



## **Ordinary Council Meeting**

# **Agenda**

**14 December 2023**

**Notice is hereby given in accordance with the provisions of the  
*Local Government Act 1993* that an  
Ordinary Meeting of Warrumbungle Shire Council  
will be held in the Coonabarabran Chambers, John Street,  
Coonabarabran  
on **Thursday, 14 December 2023** commencing at **5:00 pm**.**

**Mayor:** Cr Ambrose Doolan

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

**Please note:**

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**Council's Vision**  
Excellence in Local Government

**Mission Statement**

We will provide:

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

**Values**

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

# WARRUMBUNGLA SHIRE COUNCIL

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# AGENDA

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

Turn Off Mobile Phones

Audio Recording of Council Meetings

**Apologies/Leave of Absence**

**Confirmation of Minutes**

16 November 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**

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### Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 7 November 2023 to 5 December 2023

#### MAYORAL MINUTE - MAYORS ACTIVITY

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
16-Nov	Email	In	Ratepayer - Burrendong Wind Farm EIS
17-Nov	Email	In	GM - Councillor requests
	Email	In	Cr Holcombe - ratepayer concerns
	Email	In	Leadville Community Association - Leadville water supply
	Email	In	Ratepayer - volume of REZ projects exceeding capacity
	Email	In	Ratepayer - complaint regarding treatment of older members of the community
	Email	Out	Ratepayer - older residents of the Shire complaint
19-Nov	Email	In	GM - policing issues in Baradine
20-Nov	Email	In	RDA Orana - meeting request
	Email	In	Warwick Giblin - RE Guidelines
	Email	In	Ratepayer - invitations to Binnaway and Mendooran community meeting
	Email	In	Ratepayer - National Rational Energy Network
	Email	Out	Ratepayer - REZ community meeting Mendooran
	Email	Out	Ratepayer - REZ community meeting Binnaway
21-Nov	Email	In	Shonelle Gleeson-Willey - draft DPE guidelines
	Email	In	GM - REZ Community Benefits Fund
	Email	In	DTS - Reservoir Street
	Email	Out	GM - REZ Community Benefits Fund
22-Nov	Email	In	Warwick Giblin - planning arrangements
	Email	In	DCCS - Long Term Financial Plan
	Email	In	DTS - funding boost for roads
	Email	Out	GM - REZ Planning Agreements
	Email	Out	Cr Iannuzzi - Simon Martin Art Grand Opening
	Email	Out	GM - funding for Local Government
	Email	Out	DCCS - Long Term Financial Plan
23-Nov	Email	In	GM - Liverpool Range workforce accommodation
	Email	In	Warwick Giblin - LRWF generating capacity
	Email	In	EA Midwestern GM - managing the effects of SSD
	Email	In	GM - LRWF
	Email	In	Warwick Giblin - road costs
	Email	In	Coona Times - Coonabarabran parks
	Email	Out	Warwick Giblin - LRWF
	Email	Out	DTS - Coonabarabran Times Park upgrades
	Email	Out	Coonabarabran Times Parl upgrades
24-Nov	Email	In	Armidale Mayor - slideshow presentation from CoREM
	Email	In	VRA - invitation to attend vehicle launch
25-Nov	Email	In	Cr Kopke - contract discussion
26-Nov	Email	In	GM - Baradine water issues
27-Nov	Email	In	Ratepayer - complaint re Coona Pool

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	Email	In	GM - REZ
	Email	In	Cr Rindfleish - pool hours
	Email	Out	GM and Deputy Mayor - complaint re Coona Pool
29-Nov	Email	Out	EA to Gunnedah Mayor - Christmas Function decline
30-Nov	Email	In	Public Works - TRRRC demolition
	Email	In	Cr Brady - housing development
	Email	In	Ratepayer - petition calling for REZ moratorium
1-Dec	Email	Out	GM - Invitation to the King

Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
7-Nov	7-Nov	Dunedoo Community Consultation Meeting	30834	31034	200
8-Nov	8-Nov	Coonabarabran Community Services Expo	31034	31062	28
9-Nov	9-Nov	Coonabarabran office to meet Comm. Bank	31062	31089	27
10-Nov	10-Nov	Narrabri meet Minister Transport	31089	31298	209
12-Nov	14-Nov	Sydney LGNSW Conference	31298	32335	1,037
15-Nov	15-Nov	Coonabarabran office	32335	32365	30
16-Nov	16-Nov	Coolah Council Meeting	32365	32394	29
18-Nov	18-Nov	Coonda Opening	32394	32424	30
21-Nov	21-Nov	Long Term Financial Plan Workshop	32424	32450	26
21-Nov	23-Nov	Dubbo - Country Mayors	32450	32744	294
5-Dec	5-Dec	Coonabarabran office - Energy Co	32744	32774	30
<b>Total KM travelled for period 7 November – 5 December 2023</b>					<b>1,940</b>

### MAYORAL MINUTE - EXPENSES 9 November 2023 to 7 December 2023

<u>Date</u>	<u>Transaction Details</u>	<u>Comments</u>	
13-Nov	Rydges Parramatta	Meal - LG NSW Conference	\$ 26.00
16-Nov	Rydges Parramatta	Meal - LG NSW Conference	\$ 18.00
20-Nov	LINKTGO Sydney	Transport - LGNSW Conference	\$ 7.22
23-Nov	Hungary Jacks	Meal - Country Mayors	\$ 16.55
24-Nov	Transport for NSW	Transport - Country Mayors	\$ 19.48
24-Nov	GM TAXIPAY	Transport - Country Mayors	\$ 24.10
24-Nov	Eggshell Café	Meal - Country Mayors	\$ 15.73
24-Nov	Due Mondri @ Society	Meal - Country Mayors	\$ 18.76
27-Nov	Bang Bang Noodles	Meal - Country Mayors	\$ 42.34
27-Nov	GM Cabs Mascot	Transport - Country Mayors	\$ 15.75
27-Nov	Due Mondri @ Society	Meal - Country Mayors	\$ 32.96
<b>Total expenditure for period 09/11/2023 - 7/12/2023</b>			<b>\$ 236.89</b>

### RECOMMENDATION

That Council:

1. Notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 7 November 2023 to 5 December 2023.

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2. Notes the report on the Mayor's credit card expenses between 9 November 2023 and 7 December 2023 and approves the payment of expenses totalling \$236.89.



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### Item 2 Councillors' Monthly Travel Claims

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

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### Reason for Report

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

### Background

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

### Councillor Monthly Travel Claims

Councillor	Kilometres	\$ per KM	Total Amount (\$)
Cr Brady	190	0.95	\$180.50
Cr Doolan	-	0.95	-
Cr Hogden	100	0.95	\$95.00
Cr Holcombe	-	0.95	-
Cr Iannuzzi	-	0.95	-
Cr Kopke	-	0.95	-
Cr Newton	-	0.95	-
Cr Rindfleish	365	0.95	\$346.75
Cr Todd	644	0.81	\$521.64
		<b>Total:</b>	<b>\$1,143.89</b>

### Issues

Nil.

### Options

Nil.

### Financial Considerations

Outlined above.

### Risk Considerations

This report involves operational level risks. The risk level is low and falls within Council's risk appetite.

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### **Community Engagement**

To inform the community.

### **Attachments**

1. Councillors Monthly Travel Claims

### **RECOMMENDATION**

That the Councillors' monthly travel claims report in the amount of \$1,143.89 be noted for information.

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### Item 3 Delegates Report – Country Mayors Meetings 24 November 2023

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

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#### **Reason for Report**

To report to Council on the Country Mayors Association meetings held in Sydney on Friday 24 November 2023.

#### **Background**

The General Manager and I attended the Country Mayors Association General Meeting and the Country Mayors Annual General Meeting (AGM) on Friday 24 November 2023.

During the AGM, there was an election for a vacant executive position. Three nominations were received and following a count of votes Cr Patrick Bourke, Federation Council, was declared elected to the Executive for the 2023/24 year.

Regional Development Australia Northern Inland was appointed as Secretariat for a twelve month period.

The Annual Fees for the 2023/24 year will be set at \$1,500 for Councils with a population of 10,000 and over and for Councils with a population of less than 10,000 will pay 75% being \$1,125.

Meeting dates for 2024 were declared to be 22 March, 10 May, 9 August and 15 November in Sydney as well as non-metropolitan meetings being endorsed to be held in Forbes on 8-9 April and Kempsey on 13-14 June.

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

- The Hon Damien Tudehope MLC, Shadow Treasurer, Shadow Minister for Industrial Relations, spoke about his time as Minister during the drought periods and the affects to Local Government from the cutting of funding of projects from the Federal Government.
- The Hon Rose Jackson MLC, Minister for Water Minister for Housing, Minister for Homlessness, Minister for Mental Health, Minister for Youth Minister for the North Coast, discussed her tour of NSW visiting communities to make sure they are aware of the possibilities of drought in 2024 and the need to commence approved projects in 2019 that have not been started.

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- The Hon Chris Minns MP, Premier, addressed the meeting regarding the budget and how the Government wants to see long time success with jobs and financial sustainability of local government.
- The Hon Kristy McBain MP, Minister for Regional Development, Local Government and Territories, outlined the doubling of funds for Roads to Recovery from \$500 million to \$1billion, the commitment to Black Spots from \$100million to \$150million and the Renewing Bridges Program and the Community Infrastructure Program being combined with a budget of \$1billion.
- The Hon Steve Whan MP, Minister for Skills, TAFE, and Tertiary Education, discussed the problems around opportunities to in reskilling as well as training school leavers. A review is being undertaken to look at what TAFE's skills are and what is to be provided to their communities.
- The Hon Dugald Saunders MP, Leader of the Nationals, Shadow Minister for Regional NSW, Shadow Minister for Agriculture and Natural Resources spoke about State and Commonwealth working together more with multiculturalism and the need for the State Government to direct more funding to regional NSW.
- The Hon Steph Cooke MP, Shadow Minister for Water Shadow Minister For Crown Lands discussed her plans to bring forward projects and concerns with the new Minister. The Coalition would like to work with Country Mayors members to identify what are the top three water security areas of each council.

The following resolutions were made:

- The financial reports for the last quarter were tabled and accepted.
- Central Darling Shire Council was admitted as a member of the Association.
- Country Mayors will make representations to the NSW Government to seek advice on what representation local Government such as LGNSW and/or Country Mayors will have on the Regional Development Trust Advisory Council.

A presentation was made to the Retiring Secretariat Allan Burgess in recognition of his service to the Association and to Cr John Medcalf for his work as a delegate to the Association and his contribution to the Executive Committee

The winner of the CMA scholarship award was announced to Ms Hayley Gould from Forbes Shire Council. Hayley was very appreciative for the award and she gave members an incite into her career choice and what it is like working with an amazing team at Forbes Shire Council.

The opportunity was also used to speak with the Federal Minister for Local Government on the Roads to Recovery Program.

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### **Issues**

Nil

### **Options**

Nil

### **Financial Considerations**

Nil

### **Community Engagement**

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

### **Attachments**

1. Minutes, Country Mayors Association Annual General Meeting 24 November 2023
2. Minutes, Country Mayors Association General Meeting 24 November 2023

### **RECOMMENDATION**

That Council notes the Delegate's Report in relation to Country Mayors Association meetings held in Sydney on Friday 24 November 2023.

