and charges.

The draft *Liquid Trade Waste Policy* was presented to Council in July 2023 seeking endorsement to place on public exhibition for 28 days.

The draft policy was exhibited from the 1 August 2023 to 1 September 2023. No submissions were received.

Options

To adopt the policy and its associated documents as presented.

Financial Considerations

Nil

Community Engagement

The level of community engagement is Inform as per Council's *Community Engagement Strategy 2020-2026*.

Attachments

1. Liquid Trade Waste Policy

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2. Liquid Trade Waste Management Plan
3. Liquid Trade Waste FAQs

RECOMMENDATION

That Council adopts the *Liquid Trade Waste Policy* and accompanying documents.

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Item 28 Mendooran Water Treatment Plant Upgrades Funding Report

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

Reason for report

To seek resolution from Council to execute a funding deed from the Department of Planning and Environment for funding received under the Safe and Secure Water Programme (SSWP) for upgrades to the Mendooran Water Treatment Plant.

Background

In 2019, NSW Health conducted a state-wide cryptosporidium risk assessment of drinking water systems. The risk assessment was conducted to assess the effectiveness and capacity of water treatment systems to control cryptosporidium in water supply systems.

As part of the risk assessment process, Council supplied information to NSW Health regarding existing water treatment infrastructure and raw water sources for all potable water supply schemes operated by Warrumbungle Shire Council.

In 2020, NSW Health finalised the preliminary risk assessment and issued the findings of the investigations to water utilities. Council at this time was advised by NSW Health that the Mendooran Water Supply Scheme was a high risk to cryptosporidium contamination within the water supply due to inadequate control measures in the water treatment process. The findings of the risk assessment resulted in the Mendooran Water Supply Scheme risk prioritisation score under the SSWP being elevated to a level 5 risk category for Water Quality, level 5 risk category is the highest priority under the SSWP to become eligible for funding.

In September 2022, Council was invited to submit a funding application to address the identified water quality issues within the Mendooran Water Supply Scheme. In February 2023, Council submitted a proposal for funding to resolve the water quality risk in the Mendooran Water Supply Scheme. The funding application was approved by SSWP and a funding deed has been issued to Council to execute to commence works on this project.

Issues

Cryptosporidium outbreaks are of serious concern to public water utilities with several notable incidents recorded globally. Cryptosporidium is a microorganism that is found in water and can cause serious gastrointestinal disease and complications within humans if consumed. Sources of cryptosporidium that affect humans include

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sewerage and livestock. Cryptosporidium is of particular concern for water supplies because it is not controlled by normal doses of chlorine unlike viruses and bacteria. A high standard of filtration and an alternative form of disinfection, such as ultraviolet light, is needed to control cryptosporidium.

The Mendooran Water Supply Scheme with current treatment infrastructure and operational control philosophy does not have the ability to effectively control cryptosporidium contamination as required by the *Australian Drinking Water Guidelines* (ADWG). The key issues surrounding the ineffectiveness of the Mendooran Water Supply Scheme to control cryptosporidium include the following:

- The filtration process does not have effective control and monitoring through automated equipment and therefore cannot be validated in line with the ADWG. Currently samples to verify process performance are collected and recorded by operators once per day.
- The filter is not run in accordance with industry practice to achieve the best possible filtration results. This is due to existing hydraulic issues within the Mendooran Water Supply Scheme.
- Current disinfection measures are ineffective in controlling cryptosporidium as chlorine has no disinfection control over cryptosporidium.

Further to the above cryptosporidium risks, there are outstanding WHS issues associated with the Mendooran Water Supply Scheme. DPE Regional Inspectors have identified to Council that there are a number of issues associated with the Mendooran Water Treatment Plant (WTP) including the following:

- There is no drainage in the chemical storage room, making it near impossible to clean the area from hazardous chemicals.
- The Water Treatment Plant building is not completely enclosed and is vulnerable to vermin ingress.
- There are a number of interlocks placed in incorrect locations that can result in the uncontrolled backflow of chemicals into the treated water. This has been observed to happen previously at the Mendooran WTP.

Options

The approved funding scope of works addresses all of the issues that have been discussed above. The primary concern for the Mendooran Water Supply Scheme is the inadequate control of cryptosporidium contamination risk. Council has the option to execute the funding deed from the DPE to address these issues. Addressing this deficiency will allow Council to continue to supply a safe and secure water supply to customers in Mendooran.

Additionally, the execution of the deed will allow Council to address long term WHS issues at the Mendooran Water Treatment Plant, improving operational conditions for Council staff.

Alternatively, Council does have the option to not execute the funding deed and proceed with the project to resolve water quality issues in the Mendooran Water Supply Scheme.

Financial Considerations

The funding for this project is offered through SSWP, meaning the project is 75% funded, with Council being required to contribute the remaining 25%.

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It is proposed to deliver this project through three separate stages of work including concept design, detailed design and construction. The funding deed which is the subject of this report only covers funding for the concept design, however the SSWP has committed to funding this project to resolution of the risk.

The financial costing for each stage of the project is outlined in Table 1 below.

Table 1: Project Costings for Each Delivery Stage of Mendooran WTP Upgrades

Project Stage	Council Contribution (25%)	SSWP Contribution (75%)	Total	Milestone Completion Date
Concept Design	\$47,322	\$141,966	\$189,288	11/04/2024
Detailed Design	\$114,004	\$342,013	\$456,018	28/08/2025
Construction	\$1,000,662	\$3,001,986	\$4,002,648	24/09/2026
Total	\$1,161,988	\$3,485,965	\$4,647,954	

Currently Council has the following budget allocations within the adopted capital works programme for FY 23/24 to FY 25/26 as per Table 2.

Table 2: Future CAPEX Budget Allocations

Financial Year	Total	Expenditure Allocation
2023/24	\$500,000	Concept Design
2024/25	\$1,750,000	Detailed Design, Tendering
2025/26	\$2,750,000	Construction
Total	\$5,000,000	

The above Council contributions are significant in nature. To assess the financial viability of this project and the Water Fund as a whole, a 10-year Long Term Financial Plan has been developed which accounts for operating costs, income and capital costs.

If Council is to deliver this project in addition to other projects within the current capital works program it is forecasted that a loan of approximately \$3.1 million will be required to be taken out in order to service the forecasted deficit in the Water Fund.

Community Engagement

The level of engagement is 'Inform' as per Council'.

