



## **Ordinary Council Meeting**

# **Agenda**

**18 April 2024**

**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, 18 April 2024** 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

# **WARRUMBUNGLE SHIRE COUNCIL**

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# **AGENDA**

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

Turn Off Mobile Phones

Audio Recording of Council Meetings

**Apologies/Leave of Absence**

**Confirmation of Minutes**

21 March 2024

**Disclosure of Interest**

Pecuniary Interest

Non-Pecuniary Conflict of Interest

**Mayoral Minute/s**

**Delegate Report/s**

**Reports of Committees**

**Reports to Council**

**Notices of Motion/Questions with Notice/Rescission Motions**

**Reports to be considered in Closed Council**

**Conclusion**

.....  
**ROGER BAILEY**  
**GENERAL MANAGER**

# WARRUMBUNGLE SHIRE COUNCIL

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### Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 8 March 2024 to 9 April 2024

#### MAYORAL MINUTE - MAYORS ACTIVITY

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
20-Mar	Email	In	Ratepayer - Lawson Park Road Solar
	Email	In	Armidale Mayor - CoREM meeting
	Email	In	Warwick Giblin - meeting with Transport Minister
	Email	In	GM EA - invitation to meet Local Government Minister
	Email	In	Minister Regional Transport - meeting
	Email	In	CWO REZ - Dunedoo Solar
	Email	Out	Minister Regional Transport - meeting
21-Mar	Email	Out	Minister Regional Transport - meeting
	Email	Out	GM Blayney Shire - financial assistance committee
	Email	In	Warwick Giblin - EnergyCo
22-Mar	Email	In	Ratepayer - Coolah roadworks
	Email	In	Blayney Shire GM - financial assistance committee
	Email	In	Ratepayer - fee waivers
	Email	In	Director Technical Services - Bunny Bazaar
25-Mar	Email	In	Acting GM - Dunedoo TRRRC
	Email	In	Ratepayer - sale of land for unpaid rates
28-Mar	Email	In	Warwick Giblin - EnergyCo meeting
	Email	In	EnergyCo - Council activities agreement
9-Apr	Email	In	Warwick Giblin - REZ workforce
	Email	In	GM - VOW consent
	Email	In	GM - protesters on Council corner

<b>Date of Journey</b>		<b>Purpose of Journey</b>	<b>Odometer</b>		<b>KM</b>
<b>Start Date</b>	<b>End Date</b>		<b>Start</b>	<b>Finish</b>	<b>Travelled</b>
18-Mar	18-Mar	Goolhi Community Consultation Meeting	33996	34158	162
20-Mar	20-Mar	Coonabarabran to fuel up	34158	34189	31
21-Mar	22-Mar	Dubbo - Country Mayors	34189	34484	295
26-Mar	26-Mar	Coolah Community Consultation Meeting	34484	34643	159
2-Apr	2-Apr	Budget Meeting Coonabarabran	34643	34675	32
3-Apr	3-Apr	Baradine Community Consultation Meeting	34675	34799	124
4-Apr	4-Apr	Mendooran Community Consultation Meeting	34799	34941	142
<b>Total KM travelled for period 18 March – 4 April 2024</b>					<b>945</b>

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### MAYORAL MINUTE - EXPENSES 8 March 2024 to 8 April 2024

<u>Date</u>	<u>Transaction Details</u>	<u>Comments</u>		
13-Mar	CMA Dinner Ticket	Meal - Country Mayors	\$	88.79
21-Mar	TfNSW Opal	Transport - Country Mayors	\$	21.80
21-Mar	Dubbo Airport Café	Meal - Country Mayors	\$	17.61
21-Mar	Due Mondri @ Society	Meal - Country Mayors	\$	32.96
22-Mar	Due Mondri @ Society	Meal - Country Mayors	\$	18.76
<b>Total expenditure for period 08/03/2024 – 8/04/2024</b>			<b>\$</b>	<b>179.92</b>

### RECOMMENDATION

That Council:

1. Notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 18 March 2024 to 9 April 2024.
2. Notes the report on the Mayor's credit card expenses between 8 March 2024 and 8 April 2024 and approves the payment of expenses totalling \$179.92.

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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	-	0.95	-
Cr Doolan	-	0.95	-
Cr Hogden	100	0.95	\$95.00
Cr Holcombe	173	0.95	\$164.35
Cr Iannuzzi	-	0.95	-
Cr Kopke	-	0.95	-
Cr Newton	-	0.95	-
Cr Rindfleish	1,083	0.95	\$1,028.85
Cr Todd	184	0.95	\$174.80
		<b>Total:</b>	<b>\$1,463.00</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 \$1,463.00 be noted for information.

# **WARRUMBUNGLE SHIRE COUNCIL**

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### **Item 3 Delegate’s Report – Castlereagh Macquarie County Council Meeting 6 March 2024**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Councillor Zoe Holcombe
<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 Castlereagh Macquarie County Council Meeting held Wednesday 6 March 2024.