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### Item 4 Delegate's Report – Newell Highway Taskforce Meeting 28 November 2023

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

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#### **Reason for Report**

To report to Council on the Newell Highway Taskforce Meeting held Tuesday 28 November 2023 at Parliament House, Canberra.

#### **Background**

At the AGM, councillors Ken Keith OAM stood down as Chairman who has been Chairman from the inception and gave his reflect on the year.

The election of officers was conducted. Councillor Chris Roylance, Forbes Shire Council, was elected as Chairman and Cr Tony Lord, Bland Shire Council, was elected as Deputy Chairman.

The Ordinary meeting followed and was attended by Road and Infrastructure Minister Catherine King, Minister for Riverina, Michael McCormack, and Catherin King's Advisor, Joel Tuckworth.

Items discussed included Parkes bypass, Coonabarabran bypass, passing lanes on the Newell (which there is over 100 now).

On the way home, I inspected the Parkes bypass which is expected to be completed in 18 months. Time to push for funding for Coonabarabran bypass.

The next meeting is in Narrabri on 5 March 2024.

#### **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.

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### **RECOMMENDATION**

That Council notes the Delegate's Report on the Newell Highway Taskforce Meeting held Tuesday 28 November 2023 at Parliament House, Canberra.

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### Item 5 Minutes of Audit, Risk and Improvement Committee Meeting – 9 November 2023

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Corporate Services
<b>Author:</b>	Manager Corporate Services – Jenni Maundrell
<b>CSP Key Focus Area:</b>	Civic Leadership
<b>Priority:</b>	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 Thursday 9 November 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 9 November 2023, the Committee discussed:

- Financial Statements 2022/23.
- Council's 'High Value High Risk' report.
- Cyber security.
- Asset management maturity assessment.

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

#### **Options**

Nil.

#### **Financial Considerations**

Nil.

#### **Risk Considerations**

This report deals with operational risk (committee meeting). The risk rating is low and is within Council's adopted risk appetite.

#### **Community Engagement**

The level of engagement for this report is Inform.

#### **Attachments**

1. Minutes of the Audit, Risk and Improvement Committee meeting held at Coonabarabran on 9 November 2023.



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### **RECOMMENDATION**

That Council notes the minutes of the Audit, Risk and Improvement Committee meeting held at Coonabarabran on 9 November 2023.

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### Item 6 Warrumbungle Local Emergency Management Committee Meeting – 20 November 2023

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

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#### **Reason for Report**

To present minutes from the meeting of the Warrumbungle Local Emergency Management Committee held at Coolah on 20 November 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 meeting commenced with a 15-minute presentation by consultants, Water Technology on the Warrumbungle Shire Council Disaster Resilience Project. LEMC attendees were given an overview of the project; community and stakeholder engagement to date; and encouraged to access Council's website to have their say on the draft Disaster Resilience Plan.

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. WSFA Disaster Welfare Agency Report
12. Events – summary of major events in the Shire
13. Updating Warrumbungle Local EMPLAN
14. Emergency Operations Centre (EOC) Audit
15. Grass Fire at Binnaway Water Treatment Plant
16. Biosecurity Exercise Debrief
17. LEMC Exercise Debrief – Bushfire Preparedness Scenario
18. REZ – Impacts on Emergency Services
19. Proposed Change to Meeting Time

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The following additional items were raised:

- The number of evacuation centres in the Warrumbungle EMPLAN.
- A 13-hour blackout in Coolah on the Coolah Touch Football Veterans weekend and implications for emergency services, community members and visitors.

### **Options**

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

### **Financial Considerations**

Nil.

### **Risk Considerations**

This report involves operational level risks. The risk level is low and falls within Council's risk appetite.

### **Community Engagement**

The level of engagement for this report is to inform.

### **Attachments**

1. Minutes of the Warrumbungle Local Emergency Management Committee – 20 November 2023

### **RECOMMENDATION**

That the minutes of the Warrumbungle Local Emergency Management Committee meeting held on the 20 November 2023 are noted for information.

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### Item 7 Council Resolutions Report

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

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### Reason for Report

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

### Background

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

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

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

### Issues

This feedback is provided to Council for information purposes.

### Options

Nil

### Financial Consideration

Nil

### Risk Considerations

This report involves operational level risks. The risk level is low and falls within Council's risk appetite.

### Community Engagement

Level of Engagement - Inform

# **WARRUMBUNGL SHIRE COUNCIL**

## **Ordinary Meeting – 14 December 2023**

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### **Attachments**

1. Council Resolution Report

### **RECOMMENDATION**

That the Council Resolution Report be noted for information.

# WARRUMBUNGLE SHIRE COUNCIL

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### Item 8 Revotes and High Value Projects Report

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

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### Reason for Report

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

### Background

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

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

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

### Issues

Nil

### Options

Nil

### Financial Considerations

As set out in the report.

### Risk Considerations

This report deals with operational and project level risks. The risk is inherently high and consequently managed by ELT and Council in accordance with the Enterprise Risk Management Plan.

### Community Engagement

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

### Attachments

1. Revote Report

# WARRUMBUNGLA SHIRE COUNCIL

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2. High Value High Risk Revotes

### **RECOMMENDATION**

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



# WARRUMBUNGLE SHIRE COUNCIL

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### Item 9 Public Forum Policy

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

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### Reason for Report

To seek Council endorsement of the Public Forum Policy.

### Background

The Public Forum Policy was reviewed earlier in 2023. The draft was endorsed by Council and placed on public exhibition with submissions invited for 42 days. No submissions were received. The draft was returned to Council on 5 May 2023 but was not adopted, with the view that the Mayor should decide who can address the Council in Public Forum, not staff.

### Issues

The Public Forum Policy has again been reviewed and three changes suggested (shown as tracked changes in the attached draft). The proposed changes are:

- “*A public forum provides members of the community with the opportunity to address councillors...*” **change to** “A public forum provides councillors with the opportunity to hear oral submissions from members of the public...” This change aligns with the Code of Meeting Practice.
- Remove “*A person may apply to speak to no more than three issues.*”
- “*Each speaker will be allowed four minutes to address Council*” **change to** “Each speaker will be allowed four minutes in total to address Council on the issue or issues indicated in their application to address the public forum”.

Should the draft policy be adopted, the Code of Meeting Practice would need to be updated to reflect the policy.

Provisions for holding a public forum are contained within Council's Code of Meeting Practice, which in turn is based on the Office of Local Government's Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code). The Model Meeting Code is prescribed under section 360 of the *Local Government Act 1993* and under the *Local Government (General) Regulation 2021*.

Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code. A council's adopted code of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and

# **WARRUMBUNGLE SHIRE COUNCIL**

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other supplementary provisions. However, a council's adopted code of meeting practice must not contain provisions that are inconsistent with the mandatory provisions of the Model Meeting Code.

Provisions for public forums are a non-mandatory section of the Model Meeting Code. Council's adopted Code of Meeting Practice contains the public forum provisions with one amendment: the Model Meeting Code allows that *"the council may hold a public forum prior to each ordinary meeting of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting"*; Council's Code of Meeting Practice states *"the council may hold a public forum prior to each ordinary meeting of the council for the purpose of hearing oral submissions from members of the public on any issue having relevance to the responsibilities and jurisdiction of the Council. However, preference will be given to items of business to be considered at the meeting."*

As the public forum is held before the commencement of a Council meeting, the public forum is not required to be included in the live stream or audio recording of the meeting. It is important to note that the public forum is not protected by privilege; should the public forum be broadcast Council assumes a risk of broadcasting defamatory material if such material arose from a speaker at a public forum.

Should approval to speak at the public forum move from the general manager to the Mayor the following issues must be considered:

- A possible perception of political bias that could be perceived by the community if the Mayor has an association with the speaker.
- The Mayor deciding applications to address the public forum may either have the effect, or have the appearance of, the public forum becoming part of the Council meeting.

### **Options**

Council may endorse the draft policy as presented, or with amendments.

Alternately, Council may choose not to endorse a public forum policy and either:

- do away with a public forum policy and rely on the provisions within the Code of Meeting Practice; or
- cease the practice of holding public forums.

### **Financial Considerations**

Nil

### **Risk Considerations**

The report deals with operational level risks. The risk rating is low and is within Council's adopted risk appetite.

### **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.

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The community is consulted by seeking public submissions during the period of exhibition.

### **Attachments**

1. Draft Public Forum Policy

### **RECOMMENDATION**

That Council:

1. Endorses the draft Public Forum Policy.
2. Places the draft Public Forum Policy on exhibition for a period of at least 28 days and invites public submissions for a period of at least 42 days.
3. Receives a further report on the Public Forum Policy after the close of public submissions.

# WARRUMBUNGLE SHIRE COUNCIL

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### Item 10 Procurement Policy (Including Local Support)

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Financial Services
<b>Author:</b>	Director Corporate and Community Services
<b>CSP Key Focus Area:</b>	Local Governance and Finance
<b>Priority:</b>	GF4.1 Ensure that Council's governance practices, policies and procedures are continuously assessed and revised in reference to the long-term goals of the CSP

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### Reason for Report

The reason for this report is to seek Council endorsement of the draft *Procurement Policy (Including Local Support Policy)*

### Background

The draft *Procurement Policy (Including Local Support Policy)* (the draft policy) was developed to provide the framework for Warrumbungle Shire Council to procure goods and services that meet the expectations of the community and stakeholders in the Warrumbungle Local Government area (LGA) at an affordable cost.

### Issues

The objectives of this policy are to ensure Council's procurement of goods and services:

- is legal, ethical and to Council's best advantage;
- demonstrates sustained value and achieves value for money;
- considers benefits to the local economy;
- is environmentally sustainable: and
- considers social outcomes.

The expected outcomes of this policy are:

- Governance, Legislative and Regulatory Compliance
- Open, fair and effective competition
- Achieving value for money
- Encouragement of local business
- Enhancing the Capabilities of Local Business and Industry
- Ethical behaviour and fair dealing
- Proving Safe Workplaces and Practices
- Environmental Protection

### Options

To endorse the draft policy either as presented or with amendments; or to not endorse the draft policy.

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### **Financial Considerations**

Nil

### **Risk Considerations**

The report deals with operational level risks. The risk rating is low and is within Council's adopted risk appetite.

### **Community Engagement**

The level of community engagement is Inform.

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

The community is consulted by seeking public submissions during the period of exhibition.

### **Attachments**

1. Draft Procurement Policy (Including Local Support Policy)

### **RECOMMENDATION**

That Council:

1. Adopts the draft Procurement Policy (Including Local Support Policy).
2. Places the draft Procurement Policy (Including Local Support Policy) on exhibition for a period of at least 28 days and invites public submissions for a period of at least 42 days.
3. Receives a further report on the Procurement Policy (Including Local Support Policy) after the close of public submissions.

# WARRUMBUNGLA SHIRE COUNCIL

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### Item 11 Internally Restricted Assets Policy

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Financial Services
<b>Author:</b>	Director Corporate and Community Services
<b>CSP Key Focus Area:</b>	Local Governance and Finance
<b>Priority:</b>	GF4.1 Ensure that Council's governance practices, policies and procedures are continuously assessed and revised in reference to the long-term goals of the CSP.