Attachments

1. Funding Deed – Mendooran Water Treatment Works Project

RECOMMENDATION

That Council:

1. Notes the information contained in the Mendooran Water Treatment Plant Upgrades Funding Report.
2. Delegates authority to the General Manager to execute and sign the funding deed received from the Department of Planning and Environment valued at

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\$189,288 (Safe and Secure Water Programme \$141,966 and Council contribution \$47,322).

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Item 29 Bore Relining Tender Report

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

Reason for report

To provide an update to Council on the outcome of the bore relining tender and propose a revised project scope of works to address the key issues to Council's groundwater infrastructure in Baradine and Dunedoo.

Background

A report was presented at the February 2023 Council Meeting to report the findings of the CCTV component of the Bore Condition Assessment Project (Item 27 of Business Paper). Six bores were inspected via CCTV by Orana Water Utilities Alliance (OWUA) engaged Contractor, including:

- Kenebri Bore
- Bugaldie Bore
- Baradine Backup Bore
- Baradine Main Bore
- Dunedoo Town Well Backup Bore
- Coonabarabran Bore 2 – Namoi Street South

A series of recommendations were made to Council by the contractor, these are presented in the Table 1 below.

Table 1: Bore Inspections

Bore	Asset Condition Rating
Kenebri Bore	5 - The score has been allocated due to the failure of the mild steel casing and continued failure is imminent.
Bugaldie Bore	4 – This score has been allocated as failure is likely in the short term.
Baradine Backup Bore	5 – The score has been allocated due to the failure of the mild steel casing and continued failure is imminent.
Baradine Main Bore	5 – The score has been allocated due to the failure of the mild steel casing and continued failure is imminent.
Dunedoo Town Well Backup Bore	5 - The score has been allocated due to the failure of the mild steel casing and continued failure is imminent.

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Coonabarabran Bore 2 – Namoi Street South	5 - The score has been allocated due to the failure of the mild steel casing and continued failure is imminent.
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Based on the above advice provided to Council by the contractor, it was recommended and resolved by Council to proceed to tender via relining to remediate the Dunedoo Town Well Backup Bore, Baradine Main Bore and Baradine Backup Bore. It was also subsequently resolved that Council considers options for the Kenebri and Bugaldie water supply schemes, including if Council continues to operate the schemes. (Note – Kenebri and Bugaldie will not be considered as part of this report and will be reported separately to Council at a later date).

The resolution of Council based on the contractor's bore inspections was as follows:

232/2223 RESOLVED that Council:

1. *Notes the information contained in the Bore Condition Assessment Project Update Report.*
2. *Allocates funding of \$530,000 for the refurbishment of Dunedoo Bore, Baradine Backup Bore and the Baradine Main Bore as a matter of priority in the 2022/23 FY through QBRS 2 adjustments to Capital Works Program as follows: \$400,000 from Timor Dam Safety Upgrades, and \$130,000 from Baradine Water Treatment Plant Upgrade Project.*
3. *Proceed to tender to refurbish the Dunedoo Town Wells, Baradine Backup Bore and the Baradine Main Bore via relining.*
4. *Considers options for the Kenebri and Bugaldie water supply schemes, including if Council continues to operate the schemes.*
5. *Does not refurbish Coonabarabran Bore 2 due to the availability of alternative infrastructure.*

As per the resolution, the tender was advertised to refurbish the Dunedoo Town Wells Backup Bore, Baradine Backup Bore and the Baradine Main Bore via relining. Following advertisement of the tender, that closed on 16 May 2023, Council received only a single tender submission.

Issues

The single tender was assessed as non-compliant against the endorsed tender evaluation plan and conditions of tender stipulated within the tender documents. As part of the tender process, the single tenderer reviewed the CCTV footage. Whilst the tender was assessed as non-compliant, the tenderer did recommend to Council that the condition of the Dunedoo Backup Bore and Baradine Main Bore did not necessitate a reline, rather cleaning of the bores would be sufficient in order to maintain the asset and return the condition to an acceptable level for operations.

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Based on this advice, Council opted to seek an independent review of the footage from hydrogeologist specialists, GHD. The final report from GHD has been provided as an attachment to this report and a summary of the findings are provided in the Table 2 below.

Table 2: GHD Independent Review Comments of CCTV Footage

Bore	GHD Asset Condition Advice
Baradine Backup Bore	<ul style="list-style-type: none">• Steel cased bore over 50 years in age, with pump house casing cemented.• This bore is beyond its serviceable life and should be decommissioned and replaced with an inert cased bore.• Subject to Council risk appetite, Council could continue to operate this bore in the short term, whilst bore funding and planning is secured to drill new. A monitoring program would need to be implemented.
Baradine Main Bore	<ul style="list-style-type: none">• Steel cased bore approaching 15 years in age. The DN200 casing has been pressure cemented.• Bore should undergo cleaning (mechanical scrubbing/treatment) and development.• Monitoring program to be implemented.
Dunedoo Town Well Backup Bore	<ul style="list-style-type: none">• Short term – Redevelop bore, expose screens and sump, specific capacity test.• Long term – Replace with inert casing bore. Attention required on selection of screen aperture sizing.

As a result of the advice provided by GHD, it has been determined that the three bores should not be relined and treatments for long-term and short-term management as per Table 2 should be implemented.

To progress forward and implement the GHD recommendations (as per Table 2) staff prepared a business case to evaluate project options.

Options

The business case reviewed a number of different options for delivery of the bore project, with the three most suitable options included in this report for Council's evaluation and consideration. These options are as follows:

Note: Redevelop means clean, disinfect and remove debris from sump of bore

Option 1 (option 4 in the business case)

The scope of works under this option includes:

- Redevelop the Baradine Main Bore
- Continue to operate Baradine Backup Bore, but drill a new Baradine Backup Bore in two (2) years
- Redevelop Dunedoo Backup Bore, and drill a new deeper Dunedoo Bore in FY 29/30, noting that FY29/30 is 6 years from the present financial year.

Under this option, Council does have the option to defer the replacement of the Baradine Backup Bore, this approach has been supported in recommendations by

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GHD, as significant collapse of the bore structure is yet to be observed and Council can continue to monitor the performance of the bore. Although this may seem attractive it does present risk to Council as if there is a collapse then Council will not have a backup water supply for Baradine. The mechanical and electrical equipment can be transferred from the old Baradine Backup Bore to the new Baradine Backup Bore following construction of the new bore at minimal additional cost to Council.