#### **Background**

On Wednesday 6 March 2024, Cr Holcombe and Cr Todd attended the Castlereagh Macquarie County Council Meeting in Warren. This meeting coincided with an African Box Thorn Field Day.

Matters discussed in the meeting:

The CMCC will submit an Expression of Interest to Act as Local Control Authority for the Western Unincorporated Area of NSW, for a two (2) year period, commencing April 2024. That provision be made in the engagement contract for both parties to opt out of the contract with a 6 month notice period.

The draft Risk Register and draft Risk Management Policy was adopted and the CMCC to write a letter of concern to the Minister for Agriculture for the future of WAP funding and future of weed control in CMCC County Council area.

Quarterly budget review, Operational plan and half yearly deliver program were accepted.

#### **Biosecurity Report for March**

##### **African Box Thorn**

To date Castlereagh Macquarie County Council has made 6 releases for Puccinia rapipes, a biocontrol agent for African Box thorn.

- 22/1/24 Warrumbungle Shire 2 property releases
- 9/11/22 Warren Shire 1 property release
- 9/11/22 Coonamble Shire 1 property release
- 8/11/22 Warrumbungle Shire 1 property release
- 3/11/22 Gilgandra Shire 1 Property release

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These sites are monitored. A site monitored in Mendooran 23/1/24 is showing signs of foliage damage.

**Hudson Pear** is still being monitored closely in the Lightning Ridge area after the fires at the start of the year.

The next meeting will be held on the 22 April 2024 in Coonamble.

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

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

### **Issues**

Nil

### **Options**

Nil

### **Financial Considerations**

Nil

### **Community Engagement**

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

### **Attachments**

Nil

### **RECOMMENDATION**

That Council notes the Delegate's Report on the Castlereagh Macquarie County Council meeting held on 6 March 2024.

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### **Item 4 Minutes of Economic Development and Tourism Meeting**

<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**

The purpose of this report is to present minutes from the meeting of the Economic Development and Tourism Advisory Committee held at Coonabarabran on Monday 26 February 2024.

### **Background**

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

Core responsibilities and duties of the Committee are to:

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

### **Issues**

The following matters were considered by the Committee:

- Tourism Report – The discussion focused on tourism advertising efforts for the Warrumbungle Region, with specific mention of "Caravanning Australia" as part of promotional activities. Additionally, Caravan and Camping Expos was considered, where the committee proposed exploring collaboration with the Real Country Group (comprising Coonamble, Coonabarabran, and Gilgandra LGAs) to potentially share costs and representation at future caravan and camping shows.
- Economic Development Report – Various updates were provided on the Lions Club Conference, the Real Country Business Case & Strategy, revisions to the WSC EDT strategy, and the wrap-up of the Community Events Program (CEP). Additional discussions centred on events that did not take place under the CEP, with a particular focus on enhancing community participation in selecting events for similar future funding opportunities.

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- Visitor Information Centre Report – The committee received an update on the following: recent stocktake, statistical data, renewal of license with local history group, a volunteer familiarisation event, and challenges related to the 24-hour accessible toilet. Additionally, a committee member highlighted the need to follow up with Pandora Visitors' Gallery in Coolah to ensure their statistics are included in reports for future meetings.
- Town Entrance Signage Project Update Report – The committee engaged in a thorough discussion on the current status of the Town Entrance Signage Project. A point was raised regarding consultation with the three Local Aboriginal Land Councils (LALCs), highlighting the request that some wording acknowledging country should be incorporated. The group agreed a metal (brass) plaque be placed on the sign's structure, featuring wording. Further discussions on revised designs occurred with committee members making amendments for the designer to implement.

### **Options**

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

### **Financial Considerations**

Nil

### **Community Engagement**

The level of engagement for this report is to Inform.

### **Attachments**

1. Minutes of the Economic Development and Tourism Committee meeting held 26 February 2024.
2. Baradine Sign
3. Binnaway Sign
4. Coolah Sign
5. Coonabarabran Sign
6. Dunedoo Sign
7. Mendooran Sign

### **RECOMMENDATION**

That:

1. Council notes the minutes of the Economic Development and Tourism Committee meeting held on 26 February 2024.
2. Council provide a metal (brass) plaque on the Town Signs involved in the Town Entrance Signage Project to acknowledge Country with wording to be confirmed by the Economic Development and Tourism Committee.
3. Council endorse the presented Town Entrance Signage Designs for public exhibition for 28 days with a further report to brought back on feedback received.

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4. Council staff meet with EDT representative community group from each town to determine most suitable location for signage installation.
5. The EDT Committee provide a recommendation on the repurposing of the old town entrance signs.
6. Council consider the revoting of funds during the end of financial year process.