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### Reason for Report

The reason for this report is to seek Council endorsement of the draft Internally Restricted Assets Policy

### Background

The draft *Internally Restricted Assets Policy* (the draft policy) was developed to provide details of what items Council should be setting aside funding for, and the desired level of funding to be set aside. The policy also details the rationale for the creation of each of Council's internally restricted assets.

### Issues

Nil

### Options

To endorse the draft policy either as presented or with amendments; or to not endorse the draft policy.

### Financial Considerations

Nil

### Risk Considerations

The report deals with operational level risks. The risk rating is low and is within Council's adopted risk appetite.

### Community Engagement

The level of community engagement is Inform.

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

The community is consulted by seeking public submissions during the period of exhibition.

### Attachments

1. Draft Internally Restricted Assets Policy

# **WARRUMBUNGLA SHIRE COUNCIL**

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### **RECOMMENDATION**

That Council:

1. Adopts the draft Internally Restricted Assets Policy
2. Places the draft Internally Restricted Assets Policy on exhibition for a period of at least 28 days and invites public submissions for a period of at least 42 days
3. Council receives a further report on the Draft Internally Restricted Assets Policy after the close of public submissions.

# WARRUMBUNGLE SHIRE COUNCIL

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### Item 12 Annual Code of Conduct Complaints Statistics Report for the Period 1 September 2022 to 31 August 2023

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

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#### **Purpose**

Report to Council on code of conduct statistics in accordance with clauses 11.1 and 11.2 of the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW.

#### **Background**

The Office of Local Government (OLG) requires Council's Complaint Coordinator to report to Council and the Office on code of conduct statistics each year for the period 1 September to 31 August.

#### **Issues**

The OLG has provided a template for reporting of statistics. The report for the required period is provided in Attachment 1.

The report in Attachment 1 indicates that there was one received and finalised in the period 1 September 2022 to 31 August 2023.

#### **Options**

NA – presented for Council's information only.

#### **Financial Considerations**

Nil

#### **Risk Considerations**

The report deals with operational level risks (governance and compliance). The risk rating is low and is within Council's adopted risk appetite.

#### **Attachments**

1. Code of Conduct Complaints Statistics report 2022-23.

#### **RECOMMENDATION**

That Council notes the annual Code of Conduct Complaints Statistics Report for the period 1 September 2022 to 31 August 2023.



# WARRUMBUNGLE SHIRE COUNCIL

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### Item 13 Identification of Savings to offset waiving of pool entry fees

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

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#### **Reason for report**

To request that Council identifies savings in the 2023/24 Operating Budget to offset the loss of revenue associated with the trial of free pool entry for the 2023/24 pool season.

#### **Background**

With the trial of free pool entry for the 2023/24 pool season to Council's swimming pools, approximately \$117,448 will be foregone from Council's Original Budget estimates. At the November Ordinary Council Meeting Council resolved:

*"that Council identify savings in the QBRS of \$117,448, to fund the loss of revenue associated with free pool entry per Council Resolution 93/2324".*  
(Item 4. of resolution 146/2324).

The original report to the Ordinary Meeting of Council on 15 September 2023, advised Council that free entry to the pools would cost Council \$117,448 in lost revenue, however this did not take in to account, any season ticket sales or pool hire for the 2023/24 season. To date \$20,464 has been received in pool revenue. Therefore, Council needs to identify savings in budgeted operating expenditure of \$96,984 being the estimated income of \$117,448 minus the \$20,464 received to date.

Traditionally, most of season ticket holders purchase their tickets at the beginning of the pool season, and Council is not anticipating any substantial further sales or pool hire.

#### **Issues**

Potential reduction in service delivery to residents.

#### **Options**

Council will need to identify savings in operating expenditure of \$96,984 to offset the loss of operating revenue.

#### **Financial Considerations**

Identified savings will be adjusted in the December QBRS (QBRS 2).

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### **Risk Considerations**

This report deals with operational level risks (financial and legislative compliance). While the risk level is moderate, the control measures in place mitigate the risk exposure and reduce the residual risk level to low, which is within Council's adopted risk appetite.

### **Community Engagement Considerations**

Savings will be reported in QBRs 2 at 15 February 2024 Ordinary Council Meeting.

### **Attachments**

Nil

### **RECOMMENDATION**

That Council now identifies savings in operating expenditure of \$96,984 to offset the loss of operating revenue.

# **WARRUMBUNGLE SHIRE COUNCIL**

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### **Item 14 Investments and Term Deposits – month ending 30 November 2023**

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

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#### **Reason for Report**

As required by clause 212 of the *Local Government (General) Regulation 2021*, the details of all monies invested by Council under section 625 of the *Local Government Act 1993* must be reported to Council at each Ordinary Meeting.

#### **Background**

Council is authorised by s625 of the *Local Government Act 1993* (the Act) to invest its surplus funds in the forms of investment notified in an Order of the Minister dated 12 January 2011.

Clause 212 of the *Local Government (General) Regulation 2021* (the Regulation) requires a Council to provide a written report to the Ordinary Meeting of Council giving details of all monies invested and a certificate as to whether or not the investments have been made in accordance with the Act, Regulations and Council's Investment Policy.

#### **Issues**

##### **Comments on Performance**

##### Marketable Securities, Term Deposits and At Call Investment Accounts

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

##### Marketable Securities

Council currently holds no Marketable Securities.

##### Term Deposits

During the month, \$4,500,000.00 worth of term deposits matured, earning Council a total of \$135,454.04 in Interest.

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

- \$1,000,000 with NAB at a rate of 5.25%
- \$2,000,000 with WBC at a rate of 5.35%
- \$5,600,000 with NAB at a rate of 5.27%
- \$1,200,000 with WBC at a rate of 5.35%

# WARRUMBUNGLE SHIRE COUNCIL

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The balance of the term deposits at the end of the month was \$44,300,000.00.

### 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, \$593.24 interest was earned on the balances in the accounts and net transfers of \$1,190,334.22 were made from these accounts resulting in a month end balance of \$3,107,777.42.

### Cash at bank balance

In addition to the at call accounts and term deposits, as at 30 November 2023, Council had a cash at bank balance of \$648,511.80.

### Income Return

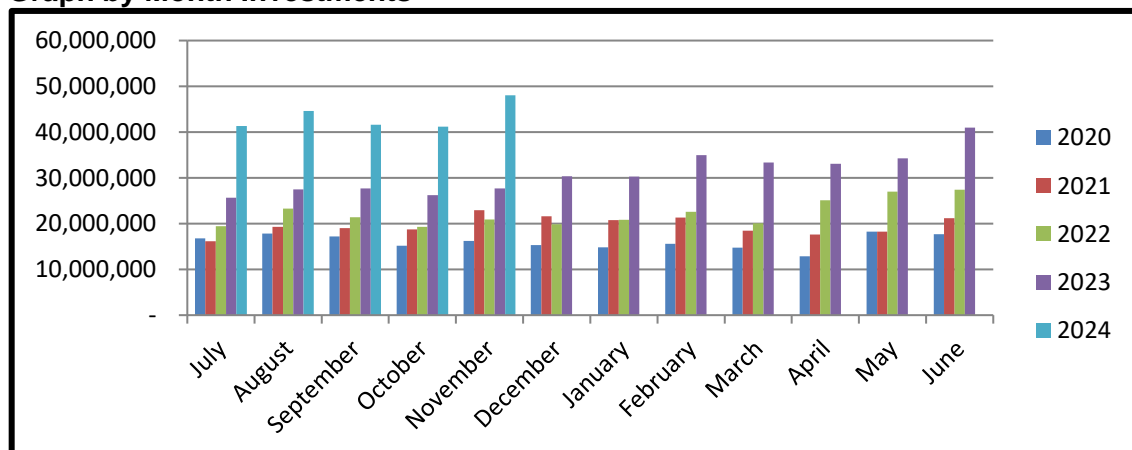
The average yield on Investments Council held for November 2023, of 5.0962%. Council uses the Bank Bill Swap Rate (BBSW) supplied by the Australian Securities Exchange (ASX) which was 4.3674% for the month of November. The performance of investments for November, based on the comparison, was the portfolio exceeded the benchmark by 0.7288%.

Council's budget for year 2023/24 for interest on investments is \$629,350. At the end of November 2023, the amount of interest received and accrued should be around 41.67% of the total year budget, i.e. \$262,229.17 On a year to date basis, interest received and accrued totals \$627,536.52, which is 99.71% of the annual budget. Council's budget for interest on investments will be reviewed in the December Quarterly Budget Review.

Council received funding in advance for Regional Emergency Road Repair in the amount of \$6,435,772 on 29 November 2023. This has been invested for 12 months and is expected to earn \$359,320 in interest at maturity. It is unlikely that any of this funding will be spent in 2023/24 financial year due to ongoing flood damage work around the Shire.

Council was also paid 100% of its Financial Assistance grant for 2023/24 in the 2022/23 financial year (\$9,456,032), along with Road Repair grant funding (\$4,500,000), also paid in advance.

### **Graph by Month Investments**



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### Options

**Table 1: Investment Balances – 30 November 2023**

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
<b>At Call Accounts</b>							
NAB	1-Nov-23	At Call	at call	ADI	ADI	0.05%	1,221.49
ANZ	1-Nov-23	At Call	at call	ADI	ADI	0.01%	6,555.93
CBA At Call	1-Nov-23	At Call	at call	ADI	ADI	4.10%	3,100,000.00
							<b>3,107,777.42</b>
<b>Term Deposits</b>							
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	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
WBC	29-Sep-23	26-Mar-24	179	ADI	ADI	5.00%	1,000,000.00
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
NAB	31-Aug-23	30-Apr-24	243	ADI	ADI	5.05%	1,000,000.00
WBC - Sewer	31-Oct-23	30-Apr-24	182	ADI	ADI	5.20%	500,000.00
NAB	31-Aug-23	07-May-	250	ADI	ADI	5.05%	500,000.00
WBC	31-Aug-23	14-May-	257	ADI	ADI	4.95%	500,000.00
MAQ	01-Aug-23	21-May-	294	LMG	LMG	5.07%	1,000,000.00
AMP	29-May-23	24-May-	361	ADI	ADI	5.20%	1,000,000.00
WBC	04-Oct-23	28-May-	237	ADI	ADI	5.05%	1,000,000.00
NAB	01-Nov-23	04-Jun-24	216	ADI	ADI	5.25%	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
NAB	31-Oct-23	02-Jul-24	245	ADI	ADI	5.30%	1,000,000.00
WBC	31-Aug-23	30-Aug-24	365	ADI	ADI	5.08%	1,000,000.00
WBC	31-Oct-23	31-Oct-24	366	ADI	ADI	5.50%	1,500,000.00

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WBC	29-Nov-23	29-Nov-24	366	ADI	ADI	5.35%	2,000,000.00	
NAB	29-Nov-23	29-Nov-24	366	ADI	ADI	5.27%	5,600,000.00	
WBC	29-Nov-23	29-Nov-24	366	ADI	ADI	5.35%	1,200,000.00	
						<b>Sub-Total</b>	<b>44,300,000.00</b>	
							<b>Total</b>	<b>47,407,777.42</b>