Redevelopment of the Dunedoo Backup Bore includes a mechanical clean and disinfection of the bore as well as removal of all debris from the sump of the bore, this activity will improve yields, reduce corrosion potential and extend the lifecycle of the asset. Following redevelopment of the existing backup bore, the bore yields and drawdown will continue to be monitored to review the performance of the bore. Utilising monitoring data, an evidence-based decision can be made to construct a new deeper bore in Dunedoo. It is anticipated that this will be completed in FY29/30, noting that FY 29/30 is 6 years from the present financial year.

Option 2 (option 5 in the business case)

The scope of works under this option includes:

- Redevelop the Baradine Main Bore,
- Decommission the Baradine Backup Bore and drill a new Baradine Backup Bore, noting that the sequence of works will be conducted in a manner where there are no impacts to existing users of the Baradine Backup Bore,
- Redevelop Dunedoo Backup Bore, and drill a new deeper Dunedoo Backup Bore in FY 29/30, noting that FY 29/30 is 6 years from the present financial year.

Given that the Baradine Backup Bore design (depth and water bearing zone intake) will be replicated to the new bore, following construction of the new backup bore, Council could transfer equipment from the existing backup bore to the newly constructed backup bore. Following this methodology will incur no additional capital cost to Council.

Redevelopment of the Dunedoo Backup Bore includes a mechanical clean and disinfection of the bore as well as removal of all debris from the sump of the bore, this activity will improve yields, reduce corrosion potential and extended the lifecycle. Following redevelopment of the existing Dunedoo Backup Bore, the bore yields and drawdown will continue to be monitored as such to review the performance of the bore. Utilising monitoring data, an evidence-based decision can be made to construct a new deeper bore in Dunedoo, it is anticipated that this will be completed in FY 29/30, noting that FY 29/30 is 6 years from the present financial year.

This option presents a very strategically affordable solution to Council, whilst also addressing and mitigating key issues and risks in a timely manner. The solution requires the least capital investment over the next two (2) financial years, which is when there are forecasted cashflow restrictions within the Water Fund, meaning the Water Fund is fully allocated for this period of time. The remainder of the solution can be implemented at a strategically acceptable point in time, this is recommended in FY 29/30, noting that FY 29/30 is 6 years from the present financial year.

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Option 3 (option 8 in the business case)

The scope of works under this option includes:

- Redevelop the Baradine Main Bore,
- Decommission Baradine Backup Bore and drill a new Baradine Backup Bore, noting that the sequence of works will be conducted in a manner where there are no impacts to existing users of the Baradine Backup Bore,
- Decommission Dunedoo Backup Bore and drill a new shallow Dunedoo Backup Bore.

This option sees a new shallow Dunedoo Backup Bore drilled with the same design specifications as the existing backup bore. This is the lowest capital investment option to Council over the lifecycle of the project. With that in mind, the strategic affordability is not as attractive as Option 2, this option requires a capital investment of \$685,590 over the next two financial years whilst Option 2 requires a capital investment of \$559,540 over the next two financial years followed by a further investment of \$294,125 in FY 29/30 to drill the new Dunedoo Backup Bore. This option offers no overall improvements to the water security of Dunedoo in comparison to the existing situation.

Options Assessment

In order to qualitatively and effectively assess the three options presented in this report, a multi criteria analysis was conducted utilising both price and non-price criteria to determine the preferred option. Non-price criteria were assessed as a 40% weighting to the overall score and price was assessed as a 60% weighting to the overall score. The assessment criteria for the multi criteria analysis is presented in the below Table 4.

Table 4: Multi Criteria Analysis Assessment Criteria

Assessment Parameter	Weighting
Non-Cost Factor Weighting	40%
Water Security	10%
Maintainability and Operability	10%
Flexibility and Robustness	10%
Strategic Affordability	10%
Cost Factor Weighting	60%
Capital Cost	60%
Total	100%

The results of the multi criteria analysis are presented in Table 5 below. Please refer to the attached business case for the complete multi criteria analysis process.

Table 5: Options Assessment Multi Criteria Analysis Summary

Option	Non-Cost Factor Weighting	Cost Factor Weighting	Total Weighting	Ranking
1	27	48.19	75.19	3
2	31	48.19	79.19	1
3	19	60.00	79.00	2

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In summary, Option 2 with scope inclusive of the redevelopment of the Baradine Main Bore, drilling new Baradine Backup Bore, redevelopment of Dunedoo Backup Bore and drill new deeper Dunedoo Backup Bore in FY29/30, is the most attractive option available to Council due to the following:

- Option 2 is the most strategically affordable option available to Council. It requires the least capital investment over the next two (2) financial years between FY23/24 – FY24/25, with further investment required in FY29/30. This is a more strategically suitable time to allocate funds from the water fund to this project;
- Option 2 seeks to prioritise the construction of a new Baradine Backup Bore, as this asset has been assessed as a priority for replacement by GHD;
- Option 2 addresses improving the long-term water security to the Dunedoo Water Supply Scheme through the delivery of a deeper bore;
- Option 2 gives Council appropriate operational contingency with the delivery of functional backup raw water supply assets improving operational flexibility and robustness in the timeliest manner.

Financial Considerations

This project will be funded from Council's Water Fund. The whole of project lifecycle capital cashflow forecast for each of the options is presented in the below table.

Table 6: Options Whole of Lifecycle Cashflow Forecast

Option	Capital Cost	Expenditure Cashflow	Forecasted Total Cost
1	\$853,665	FY 23/24 - \$252,800 FY 25/26 - \$306,740 FY 29/30 - \$294,125	\$853,665
2	\$853,665	FY 23/24 - \$474,290 FY 24/25 - \$85,250 FY 29/30 - \$294,125	\$853,665
3	\$685,590	FY 23/24 - \$600,340 FY 24/25 - \$85,250	\$685,590

Currently, Council has adopted a budget of \$530,000 for FY 23/24 only. This allocation was based upon the proposed relining of bores in Dunedoo and Baradine. Given the revised delivery strategy to rehabilitate the bores, a revised funding strategy is proposed in Table 7 below.