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### Item 5 Minutes of Audit, Risk and Improvement Committee Meeting – 19 March 2024

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Corporate Services
<b>Author:</b>	Acting Manager Corporate Services – Claudia Knight
<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

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#### **Reason for Report**

To present Minutes of the Audit, Risk and Improvement Committee meeting held at Coonabarabran on Tuesday, 19 March 2024.

#### **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 19 March 2024, the Committee discussed:

- External Audit Update
- High Value High Risk Report
- Cyber Security
- Financial Statements Timetable

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.

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### **Attachments**

1. Minutes of the Audit, Risk and Improvement Committee meeting held at Coonabarabran on 19 March 2024.

### **RECOMMENDATION**

That Council notes the minutes of the Audit, Risk and Improvement Committee meeting held at Coonabarabran on 19 March 2024.



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### **Item 6 Public Interest Disclosure Act 2022**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	General Manager – Roger Bailey
<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 inform Council on the Public Interest Disclosure Act 2022 and to rescind the existing Council strategic policy, Internal Reporting Policy – Public Interest Disclosures Act 1994.

### **Background**

The PID Act 2022 commenced on 1 October 2023. All agencies in NSW are required to have a Public Interest Disclosure (PID) Policy under section 42 of the Public Interest Disclosures Act 2022 (PID Act).

A Management Policy has been endorsed using the NSW Ombudsman's Model Public Interest Disclosure Policy, contained within the Ombudsman's guidelines for developing a PID policy. While agencies must adopt a PID policy, there is no obligation to adopt the model policy; however, if an agency develops their own PID policy not based on the model policy they must still have regard to the Ombudsman's guidelines.

While this is predominantly an management, or staff related, matter councillors should be fully aware of the implications of the PID Act.

### **Issues**

The PID Act provides a framework for public officials to report serious wrongdoing in the public sector, and to be protected when they do so. Reports can be made to a disclosure officer within their agency, the head of an agency, a person's manager and to disclosure officers within other agencies, such as integrity agencies.

Under the PID Act, 'agency' is defined to include public service agencies, local government authorities, public universities, integrity agencies, statutory bodies and local aboriginal land councils. A full list is available in section 16 of the PID Act.

Agencies must provide appropriate training to disclosure officers for the agency, which includes the head of agency, and managers of public officials associated with the agency.

The training must be provided:

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- Within a reasonable time after the person becomes associated with the agency and
- No later than the day that is the later of:
  - 6 months after the commencement of the PID Act or
  - 3 months after the person commences in the relevant role

Agencies can provide their disclosure officers and managers access to the NSW Ombudsman's E-learning courses or provide their own face to face training.

Agencies now have an obligation to report data about the voluntary PIDs they have received on a yearly basis, in an annual return, to the NSW Ombudsman.

Agencies must also notify the Ombudsman when certain events happen, like when they receive an allegation of detrimental action or when they decide not to investigate, or cease investigating, a public interest disclosure.

A public interest disclosure is a report made by a public official about serious wrongdoing in the public service that serves the public interest. The purpose of the draft policy is to provide guidance for public officials to make a PID regarding Council, and to provide the framework for Council to deal with such disclosures.

When a public official reports suspected or possible wrongdoing in the public sector, their report will be a PID if it has certain features which are set out in the PID Act.

All PIDs must relate in some way to serious wrongdoing:

- A voluntary PID must be a disclosure of information that the maker honestly, and on reasonable grounds, believes shows or tends to show serious wrongdoing
- A mandatory PID must be a disclosure of information about serious wrongdoing (which means that it either contains an allegation of wrongdoing or otherwise shows or tends to show serious wrongdoing)
- A witness PID must be made in the context of an investigation of serious wrongdoing. The concept of serious wrongdoing is therefore central to the operation of the PID Act.

Under section 13 of the PID Act, 'serious wrongdoing' means one or more of the following:

- corrupt conduct
- serious maladministration
- government information contravention
- local government pecuniary interest contravention
- a privacy contravention
- a serious and substantial waste of public money.

Under the PID Act, it is a criminal offence to take detrimental action against a person because you suspect, believe, or know that they have made a PID, or will make a PID. This is a significant change from previous similar acts of Parliament. Other protections under the PID Act include:

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- the right to seek compensation for injury, damage or loss suffered as a result of detrimental action being taken against them
- the ability to seek an injunction to prevent, stop or remedy a detrimental action offence.