### Credit Rating Legend

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

**Table 2: At Call and Term Deposits – Monthly Movements**

Bank	Opening Balance	Interest Added to Investment	Net Placements /Withdrawals	Closing Balance
NAB	1,221.49			1,221.49
ANZ	6,555.93		-	6,555.93
CBA At Call	1,909,072.54	593.24	1,190,334.22	3,100,000.00
<b>Total at call</b>	<b>1,916,849.96</b>	<b>593.24</b>	<b>1,190,334.22</b>	<b>3,107,777.42</b>
NAB	1,000,000.00	19,511.03	(1,019,511.03)	
NAB	1,000,000.00	23,435.62	(1,023,435.62)	
MAQ	1,000,000.00	33,751.23	(1,033,751.23)	
AMP	1,000,000.00	46,000.00	(1,046,000.00)	
NAB	500,000.00	12,756.16	(512,756.16)	
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
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			1,000,000.00
CBA	500,000.00			500,000.00
NAB	1,000,000.00			1,000,000.00
WBC	500,000.00			500,000.00
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

# WARRUMBUNGLE SHIRE COUNCIL

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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
WBC	1,000,000			1,000,000.00
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
WBC - Sewer Fund			500,000.00	500,000.00
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
WBC	1,000,000.00			1,000,000.00
NAB			1,000,000.00	1,000,000.00
CBA	1,000,000.00			1,000,000.00
CBA	500,000.00			500,000.00
AMP	500,000.00			500,000.00
NAB	1,000,000.00			1,000,000.00
WBC	1,000,000.00			1,000,000.00
WBC	1,500,000.00			1,500,000.00
WBC			2,000,000.00	2,000,000.00
NAB			5,600,000.00	5,600,000.00
WBC			1,200,000.00	1,200,000.00
<b>Total Term Deposits</b>	<b>39,000,000.00</b>	<b>135,454.04</b>	<b>5,164,545.96</b>	<b>44,300,000.00</b>
<b>Total</b>	<b>40,916,849.96</b>	<b>136,047.28</b>	<b>6,354,880.18</b>	<b>47,407,777.42</b>

### Financial Consideration

Council's Investment portfolio is 100% compliant with the Investment Policy.

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	0.02%	33.30%	Compliant
CBA	ADI	12,600,000.00	26.58%	33.30%	Compliant
WBC	ADI	13,700,000.00	28.90%	33.30%	Compliant
NAB	ADI	15,601,221.49	32.91%	33.30%	Compliant
	<b>Total ADI</b>	<b>41,907,777.42</b>	<b>88.40%</b>	<b>100.00%</b>	<b>Compliant</b>
MAQ	UMG	3,000,000.00	6.33%	20.00%	Compliant
	<b>Total UMG</b>	<b>3,000,000.00</b>	<b>6.33%</b>	<b>20.00%</b>	<b>Compliant</b>

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AMP	LMG	2,500,000.00	5.27%	10.00%	Compliant
	<b>Total LMG</b>	<b>2,500,000.00</b>	<b>5.27%</b>	<b>10.00%</b>	<b>Compliant</b>
	<b>Grand Total</b>	<b>47,407,777.42</b>	<b>100.00%</b>		

### **Risk Considerations**

This report deals with strategic and operational level financial risks, being managed within Council's Investment Policy. While the risk level is inherently high, the control measures in place mitigate the risk exposure and the risk is within Council's adopted risk appetite.

### **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**

### **Community Engagement Considerations**

The level of community engagement is Inform.

The community is informed through the Council business paper and website.

### **RECOMMENDATION**

That Council accept the Investments Report for the month ending 30 November 2023 including a total balance of \$48,056,289.22 being:

- \$3,107,777.42 in at call accounts.
- \$44,300,000.00 in term deposits.
- \$648,511.80 cash at bank.



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### Item 15 Natural Disaster Response and Recovery Monthly Report

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

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#### **Reason for Report**

To provide a monthly update on the natural disaster response and recovery.

#### **Background**

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

***'150/2223 RESOLVED that:***

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

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*rain and flood events throughout the State is an extenuating circumstance under s55(3)(i) of the LGA;*

7. *Council delegates authority to the General Manager (or his delegate) to execute the contracts that exceed \$250,000 referred items 4, 5 and 6 above, in consultation with the Mayor. Such works are to be carried out within the approved and funded Declared Natural Disasters AGRN987, AGRN1030 and AGRN1034.*
8. *Council receive monthly progress reports on the Disaster Recovery process.'*

As previously reported to Council, as at 21 November 2022, in addition to the emergency works claim nine (9) works packages to the value of \$12,767,871.13 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. \$4,996,965 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 \$9,842,923 for essential public asset restoration works and a payment of \$725,570 has been made for the emergent works. The September 2022 AGRN 1034 current estimate is \$4,996,965 with further defects still to be included.

As at 1 December 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 \$10,582,454 has been approved for restoration and works are being carried out.

<b>Asset Type</b>	<b>Approved</b>	<b>Queried</b>	<b>Submitted</b>	<b>Grand Total</b>
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
<b>AGRN 987</b>	<b>\$10,568,493</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,568,493</b>
Road – bridge / structure			\$1,189,788	\$1,189,788
Road – culvert / floodway			\$57,992	\$57,992
Road – sealed			\$3,004,143	\$3,004,143

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Asset Type	Approved	Queried	Submitted	Grand Total
Road – unsealed – formed	\$13,961		\$594,051	\$608,012
Emergent Works			\$137,030	\$137,030
<b>AGRN 1034</b>	<b>\$13,961</b>	<b>\$0</b>	<b>\$4,983,004</b>	<b>\$4,996,965</b>
Emergent Works			\$176,122	\$176,122
<b>AGRN 1030</b>			<b>\$176,122</b>	<b>\$176,122</b>
<b>Grand Total</b>	<b>\$10,582,454</b>	<b>\$0</b>	<b>\$5,159,126</b>	<b>\$15,741,580</b>

- 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 1 December 2023 for AGRN 987, 1030 and 1034 is \$5,212,126 and includes emergent and full restoration works.

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

Warrumbungles Way	Scully Road
Pibbon Road	Mitchell Springs Road
Myall Plains Road	Dandry Road
Leaders Road	Berowa Road
Collier Road	Pine Ridge Road
Yearinan Station Road	Salaks Road
Boogadah Road	Castlereagh Highway
River Road	Sleightholmes Road
Napier Lane	Wingabutta Road
Narangarie Road	Burma Road
Cassilis Road (MR 618)	Bourkes and Halls Road
Morrisseys Road	Lawnside Drive
Girragulang Road	

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

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

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- Pothole Repair Program – as at 1 December 2023 there have been 19,390 potholes repaired on regional, local rural and urban roads under this program
- Regional and Local Roads Repair Program – Warrumbungles Way, Black Stump Way, Piambra 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, Rollers Australia and Rigour Excavations, under the Casual Plant Hire Contract to supply unsealed road maintenance crews to assist with the Natural Disaster Restoration Works. Both contractors have been with Council since August 2023.

Three tenders were advertised for Natural Disaster Restoration Works associated with the AGRN 987 event. All tenders have now closed. Preferred tenderers have been selected for Tenders 1 and 2 and contract documentation is being prepared. Tender 3 is under assessment with an outcome expected by the end of December 2023. An information report will be provided to Council outlining all three tender outcomes in February 2024.

The roads included in the tenders are as follows:

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

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

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**‘113/2223 RESOLVED that Council:**

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

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

### **Regional Emergency Road Repair Fund (RERRF)**

Council’s allocation under RERRF is \$6,435,772 and has been received in full. The funding is on top of the \$4,590,978 RLRRP allocation. Council’s RLRRP funding deed was varied to incorporate the additional RERRF funds and was signed and returned to TfNSW on 31 October 2023.

New activities planned as part of the RERRF will need TfNSW approval before starting and this can be achieved through the submission of a revised workplan. All RLRRP and RERRF funds must be spent by 31 October 2027 and staff are currently assessing the best way to deliver projects and maintenance tasks across the road network.

### **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 for the projects listed below were lodged on 13 October 2023 and Council and the community will be advised of the outcome once known.

<b>Name</b>	<b>Funds Requested</b>
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
<b>TOTAL</b>	<b>\$1,000,000</b>

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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.

At the time of writing this report, 10 locations have been reported to NSW Live Traffic as having partial road closed or changed road conditions.

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

### **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.

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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 at 1 December 2023.

Project	Funding	Submitted	Expenditure	Percentage Spent	Construction Completion Date
Natural Disaster AGRN 987	\$10,568,493		\$3,470,695*	33%*	30/06/2024
Natural Disaster AGRN 1034		\$4,983,004	\$1,565,309	31%	30/06/2025
Natural Disaster AGRN 1030		\$176,122	\$176,122	100%	30/06/2025
Pothole Repair Program	\$864,683		\$738,674	85%	01/01/2024
Regional and Local Roads Repair Program	\$4,590,987		\$1,854,400	40%	31/10/2027
Regional Emergency Road Repair Fund	\$6,435,772		\$0	0%	31/07/2027
Local Government Recovery Grants	\$1,000,000		\$36,819	4%	30/06/2025

*\*The Natural Disaster AGRN 987 Expenditure and Percentage Spent for this month is less than the figures reported last month of \$4,039,891 and 38%. The reason for this is that incorrect work orders had been used last month to calculate the expenditure.*

### **Risk Considerations**

There are operational, project and financial risks associated with the projects outlined within the report. Operational risks are low. Financial and project risks are moderate and Council's risk appetite is "averse to accept". The risks are managed and mitigated through regular risk assessments, recording of information on risk registers, and adhering to funding deed requirements, as well as Council's adopted policies and procedures.

### **Community Engagement Considerations**

The level of community engagement is to inform.

### **Attachments**

Nil.

### **RECOMMENDATION**

That Council notes the Natural Disaster Response and Recovery Monthly Report for December 2023.

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### Item 16 Update on Road Closure Cassilis Street Extension in Coonabarabran

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

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#### **Reason for Report**

To provide Council with an update regarding the road closure and sale process pertaining to the unformed segment of Cassilis Street in Coonabarabran.

#### **Background**

Council at its meeting on 18 August 2022 considered the closure and sale of road at the unformed portion of Cassilis Street, Coonabarabran and resolved the following.

#### ***'51/2223 RESOLVED that Council:***

- 1. Agrees to close the unconstructed public road adjoining Lot 1 DP528474, Lot 7321 DP1146573 and Lot 430 DP753378 in accordance with Part 4 Division 3 of the Roads Act 1993.*
- 2. Advertise the proposed road closure stating that the land will vest in Council and delegate authority to the General Manager to consider any submissions and make a decision on the proposal under s38D Roads Act.*
- 3. Upon vesting in Council, the land comprising the old public road is classified as operational land.*
- 4. Sell the land comprising former public road to the adjoining landowner and delegate authority to the General Manager to negotiate and execute any document associated with the transfer.*
- 5. Authorise the General Manager to sign all documents associated with the conveyancing transaction (including a Client Authorisation Form to affect the transaction).*
- 6. In addition to the Deed of Agreement for the payment of all costs associated with the road closure, acquisition and sale a \$10,000 'up front' bond is required.*



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7. *Include wording for the sale agreement regarding adequate provision of stormwater drainage as a condition of sale at the buyer's expense.*

### **Issues**

A Deed of Agreement including wording for the sale agreement regarding adequate provision of stormwater drainage as a condition of sale at the buyer's expense was created and was executed by the interested parties on 4 November 2022. All conditions of the Deed have been met to date.