Table 7: Proposed CAPEX Budget Allocations

Financial Year	Total Budget
2023/24	\$475,000
2024/25	\$84,540
2029/30	\$294,125
Total	\$853,665

Thus, in comparison to the previous adopted project budget, a further \$30,000 will need to be allocated to deliver the project between FY 23/24 – FY 24/25. This additional required expenditure has been assessed utilising the above referenced

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Water Fund cashflow forecasting model as financially sustainable to Council's Water Fund.

Community Engagement

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

Attachments

1. Business Case – Bore Rehabilitation Project
2. GHD – Independent Review of Bore CCTV Footage

RECOMMENDATION

That Council:

1. Notes the information contained in the Bore Relining Tender Report;
2. Not accepts the tender for Bore Relining;
3. Endorses the approach presented as Option 2 in this report to:
 - i. Decommission the existing Baradine Backup Bore following construction of the new Baradine Backup Bore;
 - ii. Proceed to tender to construct a new Baradine Backup Bore, redevelop the Baradine Bore and redevelop the Dunedoo Backup Bore;
 - iii. Consider the construction of a new Dunedoo Backup Bore at some future stage.

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Item 30 Inland Rail Update Report – September 2023

Division:	Environment and Development Services
Management Area:	Economic Development and Tourism
Author:	Director Environment and Development Services – Leeanne Ryan
CSP Key Focus Area:	Strengthening the Local Economy
Priority:	LE2.2 Work with local business and industry to foster local economic development, innovation and expansion

Reason for Report

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

Background

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

The following broad points relate to the Inland Rail project:

- Inland Rail 1,700km long, from Melbourne to Brisbane in less than 24 hours.
- Trains travelling on the Inland Rail track will be able to travel at speeds of up to 115km/h.
- The track will enable the use of double-stacked (containers), 1,800m long trains with a 21 tonne axle load. Each train could carry the equivalent freight volume as 110 B-double trucks.

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

Update on N2N Section of the Project

The N2N section of the line is approximately 306kms in length, and is Inland Rail's longest section of new track. A detailed map of the alignment through Warrumbungle Shire can be found at: inlandrail.artc.com.au/where-we-go/#narromine-to-narrabri

Issues

The following updates on the project are provided:

- Since release of the Independent Inland Rail Review, ARTC is taking a staged approach to deliver Inland Rail. As part of this staged approach, the section of Inland Rail between Beveridge in Victoria and Parkes in New South Wales has been prioritised for completion by 2027.

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- ARTC/Inland Rail representatives provided a briefing to Council on 30 August 2023. The project north of Parkes, including the N2N section, has further work required to be completed prior to approvals being issued by the Federal Government. It was advised that the rail corridor (northern section) still needs to be secured (procured). Planned forward activities will be commencing on this section with a number of studies and costings to be undertaken. It was advised that the Baradine workers camp is currently on hold.
- Discussions on the Inland Rail Development Agreement (MIRDA) are on hold at the present time.
- Engagement with ARTC and their contractors regarding the sealing of the Baradine Aerodrome are on hold due to the staged approach now being taken by ARTC.

Options

The Inland Rail project will continue to show its presence within Warrumbungle Shire, as construction of the project approaches.

Financial Considerations

Nil

Community Engagement

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

Attachments

Nil

RECOMMENDATION

That Council notes the information in the Inland Rail Update Report – September 2023.

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Item 31 Central-West Orana Renewable Energy Zone Report – September 2023

Division:	Environment and Development Services
Management Area:	Planning and Regulation
Author:	Director Development Services – Leeanne Ryan
CSP Key Focus Area:	Strengthening the Local Economy
Priority:	LE3 The community benefits from the economic returns of local renewable energy production, and mining and extractive industries

Reason for Report

To provide Council with regular updates on Central-West Orana Renewable Energy Zone matters that relate to Council.

Background

Central-West Orana Renewable Energy Zone (REZ) is a renewable energy zone set up by State Government.

The following broad points relate to the REZ project:

- It is the State's first renewable energy zone, and covers approximately 20,000 square kilometres.
- Incorporates parts of three LGA's being Warrumbungle, Dubbo and Mid-Western
- The REZ is proposed to unlock 3 gigawatts of new network capacity by mid 2020's (through solar and wind farms) – proposed to be increase to 6 gigawatts.
- Expected to bring up to \$5 billion in private investment to the Central-West Orana region by 2030.
- At its peak, the REZ is expected to support around 6,000 construction jobs in the region, however this could be as high as 8,000.
- Was selected by State Government following a detailed geospatial mapping exercise undertaken by NSW Government in 2018
- Formally declared by the Minister for Energy and Environment under section 19(1) of the *Electricity Infrastructure Investment Act 2020* and published in the NSW Gazette on 5 November 2021.
- EnergyCo is the Infrastructure Planner responsible for coordinating and leading the development of the REZ.
- In the future, the Minister may amend the declaration to expand the specified geographical area of the REZ, increase the intended network capacity, specify additional generation, storage and network infrastructure, provide further details and specifications or correct a minor error – in progress at the present time to increase gigawatts.
- There are 4 other REZ's in NSW being located in New England, South-West, Hunter Central and Illawarra.

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- The REZ will be supported by a large transmission line yet to be approved or constructed; EnergyCo have carriage of delivering this infrastructure.
- The REZ will host eleven (11) preferred projects in Stage 1 (pending approval from DPE). These include a mix of both wind farms and solar farms of varying sizes. Many of these are partially or totally located in Warrumbungle LGA.
- More information on the REZ can be found on the Central-West Orana REZ website, and also on Council's website.

The below map shows the location of the REZ.



Within Warrumbungle Shire Council, the REZ will impact our LGA, but particularly the localities of Coolah, Leadville, Dunedoo, Birriwa, Cobbora and surrounds.

An interactive map to demonstrate the location of the various wind and solar farms within the REZ can be found on EnergyCo's website.

Many of the proposed projects are located across LGA boundaries, with delivery of projects potentially clashing and generating cumulative impacts. Some areas that maybe impacted include housing and accommodation, labour and workforce, road and traffic, waste, water, sewerage, telecommunications and social.

It is important to note that the REZ transmission line and associated wind farms, solar farms and battery energy storage systems are either State Significant Infrastructure or State Significant Development requiring approval from the State Government, not Council.