Section 33 of the Act provides that it is an offence to take detrimental action:

- 1) *A person must not take detrimental action against another person if—*
  - a) *the person suspects, believes or is aware, when taking the detrimental action, that the other person or a third person—*
    - i. *has made, may have made, may make or proposes to make a public interest disclosure, or*
    - ii. *is, has been or may be investigating, or proposes to investigate, serious wrongdoing, whether or not the investigation relates to or arises from the making of a voluntary public interest disclosure or constitutes dealing with a voluntary public interest disclosure, and*
  - b) *the suspicion, belief or awareness is a contributing factor to the taking of the detrimental action*  
*Maximum penalty—200 penalty units or imprisonment for 5 years, or both.*
- 2) *The fact the suspicion or belief was mistaken is not a defence to a prosecution for a detrimental action offence.*
- 3) *A detrimental action offence is an indictable offence.*
- 4) *In a prosecution for a detrimental action offence, the accused bears the onus of proving, in relation to detrimental action established by the prosecution to have been taken by the accused—*
  - a) *the accused did not have the suspicion, belief or awareness mentioned in subsection (1)(a), or*
  - b) *if the accused had the suspicion, belief or awareness—the suspicion, belief or awareness was not a contributing factor to the taking of the detrimental action.*
- 5) *It is a defence to a prosecution for a detrimental action offence that the detrimental action constituted appropriate corrective action in accordance with section 66.*
- 6) *Proceedings for a detrimental action offence may be instituted at any time within 3 years after the offence is alleged to have been committed.*

Agencies must conduct a risk assessment to assess the risk of detrimental action against the PID maker, whilst they are handling the PID and prior to referring the PID to another agency. Agencies must also take proactive action to protect a PID maker from detrimental action.

The new policy deals with changes that were made to the PID Act in 2022. A significant change, and one that has a large impact on councils, is that 'disclosure officer' is now defined and requires agencies to appoint a disclosure officer for each

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work site that is permanently maintained and at which more than one person is employed.

Using the model policy as a template, another change from the existing Internal Reporting Policy to note is that the draft policy does not include the Mayor as a person that can receive a disclosure. The model policy does not contain any reference to elected representatives.

The new policy aims to encourage a speak up culture by having in place a framework that facilitates public interest reporting of wrongdoing.

A number of Council staff have completed training in relation to the Act and 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 for this item is Inform.

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

### **Attachments**

1. New South Wales Ombudsman, What is a public interest disclosure

### **RECOMMENDATION**

That Council:

1. Notes the report on the Public Interest Disclosure Act 2022.
2. Rescinds the Council Policy – Internal Reporting Policy - Public Interest Disclosures Act 1994.
3. Provides councillors with a copy of the Management Policy – 'Public Interest Disclosure Policy'.

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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.

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### **Attachments**

1. Council Resolution Report

### **RECOMMENDATION**

That the Council Resolution Report be noted for information.

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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

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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 Community Financial Assistance Donations 2023/24 – Round Two

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Personal Assistant to Director Corporate and Community Services – Amanda Wherrett
<b>CSP Key Focus Area:</b>	Civic Leadership
<b>Priority:</b>	CL5.3 Support community organisations and groups to deliver services and programs

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#### **Reason for Report**

To present the applications received in Round Two of the 2023/24 Community Financial Assistance Donations totalling \$8,300.00.

#### **Background**

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

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

#### **Issues**

Applications for Round Two of the 2023/24 Community Financial Assistance Donations were open from 22 February 2024 - 22 March 2024, and were promoted in local print publications, on social media and Council's website. A total of 21 applications were received, and are provided as an attachment to this report.

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

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

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

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- a. Activities/services which do not attempt to become self-supporting where the potential exists through fees or other feasible income-producing activities.
- b. Activities of a purely social nature, which do not address the needs of disadvantaged groups.
- c. Activities which are eligible for support from state-wide or regional parent bodies.
- d. In the second round of funding each financial year, community groups that received funding in the first round of grants.

The 21 applications have been assessed against the evaluation criteria. A copy of the evaluation is provided as an attachment to this report. To summarise, 17 of the applications met a minimum of two different approval criteria, with the majority of applications meeting either three or four approval criteria. However, four applications met criteria for low priority to be given (see application numbers 1, 10, 17, 18), for example: applicants 1 and 10 were successful recipients of donation funding in the previous round 1 2023/24; and applicant 17 applied for a project outside the Warrumbungle Shire Local Government Area.

Should all applications be approved for the full amounts requested, the full amount being \$8,300, the full amount falls within the budget allocated for round 2 2023/24.

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

**Table 1 – summary of applications**

<b>Ref</b>	<b>Applicant/s</b>	<b>Project description</b>	<b>Amount requested (\$)</b>	<b>Recomm'd donation (\$)</b>
1	Space Art Gallery	Waste2Art competition prize money	500	Nil
2	Coonabarabran Pony Club	Cattle collars for team penning events	500	\$500
3	Binnaway Bowling Club	Come Try and Have Fun Bowls Day	500	\$500
4	Mendooran PA&H Association – Mendooran Show	Rubbish collection Mendooran Show 2024	500	\$500
5	Coonabarabran Aero Club	Wing and Things event promotions	500	\$500
6	Dunedoo Historical Society and Museum	Dunedoo historical business signage	500	\$500
7	Coonabarabran Rugby League Football Club	Upgrade of storage facility	500	\$500
8	Volunteer Rescue Association Coonabarabran	Fuel safe storage area at Coonabarabran VRA headquarters	450	\$450
9	Coolah Multi-Purpose Service	Improving the palliative care experience	450	\$450
10	Coonabarabran Celtic Club	Further development and ongoing costs of Celtic Pipe Band	500	Nil