Letters were sent to notifiable authorities on 15 March 2023, regarding the proposed road closure and the sale of land to the adjoining landowner, and this information was advertised in the Coonabarabran Times on 23 March 2023. No objections were received. On 23 June 2023 Council formally advised Crown Lands that no objections had been received and the process to close the road would proceed.

A surveyor has prepared a land subdivision plan and it was lodged with Land Registry Services (LRS) on 9 November 2023. LRS arrange for gazettal and create the title for the closed road.

Once this has been completed and the title received, Council can then proceed with the sale of the land.

### **Options**

Nil.

### **Financial Considerations**

All costs associated with the road closure will be borne by the landowner. All invoices that have been issued to the buyer to date have been paid.

### **Risk Considerations**

The sale of land involves operational level risks. The risks are considered to be low and are being managed by engaging a solicitor to manage the local and state regulations and legal procedures pertaining to road closure and land sale.

### **Community Engagement**

The level of community engagement at this point in time is to inform.

### **Attachments**

Nil.

### **RECOMMENDATION**

That Council:

1. Note the information in the update report on road closure Cassilis Street extension in Coonabarabran.
2. Notes that no submissions were received when the proposed road closure was advertised.

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2. Upon vesting in Council, the land comprising the old public road is classified as operational land.
3. Sell the land comprising former public road to the adjoining landowner and delegate authority to the General Manager to negotiate and execute any document associated with the transfer.

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### Item 17 Update on Tender Negotiations for Design and Construction of Modular Amenities at Dunedoo War Memorial Swimming Pool

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Design & Urban Services
<b>Author:</b>	Manager Projects – Rejoice De Vera
<b>CSP Key Focus Area:</b>	Supporting Community Life
<b>Priority:</b>	SC3 A healthy and active community is supported by sport and recreational infrastructure

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#### **Reason for Report**

To report to Council on the tender negotiations for Design and Construction of the Dunedoo War Memorial Swimming Pool Amenities.

#### **Background**

The objective of the project is to replace the existing male amenities building with a new building that meets current standards making it more suitable for all pool users. It features female and male change rooms with toilets and showers, and a unisex accessible toilet and shower. The allocated budget is fully sourced from the Local Roads and Community Infrastructure Phase 3 (LRCIP3) and is \$900,000.

Council at its meeting on 17 August 2023 considered a tender report on the Design and Construction of Modular Amenities at Dunedoo War Memorial Swimming Pool and resolved the following.

#### ***'65/2324 RESOLVED that Council:***

- 1. Council not accept tenders received for design and construction of modular amenities at the Dunedoo War Memorial Swimming Pool.*
- 2. Due to the funding timeline, authorise the General Manager in accordance with Clause 178 (3)(e) of the Local Government (General) Regulations to enter into negotiations with any contractor for design and construction of modular amenities at the Dunedoo War Memorial Swimming Pool.*
- 3. Should negotiations be successful then Council authorise the General Manager to accept the tender.*
- 4. Should additional funds be required then Council authorise the General Manager to commit such funds.*
- 5. The General Manager report to Council on the tender negotiations.*

Negotiations between Council and Landmark Products Pty Ltd commenced on 24 August 2023 and concluded on 13 November 2023.

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### **Issues**

Negotiations centred around Council's available project budget; the cost to deliver the project; and options to reduce the scope of works to enable Council to complete the project.

Several modifications to the original layout plans, such as removal of an adult accessible change facility, some of the individual change cubicles and one shower from each change room, along with a reduction in the size of the building footprint reduced the amenity block construction costs by a significant amount, bringing them closer to the project budget.

The project budget is \$900,000 which is fully funded under LRCIP3. The current expenditure for the project is \$43,558 which includes soil investigation, some development application fees, asbestos site investigations and project management fees. This leaves an unexpended project balance of \$856,442.

The revised project cost estimate inclusive of project management and contingencies is \$893,017 and there is a budget shortfall of \$36,575.

A review of alternate funding options including other grants as well as potential deferral of projects in the Operational Plan was undertaken. Timing of other grants (application, assessment and award) would be unlikely to meet the LRCIP3 funding deed project completion date of 30 June 2024.

The Operational Plan 2023-24 has a capital project at the Coolah Pool to undertake drainage improvements to the plant room with a budget allocation of \$45,330. The project involves modification of the plant room to improve drainage and redirect stormwater that currently runs from Central Lane straight into the building. The proposed deferral has been assessed and discussed with staff and can be pushed out to 2024-25 with minimal impact by implementing measures such as regular manual clearing of drains around the plant room until the works are completed.

While the budget shortfall is \$36,576 and the Coolah Pool project is \$45,330 it is proposed to move the entire Coolah Pool project budget into the Dunedoo War Memorial Swimming Pool Amenities project budget. Noting that the remaining \$8,754 would not achieve any part of the Coolah Pool project.

On 30 November 2023 a letter of award, contract documentation and a purchase order for \$670,470 (exc GST) to construct modular amenities at the Dunedoo War Memorial Swimming Pool was issued to Landmark Products Pty Ltd.

Once the contract is executed Landmark Products Pty Ltd will finalise the drawings for Council approval and a Development Application will be lodged. They will also submit a revised works program. As a guide, fabrication of the modular building takes around 10-12 weeks and once it has been delivered to site it is usually a 3-4 week build. If a variation to the funding deed is required it will be sought as soon as it has been identified.

### **Options**

Nil – report is for information.

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### **Financial Considerations**

The total project budget is \$945,330 made up of \$900,000 from LRCIP3 and \$45,330 from the Operational Plan 2023-24 Capital Works Program.

### **Risk Considerations**

This report involves project level risks. The project risk level is moderate and falls within Council's risk appetite. Contract documentation will be used to manage the project risks and the project will be overseen by Council's internal Project Control Group and Project Governance Body.

### **Community Engagement**

The level of community engagement is to inform. Dunedoo Swimming Club have been, and will continue to be engaged with during the works.

Users of the Coolah Swimming Pool will be advised of the Coolah Pool plant room drainage project deferral.

### **Attachments**

Nil

### **RECOMMENDATION**

That Council:

1. Notes the outcome of the tender negotiations for the Design and Construction of Modular Amenities at Dunedoo War Memorial Swimming Pool.
2. Deletes the Coolah Pool project and utilise the funding of \$45,330 to assist with the Dunedoo Pool Amenities project.

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### Item 18 Update Report on Road Closure Part Castlereagh Avenue Binnaway for the Pump House Camping Ground

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

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#### **Reason for Report**

To provide Council with an update regarding the road closure part Castlereagh Avenue Binnaway for the Pump House Camping Ground.

#### **Background**

Council at its meeting of 18 May 2023 considered an update report on the road closure and resolved the following:

**'324/2223 RESOLVED** that Council:

1. *Notes the update report on the Road Closure Part Castlereagh Avenue Binnaway for the Pump House Camping Ground Binnaway.*
2. *Authorises the General Manager to publish the section 38 Road Closure Notice in the Government Gazette.'*

#### **Issues**

The Pump House Camping Ground is located on part of the road reserve associated within Castlereagh Avenue, Binnaway. To formalise an approval for the site to be used as a Primitive Camping Ground the road reserve area needs to be acquired by Council. It is also necessary for a fresh Development Application (DA) to be issued as the previous approval contravened the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 (now Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021). The contravention related to the number of camp sites approved for the hectare area available.

Following the May 2023 Council meeting, letters were sent to notifiable authorities regarding the proposed road closure and no objections were received.

On Friday 13 October 2023 the road closure was published in Government Gazette Number 477–Roads and Transport.

On 25 October 2023 a Crown Lands Council Public Road Closure application form together with supporting documentation was forwarded to Crown Lands. Council's

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solicitor advised that Crown Lands formal consent determination is no longer required as they are now treated as notifiable authority. The surveyor has been instructed to finalise the road closure survey plans.

Once this has been completed, lodged with Lands Registry Services and the title received, Council can then proceed with the lodgement of a fresh Development Application (DA) for the operation of a Primitive Camping Ground. In addition to this will be the review and update of the Licence Agreement between Council and Binnaway Progress Association for the operation of the Primitive Camping Ground.

### **Options**

Nil.

### **Risk Considerations**

This report involves operational level risks. The risk level is low and does not fall within Council's risk appetite.

### **Financial Considerations**

Costs to the value of \$13,257 have been incurred to date for surveying and road closure application fees.

Legal costs including disbursements to date are \$14,800.

The DA fees are expected to be in the vicinity of \$871, with the review of the licence condition likely to incur legal fees of approximately \$2,500.

Further surveyor fees to finalise the Deposited Plan for registration are estimated to be \$3,500.

Further legal costs and disbursements to complete the road closure are estimated to be \$2,700 inclusive of Land Registry Services registration fees.

Some work is also likely to be required to ensure the site addresses compliance requirements under the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021. Works noted to date include necessary upgrades to the septic tank and wastewater disposal system, changes to powered sites, upgrades to fixtures within the amenities ie new basins – works are expected to cost approximately \$5,000. This can be accommodated within existing budgets. The extra-legal costs related to the updating of the Licence Agreement are expected to be approximately \$1,500.

### **Community Engagement**

This issue is of particular interest to the Binnaway community and is considered to be of moderate community impact. Therefore, the level of engagement is to inform and consult.

### **Attachments**

Nil.

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### **RECOMMENDATION**

That Council:

1. Notes the update report on the Road Closure Part Castlereagh Avenue Binnaway for the Pump House Camping Ground.
2. Continues the part road closure of Part Castlereagh Avenue Binnaway, updating the licence agreement and submitting a Development Application for the Pump House Camping Ground.



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### Item 19 Drinking Water Management System Improvement Plan Implementation – December 2023 Update Report

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

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#### **Reason for report**

To re-inform Council of the status regarding the implementation of action items on Council's Drinking Water Management System (DWMS) Improvement Plan.

#### **Background**

Under the *NSW Public Health Act 2010* Council is required to maintain a DWMS consistent with the Framework for Management of Drinking Water Quality as documented in the Australian Drinking Water Guidelines (ADWG).

Council developed its DWMS in late 2014; part of this DWMS forms a risk based – and therefore priority based – Improvement Plan containing action items. Both documents, the DWMS and the Improvement Plan, were presented to Council in Item 11 of the December 2019 Business Paper Report.

Resolution 228/1920 Item 3 requires the preparation of regular reports – at four monthly intervals – on the progress of implementing the Improvement Plan action items. The following update reports were presented to Council:

- Item 11, April 2020 Business Paper
- Item 21, August 2020 Business Paper
- Item 18, December 2020 Business Paper
- Item 17, April 2021 Business Paper
- Item 14, August 2021 Business Paper
- Item 18, March 2022 Business Paper
- Item 14, July 2022 Business Paper
- Item 28, December 2022 Business Paper
- Item 13, May 2023 Business Paper
- Item 18, August 2023 Business Paper

#### **Issues**

In December 2019, 160 of the then 340 DWMS Improvement Plan action items were completed, closed or implemented with 180 items outstanding.

At the time of the August 2023 update report, 331 items have been closed, completed or implemented.

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Meanwhile currently, 331 items have been closed or completed with 27 outstanding/in progress, out of the new total of 358 items; a summary table is presented below. The current Improvement Plan is included as Attachment 1.