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Issues

Since the last update report in July 2023, Council has been involved in a number of matters pertaining to the REZ as follows:

- Attended meetings both online and in-person with potential REZ project developers regarding matters of concern to our LGA and the impacts on our communities; these were as follows:
 - Valley of the Winds Wind Farm on 10/07/23
 - Birriwa and Narragamba Solar Farms on 10/07/23
 - Stakks to discuss temporary workers accommodation on 12/07/23 and 01/09/23.
 - Spicers Creek Wind Farm on 17/07/23 and 01/09/23
 - Sandy Creek Solar Farm on 21/07/23
- Participated in DPE Update Meeting (REZ related matters) on 14/07/23 and 10/08/23.
- Participated in CWOREZ Council Update discussions (with Mid-Western, Dubbo and Upper Hunter) on 07/07/23, 17/07/23, 21/07/23 and 01/09/23.
- Participated in update meetings with EnergyCo on 02/08/23 and 09/08/23.
- Participated in discussions surrounding proposed Tradies Roadshow for CWOREZ with Regional NSW and other Councils on 19/07/23 and 14/08/23.
- Prepared and lodged submission on draft SEARs for Narragamba Solar Farm on 09/08/23 (attached).
- Prepared and lodged submission on EIS for Spicers Creek Wind Farm on 17/08/23 (attached).
- Nominated staff to the 5 working groups related to the REZ Steering Group being Housing and Accommodation, Transport and Logistics, Environmental Delivery, Social Services and Economic Participation. Meetings of the working groups will commence during September 2023.
- Update Council's website to provide a new information section titled Renewable Energy Zone, where access to submissions and information produced by Council can be found (relating to the REZ).

EnergyCo recently advised plans to amend the CWOREZ declaration to increase the intended network capacity from 3GW to 6GW in line with the NSW Network Infrastructure Strategy. Public consultation of the proposal was carried out during August 2023. A copy of the proposal is included as an attachment to this report

The below Table 1 provides the current status of the major projects (currently listed on the DPE Major Projects Portal) that will impact on the Warrumbungle LGA.

Table 1: Major Projects that impact WSC

Major Project	LGA	Description	Status
Sandy Creek Solar Farm	Warrumbungle and Dubbo	750 MW solar farm and assoc. infrastructure	Preparing EIS

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Dapper Solar Farm	Warrumbungle and Dubbo Regional	300 MW solar farm and assoc. infrastructure	Preparing EIS
Spicers Creek Wind Farm	Warrumbungle and Dubbo	Wind energy generation project with up to 122 wind turbines, with transmission connection and assoc. infrastructure	Response to Submissions
Cobbora Solar Farm	Warrumbungle and Dubbo	700 MW solar farm with energy storage and assoc. infrastructure	Preparing EIS
Central-West Orana REZ Transmission Line	Warrumbungle, Mid-Western, Dubbo, Upper Hunter	New twin double circuit 500Kv transmission lines between Wollar and the proposed substations at Methotherie and Elong Elong, and connections from these lines to projects in the REZ	Preparing EIS
Orana Wind Farm	Warrumbungle and Mid-Western	Wind farm with up to 92 wind turbines, battery storage and associated infrastructure	Preparing EIS
Barneys Reef Wind Farm	Mid -Western	350 MW wind farm, including 65 turbines (220m), battery storage and assoc. infrastructure	Preparing EIS
Birriwa Solar Farm	Mid-Western and Warrumbungle	600 MW solar farm, energy storage facility and assoc. infrastructure	Response to Submissions
Tallawang Solar Farm	Mid-Western	500 MW solar farm with 500 MW/1,000 MWh battery energy storage system and assoc. infrastructure	Response to Submissions
Liverpool Range Wind Farm Modification 1	Warrumbungle, Upper Hunter and Mid-Western	Increase maximum tip height to 250m, decrease number of turbines to 220, amend infrastructure, transport route and increase native veg clearing limits	Response to Submissions
Valley of the Winds Wind Farm	Warrumbungle	Construct and operate wind farm up to 148 turbines, energy storage and assoc. infrastructure	Response to Submissions
Narragamba Solar Farm	Mid-Western and Warrumbungle	320MW solar farm including associated infrastructure	Preparing EIS
Dunedoo Solar Farm	Warrumbungle	55 MW solar farm with energy storage and assoc. infrastructure	Determined

Considerable staff resources will be required to review the documents that are yet to be publicly exhibited such as the EIS's (that are currently under preparation) and the Response to Submissions documents. It is expected that there are also some projects not listed in Table 1 that may not have yet started the State Significant Development determination process.

Options

The REZ and associated projects will continue to show their presence within Warrumbungle Shire. It is necessary for Council to remain engaged as information comes to light.

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Financial Considerations

Staff time to attend meetings and prepare written submissions is required to be factored in. At the time of writing report Council has expended \$248,234.55 on matters relating to the REZ. This consists of the following expenditure incurred from the 1 September 2022 to 31 August 2023:

- Staff costs = \$34,565.62
- Contractors = \$213,668.93

Community Engagement

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

Attachments

1. Submission – draft SEARS for Narragamba Solar Farm
2. Submission – EIS for Spicers Creek Wind Farm
3. CWOREZ EnergyCo Declaration Amendment proposal

RECOMMENDATION

That Council notes the Central-West Orana Renewable Energy Zone Report – September 2023.

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Item 32 Local Heritage Funding Grant Program

Division:	Environmental and Development Services
Management Area:	Planning and Regulation
Author:	Acting PA to Director Environment and Development Services – Joanne Hadfield
CSP Key Focus Area:	Supporting Community Life
Priority:	SC2.3 Celebrate and conserve the diverse cultural heritage of the urban, village and rural communities.

Reason for Report

During August 2023, Warrumbungle Shire Council advertised for applications for Council's Local Heritage Funding Grants Program Round 1. The grants provide financial assistance for conservation and restoration work on heritage buildings, heritage places and heritage items. It is recommended that the grants be allocated from the fund as per the recommendations provided by Council's Heritage Adviser.

Background

Council has received funding from the Department of Planning and Environment (Heritage NSW) to run the annual Local Heritage Funding Grants Program to assist owners undertake conservation and maintenance works on heritage buildings, items and places within the Shire.

For financial year 2023/2024, Council resolved at the Ordinary Council Meeting October 2021, to manage the fund in accordance with the requirements of Department of Planning and Environment (Heritage NSW) on a \$ for \$ basis. As a result, Council has established a matching budget for its Local Heritage Funding Grants Program of \$5,500 this financial year. Department of Planning and Environment (Heritage NSW), will reimburse up to \$5,500 (excl. GST) for Round 1.