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11	Goolhi Reserve Committee	Goolhi Hall tables and Chairs	500	\$500
12	Tunes on the Turf Dunedoo	Music festival promotion	500	\$500
13	Dunedoo Sports Club	New Blinds for the Sports Club	500	\$500
14	Dunedoo Central School	Equipment supplies for Dunedoo Central School Talbragar gardens	500	\$500
15	Coolah Rugby Club – Grassroots Level Program	Training and registration fees for new young members	400	\$400
16	Coolah Rock'n at the Racecourse Event	Contribution toward ongoing costs	500	\$500
17	Dubbo Macquarie Homestay Dunedoo Room	Contribution toward room refit costs	500	Nil
18	Coolah Central School Performance	Contribution toward costumes and backstage resources	500	Nil
19	Dunedoo and District Development Group	Dunedoo Silo Art Sign costs	500	\$500
20	Dunedoo Tennis Club	Dunedoo tennis court - contribution towards wear and tear repair costs	500	Nil
21	Coolah Central School	Coolah Central School 'Orbispace' STEM Initiative event. Contribution towards travel and accommodation costs	500	\$500
<b>TOTAL AMOUNT</b>				<b>\$8,300</b>

### **Options**

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

### **Financial Considerations**

The total amount recommended among the 21 applications is \$8,300.00. This amount falls within the budget allocated to the Community Financial Assistance Donations for the 2023/24 financial year.

### **Community Engagement**

The level of community engagement for this item is to Inform.

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

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### **Attachments**

1. 21 applications for Round Two of the 2023/24 Community Financial Assistance Donations.
2. Evaluation sheet used to assess applications against criteria.

### **RECOMMENDATION**

That Council funds the following applications under Round Two of the Community Financial Assistance Donations 2023/24, at a total cost of \$8,300.00.

<b>Applicant name/s</b>	<b>Amount (\$)</b>
Coonabarabran Pony Club – cattle collars for events	500.00
Binnaway Bowling Club – Have Fun Bowls Day event	500.00
Mendooran PA&H Association – rubbish Mendooran Show	500.00
Coonabarabran Aero Club – Wings and Things promotion	500.00
Dunedoo Historical Society and Museum – signage	500.00
Coonabarabran Rugby League Football Club – storage	500.00
Volunteer Rescue Association Coonabarabran – storage	450.00
Coolah Multi-Purpose Service – improving palliative care	450.00
Goolhi Reserve Committee – Goolhi Hall table and chairs	500.00
Tunes on the Turf Dunedoo – event costs	500.00
Dunedoo Sports Club – new blinds for the club	500.00
Dunedoo Central School – garden equipment	500.00
Coolah Rugby Club – Grassroots Level program	400.00
Coolah Rock'n at the Racecourse – event costs	500.00
Dunedoo and District Development Group – silo art sign	500.00
Dunedoo Tennis Club – contribution to maintenance costs	500.00
Coolah Central School – "Orbispace" STEM program	500.00

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### **Item 10 Fraud and Corruption Control Policy**

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

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### **Reason for Report**

The reason for this report is to seek Council adoption of the draft Fraud and Corruption Control Policy.

### **Background**

The Fraud and Corruption Control Policy was adopted in June 2021 (Resolution 307/2021). The policy aims to ensure the actions of any person undertaking Council business do not result in fraudulent acts.

### **Issues**

The Fraud and Corruption Control Policy has been reviewed and amendments made (shown as tracked changes in the attached draft) to update the policy. The amendments are:

- Updating policy names:
  - Enterprise Risk Management Policy (previously Risk Management Policy);
  - Public Interest Disclosures Policy (previously Internal Reporting Policy).
- Update committee name:
  - Audit, Risk and Improvement Committee (previously Internal Audit Committee).
- Update Council business unit:
  - Human Resources (previously Organisation Development)
- Update 'nominated disclosure officers' to be in line with Public Interest Disclosures Policy, which is in turn based on the policy guidelines provided by the NSW Ombudsman:
  - Nominated disclosure officers are the General Manager; and for each worksite that is permanently maintained by Council and at which more than one person is employed – the most senior ongoing employee who normally works at the site.
  - Remove the Mayor as a nominated disclosure officer.

Council endorsed the draft policy at the February 2024 Council meeting (Resolution 213/2324) for public exhibition and invitation of submissions. No submissions were

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received during the exhibition period. No changes are proposed to the draft policies as a result of the public exhibition period.