Priority	Status						To do per priority in percent out of total
	Closed*	Complete	Implemented**	In progress	Not started	Total	
Very High	12	23	1	1		37	10.34%
High	60	67	20	13		160	44.69%
Medium	65	39	24	9		137	38.27%
Low	12	6	2	4		24	6.70%
<b>Sum</b>	<b>149</b>	<b>135</b>	<b>47</b>	<b>27</b>	<b>0</b>	<b>358</b>	<b>100%</b>

There are currently 27 outstanding 'In-Progress' items out of the total of 358 items which are being addressed as resources allow.

*\*Closed items were closed as they were covered by a new action or another action item or items; all action items including closed and new items remain within the overall DWMS Improvement Plan, hence the number of items consistently rises.*

*\*\* Completed versus implemented items: 'completed' marks the finalisation of a certain milestone, for example the development of a Drinking Water Quality Policy; 'implemented' marks the successful realisation of a certain process, for example the ongoing entering of operational data into electronic spreadsheets.*

A number of key recommendations that are in progress include:

- Development of a private water bore register in Baradine, Bugaldie and Kenebri;
- Identification of high-risk areas for backflow prevention;
- Implement a proactive main flushing program in Mendooran. This is planned to be addressed under the proposed Safe and Secure Water Programme funded project for upgrades to the Mendooran Water Supply Scheme;
- Development of a Drinking Water Quality Monitoring Plan;
- Development of a Water Quality Verification Plan;
- Upgrades to the Mendooran Water Treatment Plant;
- Development of a document to undertake regular reservoir inspections;
- Reservoir upgrades and bore integrity re-establishment Shire wide.

### Options

This report is presented for Council's information only.

### Financial Considerations

The remaining 27 items requiring to be closed will be completed by staff in-house. At this stage, further assistance from a consultant is likely not to be required.

Operational and capital expenditure in relation to many DWMS Improvement Plan action items is distributed across a number of areas and normally not tracked against the DWMS; these include for example water treatment plant improvements and upgrades, operator training and water quality testing.

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### **Community Engagement**

The level of engagement is to 'Inform'.

### **Attachments**

1. DWMS Improvement Plan November 2023

### **RECOMMENDATION**

That Council notes the Drinking Water Management System Improvement Plan Implementation – November 2023 Update Report.

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### Item 20 Mendooran Water Quality Incident Review Report Implementation – December 2023 Progress Update

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

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#### Reason for report

To inform Council of the ongoing progress in implementing recommendations from the 2017 Water Quality Incident Review Report on the Mendooran boil water alert, as per Council Resolutions 196/1718 and 227/1920.

#### Background

Following the Mendooran boil water alert in June 2017, a Water Quality Incident Review Report was prepared, which was presented to Council in November 2017 (Item 25). The final report contained 31 recommendations.

Previous reports on the implementation progress were given to Council in February 2018 (Item 39), as well as in May 2018 (Item 20), in August 2018 (Item 21), in December 2018 (Item 15), in March 2019 (Item 13), in June 2019 (Item 9), in September 2019 (Item 15), in December 2019 (Item 10), in April 2020 (Item 12), in August 2020 (Item 22), February 2021 (Item 21), August 2021 (Item 16), March 2022 (Item 19), July 2022 (Item 15), December 2022 (Item 29), May 2023 (Item 14) and August 2023 (Item 19).

Out of the 31 recommendations, 12 remain to be implemented.

#### Issues

Outstanding recommendations from the Mendooran Incident Review Report are listed below.

#### Outstanding Recommendations

Mendooran Incident Debrief Recommendations, Implementation Status and Comments
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<b>Recommendation 1:</b> <i>That online turbidity and chlorine residual monitoring is installed at Mendooran WTP.</i>
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<b>Status:</b> Implementation
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Safe and Secure Water Program (SSWP) funding was granted for a 'Mendooran Water Supply Modification Upgrade Concept Design'. The proposed upgrade includes the installation of further online instrumentation with appropriate feedback control to the
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### Mendooran Incident Debrief Recommendations, Implementation Status and Comments

Programmable Logical Controller (PLC) /Supervisory Control and Data Acquisition (SCADA).

#### Progress since last report:

- **Council has been successful in securing a funding deed to prepare a concept design and business case to complete upgrades to the Mendooran Water Treatment Plant. The online turbidity and chlorine residual monitoring is included within the scope of the concept design. Installation of online turbidity and residual chlorine residual monitoring are expected to be completed in March 2025.**

A draft Business Case has been completed for the Mendooran Water Supply Scheme Upgrade. This draft business case has not been endorsed by DPE and a new funding deed has been secured through the DPE Safe and Secure Water Program (SSWP) to revise and finalise technical details associated with the business case.

Once endorsement has been obtained for the business case Council will proceed with design and then construction of the proposed upgrades. This recommendation is due to be completed in March 2025.

**Recommendation 4:** *That WSC investigates the installation of an inline booster pumping station on the outlet of the Standpipe reservoir to provide sufficient water pressure for a regular water main flushing program to be implemented, to improve the water supply system's firefighting capacity and reduce overall water age by only storing water volumes sufficient to meet peak day demands.*

**Status:** Implementation.

The proposed upgrade referred to an inline booster pump downstream of the standpipe reservoir, this will be assessed during the completion of the revised business case.

#### Change/progress since last report:

- **Council has been successful in securing funding under the SSWP and has procured a consultant to investigate options to address the issues noted under this recommendation.**

As per Recommendation 1, as part of funding received under the SSWP Council has engaged a consultant to complete a hydraulic study to identify the best solution to mitigate the issues mentioned in Recommendation 4. This will form part of the revised business case to be presented to the SSWP.

In the event that an inline booster pump station is not approved Council will need to seek alternative funding opportunities or include this as a project in the Council funded capital works program. This recommendation is due for completion in June 2026.

**Recommendation 5:** *That WSC investigates options to reduce water age in the Coolabah rural residential estate water supply zone. This could include isolation of individual reservoirs i.e. Reservoirs No. 1, No. 2 and/or No. 3, on a seasonal basis to only store water volumes sufficient to meet peak day demands.*

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### Mendooran Incident Debrief Recommendations, Implementation Status and Comments

**Status:** Implementation.

**Change/progress since last report:**

- **Council has procured a consultant under the SSWP funding the investigate, via a hydraulic study, options to reduce water age in the Coolabah water supply zone.**

This recommendation and the recommended solution will be discussed in detail as part of the business case submission to DPE. This recommendation will be completed in June 2026 following the completion of the SSWP project to upgrade the Mendooran Water Supply Scheme.

**Recommendation 6:** *That WSC review and regularly revise these water supply reticulation plans (Figures 4 & 5) as required to maintain up to date records.*

**Status:** Implementation

In collaboration with Council's GIS Officer.

**Change/progress since last report:**

- **No additional progress has been completed since the last report.**

Issues exist with current GIS information being inaccurate and incomplete. To address this issue, the subject of Asset Management would need to be addressed. Council has formed an Asset Management Steering Committee to further develop Asset Management plans at Council and it is proposed that this recommendation will be completed in June 2025.

**Recommendation 16:** *That WSC review the LMWUA Water Treatment Plant Audit Report for the Mendooran WTP (September 2014), develop an Action Plan and urgently implement any outstanding recommendations. This Action Plan information should also be regularly reported back to DPE-Water.*

**Status:** Implementation

**Change/progress since last report:**

- **No additional progress has been completed since the last report.**

All recommendations from this report have been actioned and closed out except for one relating to sodium hypochlorite bunding. This action item will become void upon completion of the proposed upgrades to the Mendooran Water Supply Scheme which will see Council changeover from liquid chlorine dosing systems to chlorine gas dosing systems. This recommendation will be completed in June 2026.

**Recommendation 17:** *That WSC review all reservoir inspection reports (2014 and 2017) to develop an Action Plan and urgently implement any outstanding recommendations. This Action Plan information should also be regularly reported back to DPE-Water.*

**Status:** Implementation.

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### **Mendooran Incident Debrief Recommendations, Implementation Status and Comments**

An action plan has been created with allocated priorities.

Integrity issues of 12 reservoirs Shire-wide, were rectified in May 2019.

Integrity issues of further 5 reservoirs Shire-wide, were rectified in June 2020 after delays due to COVID travel restrictions with the contractor being located in QLD.

A contractor was engaged in FY 21/22 and completed works across 5 of Council's reservoirs in 2022.

#### **Change/progress since last report:**

- **No additional progress has been completed since the last report.**

All remaining outstanding items within the Action Plan will be included in the Mendooran Water Supply Scheme Business Case and will be implemented during construction of the proposed upgrades funded by DPE.

This recommendation is due to be completed in June 2026.

**Recommendation 18:** *That WSC review and update the DWMS and the "DWMS Improvement Plan" is then kept up-to-date, recommended improvements are implemented in the order of identified urgency and progress of the "DWMS Improvement Plan" is reported regularly to the Senior Executive Team and Council.*

*This information will also be passed onto NSW Health and DPE-Water for advice, review and comment.*

**Status:** Implementation.

#### **Change/progress since last report:**

- **DWMS Improvement Plan reviewed in November 2023.**

This recommendation will always be in an implementation stage and cannot be closed out as the DWMS is a live document and is required to be reviewed annually internally and externally every four years. The DWMS Improvement Plan is reported quarterly to Council. Council has undertaken an internal review of the DWMS in April 2023.

**Recommendation 19:** *That WSC review and finalise the DWMS Implementation Report (2016), so that the recommended "Emergency Response Plan" (ERP) can be utilised for any future incidents and emergencies.*

**Status:** Implementation.

#### **Change/progress since last report:**

- **No additional progress has been completed since the last report.**

Emergency Response Plans have been developed and are required to be reviewed annually. This recommendation will always be in an implementation stage and cannot be closed out as the DWMS is a live document.

**Recommendation 20:** *That WSC develop and implement a "Drinking Water Quality (DWQ) Monitoring Plan" which formalise staff/role responsibilities, authorities reporting and communication protocols and review existing procedures for sampling and testing.*

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*The monitoring plan should be built based on the NSW Health Drinking Monitoring Plan (available on the NSW Health website).*

**Status:** Implementation.

**Change/progress since last report:**

- **The DWMS and CCP reports are evolving working documents which will continue to be updated inline with current standards and technology.**

This recommendation will always be in a implementation stage and cannot be closed out as a Drinking Water Quality Monitoring Plan is based upon the CCP reference guide which is a working and evolving document.

**Recommendation 29:** *That the Human Resources records for relevant staff are reviewed, and that training is undertaken for all water supply operational staff, WTP operators and relief staff to upskill and to be appropriately trained in WTP processes (i.e. DPE-Water Part 1 and 2 as a minimum). It is also recommended that all staff involved with water quality sampling, testing and monitoring, undergo training and are involved in developing procedures for their work tasks.*

**Status:** Implementation

- **A Warrumbungle Water Training Program has been developed and completed**
- **Council continues to provide training to water supply operational staff.**
- **Fluoride training for staff is being organised through an external trainer.**

**Recommendation 30:** *That WSC investigate and implements a process of its WTP operators to be certified under the National Certification Framework (NCF).*

**Status:** Development

Council's HR Division has been seeking information to quantify what training is required to meet the certification requirements; this will enable a training organisation to be engaged that can deliver the training. No delivery timeframe is available at this stage.