After advertising seven (7) applications for financial assistance were received for works on the following properties.

- Coonabarabran Club, 54 Cassilis Street Coonabarabran
- Mount Gramby Inn - Mendooran
- 48 Cassilis Street, Coonabarabran
- Cobbora Courthouse, 14 Dunedoo Street Cobbora
- 25 McLean Street, Coolah
- The Bank Coonabarabran – 39 John Street Coonabarabran
- Coolah Creek Homestead, Coolah

Council's Heritage Adviser, Mr Peter Duggan, evaluated the applications and has recommended that the grants be dispersed as shown in the Table 1 below.

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Table 1: Recommendations for Small Heritage Grant

Property	SHI No.	Works	Heritage Justification	Cost of Works	Amount Request	Recommend \$ from Fund Pool
Coonabarabran Club, 54 Cassilis Street, Coonabarabran	2023/24_1	To upgrade the power board	Consider of Heritage Significance	\$5,000	\$500 minimum	\$500
Mount Gramby Inn	2023/24_2	Temporarily stabilise part of the existing structure and prevent further deterioration	Consider of Heritage Significance	\$10,500	\$4,000	\$3,000
48 Cassilis Street, Coonabarabran #	2023/24_3	Reglazing of windows and external painting	Consider of Heritage Significance	\$6,780	\$1,980	\$1,980
Cobbora Courthouse, 14 Dunedoo Street, Cobbora #	2023/24_4	Termite Eradication Program	Consider of Heritage Significance	\$5,800	\$2,300	\$2,000
25 McClean Street, Coolah	2023/24_5	Restoration of 1840/60 Settlers Hut	Consider of Heritage Significance	\$10,000	Whatever maybe available	\$500
Coonabarabran Bank – 39 John Street, Coonabarabran #	2023/24_6	Fence Replacement	Consider of Heritage Significance	\$22,238	\$5,000	2,000
Coolah Creek Homestead, Coolah Creek, Coolah #	2023/24_7	To paint the extensive eaves on the house	Consider of Heritage Significance	\$20,000	\$10,000	\$1,000
			TOTAL	\$80,318	\$23,780	\$10,980

* # Received Small Heritage Grant funding in 22/23FY – Successful completion

Issues

The current funding agreement specifies that Department of Planning and Environment (Heritage NSW) pays the full grant amount (of \$5,500) and no matching contributions are required from Council. However, Council has budgeted to provide matching \$ for \$ funding of \$5,500 this financial year, giving a total of \$11,000.

Applications for funding assistance are evaluated by the Heritage Adviser and new applicants with new projects will be provided a larger percentage of the funding to encourage more heritage restoration and preservation across the Shire. Some of our regular applicants received funding in prior years for continuing projects.

Applicants who receive an offer of funding less than requested can either accept the funding or not accept the funding. If the funding is not accepted the money will not be expended and therefore not claimed from Department of Planning and Environment (Heritage NSW) at the end of the financial year. The government funding is on a yearly basis and is not carried forward to the next year.

Applicants will be notified in late October 2023 with an offer of funding and the grant conditions and timelines they will need to comply with. Once Council has received

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acceptance agreements from the applicants, they can then commence the work. Projects will need to be completed and receipts for acquittal lodged with Council by 27 March 2024. Payment as per the agreed offer will be made to applicants at the completion of their project, subject to works being inspected and approved by Council's Heritage Adviser.

Options

Given that Council has a budgeted allocation, it would be reasonable to offer the full amount of \$11,000 to assist with heritage work across the LGA for this financial year.

Financial Considerations

Council has an amount of \$11,000 available for its Local Heritage Funding Grants in 2023/2024.

- \$5,500 from Department of Planning and Environment (Heritage NSW)
- \$5,500 in Council's budget for FY 2023/24.

Community Engagement

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

Attachments

Nil

RECOMMENDATION

That Council grant a total of \$10,980.00 under the Local Heritage Funding Grants Program to undertake heritage repairs and restoration works for the following heritage items:

- | | |
|---|------------|
| • Coonabarabran Club, 54 Cassilis Street Coonabarabran | \$500.00 |
| • Mount Gramby Inn – Mendooran | \$3,000.00 |
| • 48 Cassilis Street, Coonabarabran | \$1,980.00 |
| • Cobbora Courthouse, 14 Dunedoo Street Cobbora | \$2,000.00 |
| • 25 McLean Street, Coolah | \$500.00 |
| • The Bank Coonabarabran – 39 John Street Coonabarabran | \$2,000.00 |
| • Coolah Creek Homestead, Coolah | \$1,000.00 |

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Item 33 Development Application – Demolition of the Three Rivers Regional Retirement Community Buildings DA29/2023

Division:	Environment and Development Services
Management Area:	Planning and Regulation
Author:	Manager Planning and Regulation – Kelly Dewar
CSP Key Focus Area:	Strengthening the Local Economy
Priority:	LE5 Opportunities exist for the establishment of light industries and a range of housing options.

Reason for report

Development Application (DA) 29/2023 has been referred to Council for determination as per the requirements of Council's *Managing Conflicts of Interest for Council-related Development Policy*.

Council's *Managing Conflicts of Interest for Council-related Development Policy* states that any Council related Development Applications over \$500,000 must be assessed by an external body being either another Council or consultant and the determination for developments over \$500,000 must be reported to Council for determination.

Background

Development Application (DA) 29/2023 was received by Council on 14 July 2023 for the Demolition of the Three Rivers Regional Retirement Community (TRRRC) buildings with the development cost of \$786,174.

Due to the value of the development the application must be assessed by another Council or consultant and must be reported to Council for determination as per Council policy. Council has engaged Navigate Consulting to undertake the assessment of the application with the Planners Assessment Report attached to this report for Council consideration and determination.

The application proposes the following works to be undertaken:

- Demolition/removal of TRRRC buildings (including structures, concrete slabs and footings)
- Inground services capped, made safe and abandoned
- Site clean-up works and removal of stockpiled material (concrete, steel, gravel etc)
- Erection of site fencing post-demolition to prohibit public access to the site.
- Installation of 1800mm high chain-link fencing to provide an exclusion zone around the existing retaining walls
- Retention of water main and sewer inspection hole
- No vegetation/tree removal is proposed.