### **Options**

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

### **Financial Considerations**

Nil.

### **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.

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

### **Attachments**

1. Fraud and Corruption Control Policy.

### **RECOMMENDATION**

That Council adopts the draft Fraud and Corruption Control Policy.

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### **Item 11 Draft Operational Plan 2024/2025**

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

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### **Reason for Report**

In line with Section 405 of Local Government Act, the draft Operational Plan for 2024/2025 is presented to Council for consideration before placement on public exhibition for return at an extraordinary Council Meeting to be held on 28 May 2024.

The current draft consolidated income statement shows:

- Total revenue for 2024/2025 is projected to be around \$52.8m. This total includes Capital Grants and Contributions of \$9.8m and Operational Grants and Contributions of \$15.9m.
- A projected consolidated Result deficit of \$3.2m before Capital Grants and Contributions and a projected net Operating Result surplus of \$6.5m after Capital Grants and Contributions.

A copy of the draft Operational Plan 2024/2025 is provided as attachments to this report made up of two parts:

- Part 1 Operational Plan 2024/2025.
- Part 2 The Revenue Policy and Fees & Charges (Appendix 1) incorporating the Annual Donations Policy (Appendix 2) and Rate Maps (Appendix 3).

A total of ten (10) external budget submissions were received; summary details are included within the report (copies of the submissions are also attached to this report).

### **Background**

The draft 2024/2025 Operational Plan and Budget sets out Council's proposed budget for next financial year. The budgets are presented in the form of consolidated statements and schedules, together with a more detailed breakdown at a functional and/or by fund level.

The draft plans have been prepared following a series of Executive Leadership Team (ELT) and Councillor budget workshop meetings and other input from various stakeholders over the past five (5) months.

There are also a number of other significant impacts that have affected Council's financial result in this financial year and will impact future financial year results. These include:

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- Numerous natural disasters (follow on from previous years).
- Ongoing cost shifting from other levels of government although improved capital related grants are generally noted;
- Global economic uncertainty and the effect on cost of living.
- The Advance payment of Financial Assistance Grants;

The *Local Government Act 1993* (NSW), section 8B, provides an overview of principles of sound financial management for Councils noting that the following principles of sound financial management apply to Councils:

- (a) *Council spending should be responsible and sustainable, aligning general revenue and expenses.*
- (b) *Councils should invest in responsible and sustainable infrastructure for the benefit of the local community.*
- (c) *Councils should have effective financial and asset management, including sound policies and processes for the following:*
  - i. *performance management and reporting,*
  - ii. *asset maintenance and enhancement,*
  - iii. *funding decisions,*
  - iv. *risk management practices.*
- (d) *Councils should have regard to achieving intergenerational equity, including ensuring the following:*
  - i. *policy decisions are made after considering their financial effects on future generations,*
  - ii. *the current generation funds the cost of its services.*

The Local Government Act, section 405, also outlines requirements in relation to Operational Plans, stating that:

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



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*on public exhibition. The council must publicly exhibit the draft operational plan in accordance with the notice.*

- (4) During the period of public exhibition, the council must have for inspection at its office (and at such other places as it may determine) a map that shows those parts of its area to which each category and sub-category of the ordinary rate and each special rate included in the draft operational plan applies.*
- (5) In deciding on the final operational plan to be adopted, a council must consider any submissions that have been made concerning the draft plan.*
- (6) The council must post a copy of its operational plan on the council's website within 28 days after the plan is adopted.*

Following this meeting, it is intended to place the Draft Operational Plan 2024/2025 and associated documents on public exhibition closing no earlier than 28 days. The notice indicating the plans are on public exhibition will include a request to interested stakeholders that submissions may be made to the Council at any time during the period of public exhibition.

### **Issues**

The main features of the draft Operational Plan for 2024/2025 public exhibition are:

- The draft consolidated income statement shows that total revenue for 2024/2025 is projected to be around \$52.8m. This total includes Capital Grants and Contributions of \$9.8m and Operational Grants and Contributions of \$15.9m. A projected consolidated result deficit of \$3.2m before Capital Grant & Contributions and a projected net Operating Result surplus of \$6.5m after Capital Grant & Contributions.
- A projected General Fund Operating Result deficit of \$4.3m before Capital Grant & Contributions and a projected net Operating Result surplus of \$2.4m after Capital Grant & Contributions (includes Waste).
- A projected Water Fund Operating Result surplus of \$557k before Capital Grant & Contributions and a projected net Operating Result surplus of \$2.2m after Capital Grant & Contributions.
- A projected Sewer Fund Operating Result surplus of \$487k before Capital Grant & Contributions and a projected net Operating Result surplus of \$1.8m after Capital Grant & Contributions.