**Change since last report:**

- **No additional progress has been completed since the last report.**

**Recommendation 31:** *That WSC investigate and implement a formalised preventative maintenance program for all the WTP, reticulation and reservoir assets.*

**Status:** Implementation.

**Change/progress since last report:**

- **No additional progress has been completed since the last report.**

An informal preventive maintenance program currently exists for the WTP, reticulation and reservoir assets. The formalisation of this program for Council water infrastructure



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### **Mendooran Incident Debrief Recommendations, Implementation Status and Comments**

assets is scheduled to be completed concurrently with the development of formal Asset Management Plans. This is due to be completed in June 2025.

#### **Options**

This report is presented for Council's information.

The remaining tasks are predominantly longer term, therefore it is proposed that the reporting be reduced from 4 monthly to annually.

#### **Financial Considerations**

In relation to the DWMS implementation, NSW Health continues to provide financial support to help Council meet drinking water quality expectations and standards.

Mendooran Water Quality Incident Review Report related expenditure and budget items – relating to Recommendations – include:

#### In FY23/24:

- Mendooran WTP business case will be submitted and endorsed by DPE. The amount in the budget is \$500,000;

#### In FY 24/25:

- Construction of the proposed Mendooran WTP upgrades are due to commence with a budget amount of \$1,750,000

#### In FY 25/26:

- Construction of the proposed Mendooran WTP upgrades are due to be finalised with a budget amount of \$2,500,000

#### **Community Engagement**

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

#### **Attachments**

Nil

#### **RECOMMENDATION**

That Council:

1. Notes the implementation progress of the recommendations within the Mendooran Water Quality Incident Review Report.
2. Adjusts the reporting frequency of this report to annually.

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### Item 21 Real Country Tourism Experience Strategy and Infrastructure Business Case

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

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#### **Reason for report**

To present Council with the DRAFT documentation regarding the Real Country Tourism Experience Strategy and Infrastructure Business Case project in collaboration with Coonamble Gilgandra and Warrumbungle Shire Councils, supplied by People, Place and Partnership.

#### **Background**

Coonamble, Gilgandra and Warrumbungle Shire Councils (the Councils) are actively working together, covering a collective area of 27,142km<sup>2</sup> in central west NSW, to enhance the visitor experience associated with the rich natural landscapes including the Warrumbungle National Park, Pilliga Forest, Castlereagh River, Macquarie Marshes and artesian bore baths.

The Real Country Tourism Experience Strategy and Infrastructure Business Case project leverages on the collaboration between Coonamble, Gilgandra and Warrumbungle Shire Council's along with Destination NSW in the Real Country tourism campaign which launched in August 2022 across digital and social platforms, as well as television screens.

#### **Issues**

Gilgandra, Warrumbungle and Coonamble Shire Councils are working collaboratively to leverage the Real Country tourism campaign with the Tourism Experience Strategy and Infrastructure Business Case project, funded by NSW Government.

- The Strategy - This will be a strategic assessment and opportunity analysis of the Real Country region to develop the visitor experience and marketing strategy.
- The Business Case:
  - a. Impact of planned infrastructure across the Real Country region to make the Real Country tourism experience a reality, enhancing the natural assets of the Real Country region.
  - b. Real Country Tourism and Experience private investment opportunities.

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The Real Country project is strategically aligned with state and local strategic plans and community priorities and visions for the future, including economic, visitation and growth:

- NSW Visitor Economy Strategy 2030.
- Destination Country and Outback – Destination Management Plan 2022-2030 (currently draft).
- Castlereagh and Western Plains Regional Economic Development Strategies (currently being reviewed).

Along with the individual Councils Community Strategic Plans and relevant strategic documents.

The infrastructure project for the Business Case centres on the natural beauty of the Castlereagh River flowing through Real Country region, with the stunning backdrop of the Warrumbungle ranges and celebration of cultural recognition and country. Catalyst infrastructure project for the Real Country region include:

- Coonamble Connection to Country.
- Gilgandra River Beautification.
- Coonabarabran Riverbank Revitalisation projects.

The vision of the project seeks to grow Real Country region into a regional experience destination, provide economic support outside of the agricultural industry, engage with communities, enhance natural assets, drive community and visitor access, increase visitation and overnight stays, increase education, provide cultural experience and wellbeing opportunities, improve space for events, and leverage natural assets with initiatives of activities, art and scapes.

The business case will ensure invest-ready projects funding opportunities and financial planning and consider opportunities to create key connections and experiences through elements and private investment opportunities.

### Tender T2/23

Coonamble, Gilgandra and Warrumbungle Shire Councils called a joint tender for the Real Country Tourism Experience Strategy and Infrastructure Business Case. Tenders closed at 11am on Friday, 24 February 2023 with five tenders received.

People, Place and Partnership (PP&P) were awarded the contract.

### Project Engagement

The Real Country team and PP&P have met multiple times over the past months with Destination NSW, Department Regional NSW, staff, Economic Development Committee, community members and local business to review the infrastructure projects and undertake a desktop review of the plans, target markets and current visitation statistics across the region.

Project Engagement Workshops for the Real Country Tourism Experience Strategy and Infrastructure Business Case have been held across the three regions.

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There were seven community workshops held across the three regions, along with accommodation, business and Aboriginal stakeholder consultations. Further there was an online survey and online engagement session for the projects.

An engagement report has been provided.

Below are concept designs for each Council area as provided by the architecture team, Jasmax, as engaged by PP&P.

Coonamble:

### 1 BUSINESS CASE PROJECT WARRENA WEIR RECREATION PRECINCT



Art Impression: Coonamble View 1 - View looking east from the Warrena Weir with new public swimming zone

Prepared by Jasmax and PP&P for the Real Country Project

### 1 BUSINESS CASE PROJECT WARRENA WEIR RECREATION PRECINCT



Art Impression: Coonamble View 2 - New river leisure craft activities area with picnic and picnic

Prepared by Jasmax and PP&P for the Real Country Project

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### 1 BUSINESS CASE PROJECT WARRENA WEIR RECREATION PRECINCT



<p><b>A River Crossings</b> 2 x creek crossings, at Baradine Road and at southern end of Warrena Creek Reserve</p> <p><b>B Footpath</b> 2.5m x 2km concrete footpath through CBD, eastern shore of the reserve and back onto Tooraweenah Road into town</p> <p><b>C Daytime Carpark</b></p> <p><b>D Amenities</b> New and larger combined amenities (toilets) and café building</p> <p><b>E RV Camping Area</b> RV Camping area x 10 vehicles with all-weather surface and landscaping (including access to potable water)</p> <p><b>F Cabin Accommodation</b> 10 x off-grid cabin accommodation with sealed pump-out septic systems</p> <p><b>G Look out tower</b> Construction of a 100-150m public art/sculptural lookout tower</p> <p><b>H Wayfinding</b> Wayfinding, plant ID, QR-code 'story' and usage signage</p> <p><b>I Bush tucker</b> Bush tucker and bird-attracting plantings along eastern shoreline (following the path)</p>	<p><b>J Yarning Circle</b> Creation of a yarning circle along eastern shore of the reserve</p> <p><b>K Children's play equipment</b></p> <p><b>L Shaded picnic areas</b> Shaded picnic and barbecue facilities</p> <p><b>M Floating T-pontoons</b> 2 x floating T-pontoons: one in the public swimming area (about 3m frontage onto water) and another further south for launching of canoes, kayaks, etc (about 5m frontage)</p> <p><b>N Public Swimming Area</b> Demarcated boat-free public swimming area near weir wall</p> <p><b>O Clearing of Debris</b> Clearing of debris from front of weir wall to allow use of flood gates (and the functionality of self-dredging)</p>	<p>Proposed Warrena Weir to town Centre loop walk</p>
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### Gilgandra:

#### 1 BUSINESS CASE PROJECT STAGE 1

**Objective**  
Enhance recreational offerings and engagement with the Castlereagh River.

**Approach**  
Implementing a new pathway along the eastern riverbank, connecting existing trails and creating a comprehensive loop. Additionally, developing recreational areas such as a beach and a timber boardwalk.

The Real Country project has identified a range of priority infrastructure elements to strengthen the activation and recreation offerings in Gilgandra to further encourage and support visitation and dwell time. The focus of these works is enabling greater engagement with the river – in particular enabling accessibility to the water's edge. The project proposes a new section of pathway along the eastern bank of the river connecting to the existing Windmill Walk via the Jack Renshaw Bridge and a new level ford crossing to connect back to the Coo-ee Heritage Centre. This new pathway will close the loop on a 3km accessible walking and cycling trail with integrated lighting and interpretative wayfinding signage. Two other key activation nodes to be developed in the scope of this project are: a new designated beach area adjacent the existing caravan park on the eastern side of river to enable water recreation, and a new timber boardwalk and viewing platform overlooking the river on the western bank connecting back to the town centre and terminating to align with the new public plaza of the Gil Library and Community Hub, so as to draw people across the street to the water's edge and allow them to engage with the natural ecology of the Castlereagh River.

- KEY IMPROVEMENTS**
- Pathway Expansion**  
Completing a 3km accessible walking and cycling trail.
  - Recreational and Activation Nodes**  
Establishing a beach area and a viewing platform to facilitate river interaction.



Art Impression | Gilgandra View 1 - New viewing platform overlooking river towards the town

#### 2 STRATEGIC MASTERPLANNING PROJECT STAGE 2

**Objective**  
Diversify and enrich the offerings around the Cultural & Heritage Precinct.

**Approach**  
Developing a masterplan to harmonise the Coo-ee Heritage Centre and Gilgandra Museum with the surrounding landscape, incorporating additional amenities, interactive playground and artistic elements.

Gilgandra Shire Council has ambitions to further enhance the diversity of offerings and activation opportunities in and around its established Cultural & Heritage Precinct. This is proposed to be explored through the development of a new masterplan for the precinct. The Coo-ee Heritage Centre and the Gilgandra Museum sit as strong anchors in this park setting. However, the masterplan is an opportunity to better stitch these two cultural buildings together in their landscape and embed additional amenities within the precinct including an improved space for local events, a generous nature play installation that integrates artefacts of industry (eg. former agricultural machinery linking to museum), and additional landscaping and planting embedded with local artworks and interpretations.

- KEY IMPROVEMENTS**
- Landscape Integration**  
Enhancing the precinct's setting with landscaping, nature play installations and local artworks.
  - Amenity Enhancement**  
Upgrading event spaces and integrating cultural and historical narratives.

These strategic initiatives in Gilgandra aim to not only improve infrastructure but also to deepen the connection between the community and its natural and cultural heritage, aligning with the overarching goal of enhancing the town's charm and visitor appeal.



Prepared by James and PRMP for the Real Country Project

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1 BUSINESS CASE PROJECT STAGE 1



Art Impression: Gilgandra View 2 – New town beach below the existing Jack Renshaw Bridge

Prepared by Jaxxon and PRAP for the Real Country Project



Art Impression: Gilgandra View 3 – View of new Castlereagh River crossing looking towards the Cow-wi Heritage Centre

Prepared by Jaxxon and PRAP for the Real Country Project

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### Warrumbungle:



**A Outdoor Amphitheatre**  
A dedicated space for performances and community gatherings.

**B Night time Experience**  
Initiatives to leverage the unique dark sky fortnight time activities and celebrations.

**C River Access Solutions**  
Infrastructure to improve public accessibility to the river.

**D Connecting Pathways to Visitor Information Centre**  
Walkways and signs that link the Visitor Information Centre to the Main Park seamlessly.