The TRRRC project proposed to construct a seniors living development comprising 27 independent living units, community centre, community garden and a small

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education facility. However, key issues faced during the construction of the project resulted in Council terminating the contract for the TRRRC with the construction contractor.

Issues

The site consists of thirteen dilapidated buildings that have not been maintained. For Council to move on with improving the site and preparing for future uses, demolition of the partly constructed buildings and site clean-up is required to occur. The work intended to be carried out triggered the need for a DA to be lodged under the *Environmental Planning and Assessment Act 1979*.

Under Council's *Development Control Plan* written neighbour notification was undertaken with all adjoining landowners and an advertisement was placed in the *Dunedoo Diary* and *Coonabarabran Times* with the documents available for viewing at the *Dunedoo Library* and the *Coonabarabran* and *Coolah Offices* during opening hours. The exhibition period was from 3 August to 23 August 2023.

No submissions were received for the proposal during the exhibition period.

Options

Council has the following options available:

1. Grant consent subject to the conditions, as detailed in the Planners Assessment Report for DA29/2023, for Demolition of the Three Rivers Regional Retirement Community buildings at Lot 10 DP1239415 Sullivan Street, Dunedoo, pursuant to Section 4.16 of the *Environmental Planning and Assessment Act 1979*.
2. Grant consent with alternate conditions of consent.
3. Refuse consent under Council Delegation.

Financial Considerations

As per Councils *Managing Conflict of Interest for Council – related Development Policy* the DA has been assessed by an external Town Planning Consultant – *Navigate Planning*. The cost of the assessment is covered by the DA fees charged for the development.

Community Engagement Considerations

Exhibition of the proposal has been undertaken in accordance with the requirement of the Councils *Development Control Plan* and *Community Engagement Strategy*.

The level of community engagement for this report is to inform and consult.

This was undertaken via the neighbour notifications and advertisements in local papers.

Attachments

1. Planners Assessment Report with Conditions of Consent.

RECOMMENDATION

That Council grant consent subject to the conditions, as detailed in the Planners Assessment Report for DA29/2023 for Demolition of the Three Rivers Regional

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Retirement Community buildings at Lot 10 DP 1239415, Sullivan Street, Dunedoo,
pursuant to Section 4.16 of the *Environmental Planning and Assessment Act 1979*.

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Item 34 Development Applications

Division: Environment and Development Services

Management Area: Planning and Regulation

Author: Administration Assistant Environment and Development Services – Jenni Tighe

CSP Key Focus Area: Strengthening the Local Economy

Priority / Strategy: LE5 Opportunities exist for the establishment of light industries and range of housing options

Development Applications (i) Approved – August 2023

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type of Development	Referral Days	Stop the Clock Days
DA22/2023	6/7/2023	16/8/2023	Warrumbungle Steel Buildings	58-60A Dalgarno Street	Coonabarabran	Garage/Carport	15	0
DA28/2023	13/07/2023	29/08/2023	Brax Building	Lumeah, 355 Cen Cruaich Road	Coonabarabran	Dual Occupancy	2 #	0
DA33/2023	7/8/2023	29/8/2023	Warrumbungle Steel Buildings	1 Carlo Street	Coonabarabran	Shed	2	0
CD7/2023	8/8/2023	9/8/2023	Jo Redden	37 Little Timor Street	Coonabarabran	Carport	0	0
CD8/2023	28/8/2023	29/8/2023	Darrell Chapman	77 Edwards Street	Coonabarabran	Shed	0	0
DA16/2023	16/6/2023	09/8/2023	Warrumbungle Shire Council	23 Binnia Street	Coolah	Skate Park	0	0
DA23/2023	7/7/2023	15/8/2023	Warrumbungle Steel Buildings	Talbragar Street	Dunedoo	Shed	3	0
DA25/2023	10/7/2023	1/8/2023	Gary Wilkinson	Lucklands, East 704 Mooren Road	Neilrex	Dwelling	1	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.

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Siding Spring Observatory

RECOMMENDATION

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

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Item 35 Notice of Motion – Installing Solar Panels on Suitable Council Owned Buildings

I hereby advise that I propose to move the following Notice of Motion at the Council meeting:

For council to investigate the efficiency of installing solar panels on suitable council owned buildings across the shire, such as council offices, depots, water and sewage treatment plants, with the aim of reducing energy costs and carbon footprint. This would be in addition to previous resolution 286/1516 (attached).

Council provide a report by the December Council meeting with suitably identified sites and energy consumption data over 12 months, including an update on below resolution 286/1516 as to whether this works have been complete and if not completed, are the listed sites still suitable.

RATIONALE:

The installation of solar panels has a proven economic benefit and with the rising energy costs this would be financially beneficial to council to take steps to reduce this expense. Council has already installed some solar panels on Coonabarabran council office and Coonabarabran community building. This project should be rolled out across the shire.

The greatest benefit would be at sites that have a large energy consumption such as council offices, depots, water and sewage treatment plants.

I'd note the previous resolution;

286/1516 RESOLVED that Council engage Smart Commercial Solar, Option 2 to install PV on the seven following properties individually understanding the exclusions:

- *Works Depot – Gardener Street, Coonabarabran at \$25,920*
- *Family Day Care - Robertson Street, Coonabarabran at \$8,100*
- *Yuluwirri Kids – Bandulla Street, Coonabarabran at \$7,740*
- *Community Building – John Street, Coonabarabran at \$21,780*
- *Works Depot – Martin Street, Coolah at \$10,248*
- *Shire Chambers – John Street, Coonabarabran at \$64,260*
- *Shire Hall (Library) – Binnia Street, Coolah at \$7,500*

FURTHERMORE that Council include an allocation of \$145,548 in the March quarter QBRS to fund these works.

**CARLTON KOPKE
COUNCILLOR**

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General Manager's Comment:

To further assist Council on this matter the following addition information is provided:

- The following buildings have solar installed:
 - ✓ Works Depot, Gardener Street, Coonabarabran
 - ✓ Monkey Room/OOSH Robertson Street, Coonabarabran
 - ✓ Yuluwirri Kids, Bandulla Street, Coonabarabran
 - ✓ Community Building, John Street, Coonabarabran
 - ✓ Works Depot, Martin Street, Coolah
 - ✓ Shire Chambers, John Street, Coonabarabran
 - ✓ Shire Hall (Library), Binnia Street, Coolah
- On checking with Orana councils there is little use of solar power at sewerage and/or water treatment plants. One council is using solar on a reservoir pump station and another where it is in the process of installing 2x 100kw systems. This matter may be raised at a future Orana Water Utilities Alliance meeting to explore on a regional basis.
- An opportunity may exist to have solar power installed at the Coonabarabran Waste Facility. The other facilities are considered to be very low users of power especially as they are not opened more than a 2-3 days a week and these are usually part days.