### **Rates, Annual Charges, and Fees & Charges**

Sections 501 and 502 of the Local Government Act provide information on what services Council can impose an annual charge and charges for actual use

#### ***Section 501 FOR WHAT SERVICES CAN COUNCIL IMPOSE AN ANNUAL CHARGE?***

- (1) A council may make an annual charge for any of the following services: provided, or proposed to be provided, on an annual basis by the council:*
  - *water supply services.*

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- *sewerage services.*
- *drainage services.*
- *waste management services (other than domestic waste management services).*
- *any services prescribed by the regulations.*

*(2) A council may make a single charge for two or more such services.*

*(3) An annual charge may be levied on each parcel of rateable land for which the Service is provided or proposed to be provided.*

### **Section 502 CHARGES FOR ACTUAL USE**

*A council may make a charge for a service referred to in section 496 or 501 according to the actual use of the service.*

In line with this, Council has developed its Revenue Policy, including fees and charges for the 2024/2025 financial year. Council has proposed a number of increases in fees and charges for the 2024/2025 financial year.

#### Rate Increase

In November 2023 IPART announced that the amount that councils will be able to increase the revenue they can collect from rates will depend on their level of population growth. The Warrumbungle Shire Council's approved rate peg for 2024/2025 a 4.5% increase.

#### Water Fund

In order for the Water Fund to be self-sufficient, as is required by the NSW Government, a change in fees and charges has been proposed at 4.5% for access charges and user charges. The 2024/2025 result has been modelled on achieving a net operating result before capital grants and contributions of a surplus of \$557k.

#### Sewer Fund

In order for the Sewer Fund to be self-sufficient, as is required by the NSW Government, a change in fees and charges has been proposed at 4.5% for access charges and user charges. The 2024/2025 result has been modelled on achieving a net operating result before capital grants and contributions of a surplus of \$487k.

#### Waste

Section 496 of the Local Government Act, in relation to making and levying of annual charges for domestic waste management services, states that:

*(1) A council must make and levy an annual charge for the provision of domestic waste management services for each parcel of rateable land for which the service is available.*

*(2) A council may make an annual charge for the provision of a domestic waste management service for a parcel of land that is exempt from rating if:*

- a. the service is available for that land, and*

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- b. the owner of that land requests or agrees to the provision of the service to that land; and*
- c. the amount of the annual charge is limited to recovering the cost of providing the service to that land.*

Further to this, section 504, in relation to domestic waste management services, states:

- (1) A council must not apply income from an ordinary rate towards the cost of providing domestic waste management services.*
- (1A) Subsection (1) does not prevent income from an ordinary rate from being lent (by way of internal loan) for use by the council in meeting the cost of providing domestic waste management services.*
- (2) Income to be applied by a council towards the cost of providing domestic waste management services must be obtained from the making and levying of annual charges or the imposition of charges for the actual use of the service, or both.*
- (3) Income obtained from charges for domestic waste management must be calculated so as to not exceed the reasonable cost to the council of providing those services.*

In line with these requirements, an increase in the service charge has been proposed, of 4.5%. The 2024/2025 result has been modelled on achieving a net operating result before capital grants and contributions of a small surplus of \$294k. Waste is normally included as part of General Fund activities.

### **External Submissions**

A total of ten (10) submissions were received towards the 2024/2025 Draft budget from members of the public for Council's consideration and are included in attachment 3.

### **Annual Donations Policy applications**

A total of 20 applications were received and these are currently being assessed against the Financial Assistance Grant Guidelines and the budget provision available in the 2024/2025 draft budget.

In line with the Donations Policy, requests for Annual Donations will be assessed based on the contribution the activities of the organisation and/or group make to the achievement of the aims and objectives of the Warrumbungle Shire Community Strategic Plan.

### **Options**

Council may endorse the Operational Plan 2024/2025 as presented, or with amendments.

### **Financial Considerations**

As set out in the attached documents.

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### **Community Engagement**

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

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

Community collaboration is by Public Exhibition, submissions, and Community Consultation Meetings.

### **Attachments**

1. Operational Plan 2024/2025.
2. The Revenue Policy and Fees & Charges (Appendix 1) incorporating the Annual Donations Policy (Appendix 2) and Rate Maps (Appendix 3).
3. External budget submissions received to the 2024/2025 draft budget.

### **RECOMMENDATION**

That Council:

1. Note the report on the Draft Operational Plan 2024/2025;
2. Endorse the Draft Operational Plan 2024/2025, including the Revenue Policy, to go on public exhibition for at least a period of 28 days commencing Friday 19 April 2024;
3. Be presented with a further report following the exhibition period including any submissions made on the Draft Operational Plan 2024/2025; and
4. Hold an Extraordinary Council Meeting on Tuesday 28 May 2024 at 5.00pm to consider the adoption of the Operating Plan for 2024/2025.

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### **Item 12 Investments and Term Deposits – month ending 31 March 2024**

<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, \$5,000,000.00 worth of term deposits matured, earning Council a total of \$147,171.65 in Interest.