**E Wayfinding Elements**  
Comprehensive signage to guide residents and visitors.

**F Nelson Park Connectivity**  
Introduction of a new crossing to enhance accessibility within the park.

**G Additional Pathways and Signage Across Nelson Park**  
Expansion of pathways and informational signage on the opposite side of the river.

**H Gateway to Warrumbungles Art/Wayfinding**  
Creative installations that are both artistic and functional for public use.

**I Rail Trail & Sports Precinct Bridge Connection**  
Detailing the specific location and extent of this rail trail to connect to existing sports facilities.

**J Acoustic Infrastructure**  
Installation of noise-reduction measures near the main bridge or proposed amphitheatre.

**K Adventure playground approximate location**

**L 30m of new concrete ramp to Woolworths carpark**

**1 2 BUSINESS CASE PROJECT THE ADVENTURE PRECINCT**



Art Impression | Conbarabral View 1 - New riverfront amphitheatre looking towards the Murray River Carpark

Prepared by Jones and PPPP for the Real Country Project

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**1 2** BUSINESS CASE PROJECT THE ADVENTURE PRECINCT



Art Impression: Condonabran view 2 - New river's edge activation adjacent to the Mary Jane Cain Bridge with new acoustic treatments.

Prepared by James and PRSP for the Real Country Project

**4** FOCUS AREA 4 THE VILLAGE OF MENDOORAN



- Map Key**
- Connecting Pathways
  - Static Signage
  - River access solutions
- A** Environmental Initiatives for River Health  
Programs or installations to monitor and improve the health of local rivers.
  - B** River Access Solutions for all River centres/Villages  
Infrastructure to improve public accessibility to the river.
  - C** River Access Solutions for all River centres/Villages  
Infrastructure to improve public accessibility to the river.
  - D** Free RV Camping
  - E** Free RV Camping
  - F** Pathway & Signage Upgrades  
Improvement of existing pathways and informative signage.
  - G** Cycleway

**4** FOCUS AREA 4 THE VILLAGE OF BINNAWAY



- Map Key**
- Connecting Pathways
  - Static Signage
  - River access solutions
- A** River Health
  - B** River Access Solutions
  - C** Pathway & Signage Upgrades along Watt St
  - D** Pathway & Signage Upgrades in the town centre along Renshaw St
  - E** Pathway & Signage Upgrades along the riverbank



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### **Options**

Council may wish to adopt the recommendations from the update report.

### **Financial Considerations**

Nil

### **Risk Considerations**

Nil

### **Community Engagement Considerations**

The level of engagement for this report is to inform.

### **Attachments**

1. Real Country Destination Strategic Plan
2. Engagement Report
3. Business Case (Full report)

### **RECOMMENDATION**

That Council:

1. Notes the deliverables for the Real Country Tourism Experience Strategy and Infrastructure Business Case.
2. Undertakes public exhibition of the documents, starting in late January 2024, in accordance with the Exhibition Engagement Plan, which includes:
  - a. The Real Country Destination Strategic Plan
  - b. The Engagement Report Summary

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### Item 22 Central-West Orana Renewable Energy Zone Report – December 2023

<b>Division:</b>	Environment and Development Services
<b>Management Area:</b>	Planning and Regulation
<b>Author:</b>	Acting Personal Assistant to Director Environment and Development Services – Emma Regan
<b>CSP Key Focus Area:</b>	Strengthening the Local Economy
<b>Priority:</b>	LE3 – The community benefits from the economic returns of local renewable energy production, and mining and extractive industries

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#### **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. 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.

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- There are 4 other REZ's in NSW being located in New England, South-West, Hunter Central and Illawarra.
- 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 November 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:
  - Tallawang Solar Farm on 6/11/23.
- Participated in update meetings with EnergyCo on 23/10/23, 8/11/23.
- Participated in update meeting with Steering Committee on 20/11/23.
- Participated in Temporary Workers Accommodation discussion with DPE on 15/11/23.
- Participated in meeting for DPE Policy Framework to discuss preparation of submission for Energy Policy Framework on 21/11/23.
- Participated in 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 have been ongoing since September 2023.
- Updated Council's website with latest submissions (relating to the REZ).
- Prepared and lodged submission on EnergyCo Transmission Project Environmental Impact Statement on 8 November 2023 (attached).
  - The project, with a capital investment value of \$3.2B proposes the establishment and operation of new electricity transmission infrastructure, new energy hubs and thirteen switching stations along the 330kv infrastructure throughout the Shire which is required to connect new renewable energy generation and storage projects from within the CWOREZ to the NSW transmission network. Presently, while the overall potential economic benefits for the region are acknowledged and supported, based on the current level of information provided in the EIS, Council has significant concerns with the likely impacts the Proposal would have on community assets which Council manages, including:
    - Infrastructure assets including but not limited to roads, waterways/drainage structure and water supply networks which are not designed to cater for large peak demands likely to arise.
    - Social impacts including employment and training of locals, social unrest and social cohesion.
    - Cumulative impacts from traffic numbers, road impacts, road safety, construction workers, accommodation requirements, bushfire and visual impacts.
- Prepared and lodged submission on Response to Submissions/Amended Project for Valley of the Winds Wind Farm on 20 November 2023 (attached). Council maintained its objection to the proposal, primarily because:
  - a) The impact assessment documentation does not adequately address:

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- i. the long-term impacts caused by the project on local roads and who is to pay for said damage and ongoing maintenance;
  - ii. social costs and what are the benefits being provided to offset such costs;
  - iii. cumulative impacts of this and other REZ projects across the Shire and in adjoining Shires; and
- b) There has been no movement in progressing a Planning Agreement since July 2023.

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 (stage)
Sandy Creek Solar Farm	Warrumbungle and Dubbo	750 MW solar farm and assoc. infrastructure	Preparing EIS
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 Methootherie and Elong Elong, and connections from these lines to projects in the REZ	Response to Submissions – Submission lodged 8/11/23
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	Assessment
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	Determination

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		infrastructure, transport route and increase native veg clearing limits	
Valley of the Winds Wind Farm	Warrumbungle	Construct and operate wind farm up to 148 turbines, energy storage and assoc. infrastructure	Response to Submissions – Submission lodged 20/11/23
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	Determination

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.

### 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 \$294,338.43 on matters relating to the REZ. This consists of the following expenditure incurred from the 1 September 2022 to 29 November 2023:

- Staff costs = \$44,273.05
- Contractors = \$287,483.37

Total = \$331,756.42

Council received \$250,000.00 (Incl GST) in EnergyCo funding in May 2023.

### Risk Considerations

This report involves strategic level risks. The risk is moderate and falls within Council's adopted risk appetite.

### Community Engagement

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

### Attachments

1. Submission on EnergyCo Transmission Project EIS on 8 November 2023.
2. Submission on Response to Submissions/Amended Project for Valley of the Winds Wind Farm on 20 November 2023.

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### **RECOMMENDATION**

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

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### Item 23 Development Approvals

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

### Development Applications

#### (i) Approved –

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type of Development	Referral Days	Stop the Clock Days
DA30/2023	20/07/2023	13/11/2023	Newton's Enterprises Pty Ltd	3 Ulan Street	Coonabarabran	New shed	28	0
DA39/2023	13/09/2023	16/11/2023	Sacha Perram	39 John Street	Coonabarabran	Change of Use of Building	14	0
DA41/2023	20/10/2023	24/11/2023	Taylor Made Buildings	88 Bullinda Street	Dunedoo	New Dwelling	17	0
DA45/2023	17/10/2023	24/11/2023	Trevor Patrick	88-90 Booyamurra Street	Coolah	Installation of Manufactured Dwelling	16	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.

### RECOMMENDATION

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



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### Item 24 Reports to be Considered in Closed Council

**Item 24.1**      **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 2021* (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 24.2**      **Sale of Land for Unpaid Rates**  
**Division:**      **Financial Services**  
**Author:**        **Acting Accountant – Lisa Grammer**

#### **Summary**

The purpose of this report is to update Council in relation to eligible properties for sale of land for unpaid rates and charges.

In accordance with the *Local Government Act 1993* (NSW) (*'the Act'*) and the *Local Government (General) Regulation 2021* (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 the personal hardship of any resident or ratepayer and is classified **CONFIDENTIAL** under section 10A(2)(b) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (b) the personal hardship of any resident or ratepayer

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### RECOMMENDATION

That the Sale of Land for Unpaid Rates Report be referred to Closed Council pursuant to section 10A(2)(b) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with the personal hardship of any resident or ratepayer.

**Item 24.3 Regional Tender for the Supply of Design and Surveying Services**  
**Division: Technical Services**  
**Author: Manager Projects – Rejoice De Vera**

### Summary

The purpose of this report is to make resolution in respect of recommendations by the tender evaluation panel for the supply of design services and surveying services.

In accordance with the *Local Government Act 1993* (NSW) (*'the Act'*) and the *Local Government (General) Regulation 2021* (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 matters 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
  - (ii) confer a commercial advantage on a competitor of the council, or
  - (iii) reveal a trade secret.

### RECOMMENDATION

That the Regional Tender for the Supply of Design and Surveying Services 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.

**Item 24.4 Supply of Skip Bin Services Contract**  
**Division: Development Services**  
**Author: Manager Planning and Regulation – Kelly Dewar**

### Summary

The purpose of this report is to provide information to Council to extend the current Supply of Skip Bin Services Contract.

In accordance with the *Local Government Act 1993* (NSW) (*'the Act'*) and the *Local Government (General) Regulation 2021* (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.

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The item relates to commercial matters 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
  - (ii) confer a commercial advantage on a competitor of the council, or
  - (iii) reveal a trade secret.

### **RECOMMENDATION**

That the Supply of Skip Bin Services Contract 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.

**Item 24.5      Sullivan Street, Dunedoo**  
**Division:      Executive Services**  
**Author:        General Manager – Roger Bailey**

### **Summary**

The purpose of this report is to raise with Council potential future use of the property at Lot 10 DP 1239415, Sullivan Street, Dunedoo.

In accordance with the *Local Government Act 1993* (NSW) (*the Act*) and the *Local Government (General) Regulation 2021* (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 matters 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
  - (ii) confer a commercial advantage on a competitor of the council, or
  - (iii) reveal a trade secret.

### **RECOMMENDATION**

That the Sullivan Street, Dunedoo 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.

**Item 24.6      Mayoral Minute – General Manager Contract Renewal**  
**Division:      Executive Services**  
**Author:        Mayor Ambrose Doolan**

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### Summary

The purpose of this report is to provide councillors an update on the General Managers Contract Renewal.

In accordance with the *Local Government Act 1993* (NSW) (*'the Act'*) and the *Local Government (General) Regulation 2021* (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 Mayoral Minute – General Managers Contract Renewal Report be referred to Closed Council pursuant to section 10A(2)(a) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with personnel matters concerning particular individuals (other than councillors).

### FURTHER that Council resolve that:

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