In addition the pools at Binnaway, Coolah, Coonabarabran and Dunedoo have solar heating (not solar power) installed. This is black tubing mounted on roofs and adds extra three to five degrees of warmed water to pool water.

The installation of further solar generation facilities is not currently an item listed in the Council Operational Plan or Delivery Program, if this is to become a priority then Council will have to identify other projects to be delayed along with funding.

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Item 36 Notice of Motion – Dunedoo Preschool Water

I hereby advise that I propose to move the following Notice of Motion at the Council meeting:

Council provide a donation to Dunedoo pre school in an amount sufficient to cover the outstanding water bill up until June 2023.

RATIONALE:

Council has failed to provide a water rates notice during the 2021/22/23 financial years. Historically Council has paid the bill. This is a change of standard operating procedure. By not issuing the bill, Dunedoo pre school were unable to detect leaks which could only be assumed to have a significant impact on the water usage. Dunedoo pre school are a small, not for profit organisation, filling a gap in services for early childhood education. A service provide by council in Coonabarabran The significance of early childhood education has been strongly supported by both state and federal government.

It is my understanding that a water efficiency test has never been done at the site which is a requirement for a landlord to be able to charge a tenant for water usage.

CARLTON KOPKE COUNCILLOR

General Manager's Comment:

To further assist Council in coming to a decision on this matter the following addition information is provided:

- Council entered into a lease of Dunedoo Preschool in 2010 for 5 years, with two options for a further 5 years each having a maximum tenancy ending on 31 July 2025. The lease provides that the lessee was responsible for 100% of the outgoings for:
 - (a) Not applicable (*local council rates and charges*);
 - (b) *Water sewerage and drainage charges*;
 - (c) *Land tax*;
 - (d) *Insurance;.....*
- A new lease was entered into with the Preschool commencing on 1 November 2021 for a lease term of 15 years terminating on 31 October 2036 (Min45/2122). The new lease provides that the lessee is responsible for 100% of the following outgoings:
 - (b) *water sewerage and drainage charges*
 - (d) *public liability insurance and building insurance*Note: that the lessee is not responsible for local council rates and charges

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- No water invoices were sent to the Preschool until 15 June 2022, until then Council had been paying the charges. The invoices were then sent for water consumption and sewer for 2020/21, and water consumption and sewer for 2021/22 (to the most recent reading at that stage). Since that time invoices have been sent to the Preschool on 22 November 2022; 25 November 2022; 1 February 2023; and 10 August 2023. These were for water consumption and sewerage.
- The water meter for the property was identified as 'not working' during the period 2014-2018
- While there is a requirement for residential premises, under the Residential Tenancies Act 2010, to have water efficiency testing done if the landlord was to charge for water consumption there is no such requirement for properties such as this, that is a non-residential property, or a 'preschool'. The Act defines residential premises as *'any premises or part of premises (including any land occupied with the premises) used or intended to be used as a residence.'*
- In December 2018, in response to *'low water flow problems'*, the Preschool had the property assessed by a local plumber. At that stage the property had a 20mm service with *'36 internal water fixtures plus garden taps and an in ground pop up sprinkler system with 9 solenoids'*, it was also indicated that the water demand had *'over 4 times the water demand compared to a domestic building.'* It was indicated that the flow rate at the meter was 18 litres per minute, below the recommended flow rate of 28lpm. The plumber recommended that the Preschool contact Council with the view to increasing the size of the supply line and meter to improve the volume available then *'further measures can be taken through the building to improve the flow situation when multiple fixtures are being used as is the case with up to 30 children in the building.'*
- On 4 June 2019, at the request of the Dunedoo Preschool a second water meter, this time a 40mm meter, was installed to service an irrigation system being installed at the property.
- The Preschool service in Coonabarabran, Yuluwirri Kids, is a Council run service, on reviewing the financial results for the past three financial years (2020-21; 2021-22; and 2022-23) the service operates in surplus inclusive of (amongst other expenses); a contribution to the administration costs of Council including management; internal IT charges; rates; water; electricity; and internal rent
- Council pays the rates for the Dunedoo Preschool property
- A community based preschool is in operation at Coolah. This is also located on Council property where the Preschool pays the water charges.
- It should also be noted that in 2022 Council (itself) dealt with a similar matter with a delayed water account and associated liquid trade waste charges. Here the Council resolved not accede to the request to waive the charges. Instead Council agreed to enter into a payment plan over a 12 month period for the water and 2 years for the liquid trade waste, with no interest being applied to the relevant amount of each.
- Should Council wish to *'donate an amount sufficient to cover the outstanding water bill up until June 2023'* then the amount would be equivalent to \$20,986.94 and Council would have to proceed under S.356 of the Local Government Act and advertise the proposal for 28 days.

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Item 37 Reports to be Considered in Closed Council

Item 37.1 Human Resources Monthly Report

Division: Executive Services

Author: Manager Human Resources – Chris Kennedy

Summary

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

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

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

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

RECOMMENDATION

That the Human Resources Monthly Report be referred to Closed Council pursuant to section 10A(2)(a) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with personnel matters concerning particular individuals (other than councillors).

Item 37.2 Tender 2024/01 Tender for the Provision of Consulting Services for the Development of the Concept Design for the Binnaway Sewerage Scheme

Division: Warrumbungle Water

Author: Manager Warrumbungle Water – Tom Cleary

Summary

The purpose of this report is to gain Council endorsement for the engagement of a contractor to undertake Development of the Concept Design for the Binnaway Sewerage Scheme.

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 commercial information and is classified **CONFIDENTIAL** under section 10A(2)(d) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or

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- (ii) confer a commercial advantage on a competitor of the council, or
- (iii) reveal a trade secret

RECOMMENDATION

That the Tender 2024/01 Tender for the Provision of Consulting Services for the Development of the Concept Design for the Binnaway Sewerage Scheme Report be referred to Closed Council pursuant to section 10A(2)(d) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

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).