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

- \$1,000,000 with CBA at a rate of 4.83%
- \$1,000,000 with WBC at a rate of 5.01%
- \$1,000,000 with MAQ at a rate of 4.73%
- \$1,000,000 with CBA at a rate of 4.83%

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The balance of the term deposits at the end of the month was \$42,550,000.00.

### 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, \$2,104.99 interest was earned on the balances in the accounts and net transfers of \$325,000.00 were made from these accounts resulting in a month end balance of \$597,383.58.

### Cash at bank balance

In addition to the at call accounts and term deposits, as at 31 March 2024, Council had a cash at bank balance of \$860,388.55.

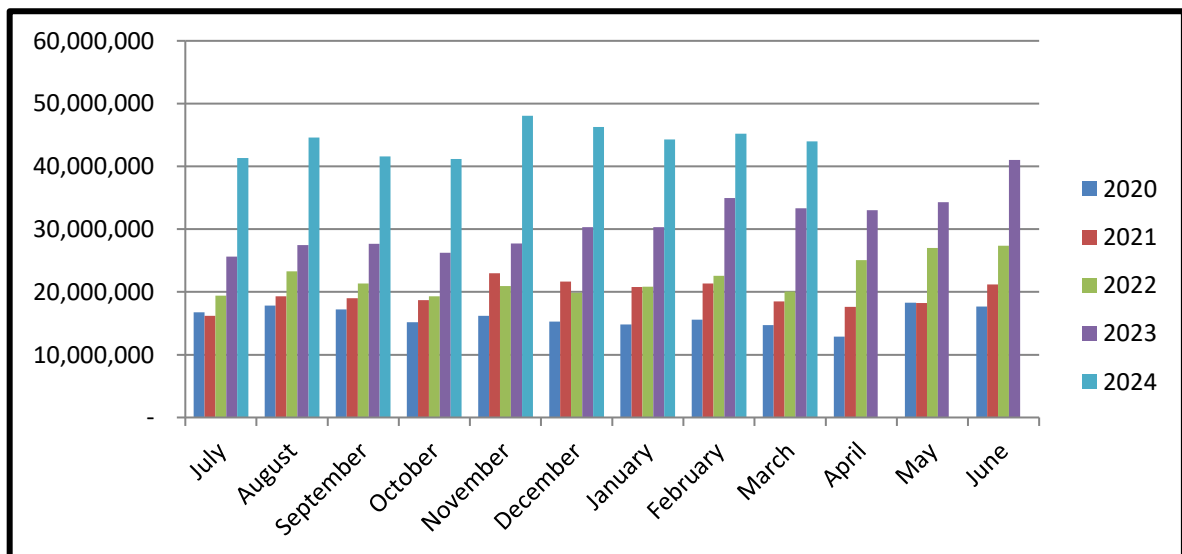
### Income Return

The average yield on Investments Council held for March 2024, of 5.1403%. Council uses the Bank Bill Swap Rate (BBSW) supplied by the Australian Securities Exchange (ASX) which was 4.3442% for the month of March. The performance of investments for March, based on the comparison, was the portfolio exceeded the benchmark by 0.7961%.

Council's budget for year 2023/24 for interest on investments is \$919,350. At the end of March 2024, the amount of interest received and accrued should be around 75% of the total year budget, i.e. \$689,512.50 on a year to date basis, interest received and accrued totals \$1,248,350.82, which is 135.79% of the annual budget. Council's budget for interest on investments will be reviewed in the March Quarterly Budget Review.

Council received funding in advance for Regional Emergency Road Repair in the amount of \$6,435,772. This has been invested for 12 months and is expected to earn \$359,320 in interest at maturity.

### **Graph by Month Investments**



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### Options

**Table 1: Investment Balances – 31 March 2024**

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
<b>At Call Accounts</b>							
NAB	1-Mar-24	At Call	at	ADI	ADI	0.05%	1,221.49
ANZ	1-Mar-24	At Call	at	ADI	ADI	0.01%	6,555.93
CBA At Call	1-Mar-24	At Call	at	ADI	ADI	4.35%	589,606.16
							<b>597,383.58</b>
<b>Term Deposits</b>							
CBA	28-Jun-23	02-Apr-	279	ADI	ADI	5.46%	1,000,000.00
WBC	28-Aug-23	09-Apr-	225	ADI	ADI	4.98%	1,000,000.00
WBC	29-Aug-23	16-Apr-	231	ADI	ADI	5.00%	1,000,000.00
MAQ	30-Aug-23	23-Apr-	237	LMG	LMG	4.75%	1,000,000.00
NAB	31-Aug-23	30-Apr-	243	ADI	ADI	5.05%	1,000,000.00
WBC -	31-Oct-23	30-Apr-	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-	216	ADI	ADI	5.25%	1,000,000.00
CBA	05-Dec-23	11-Jun-	189	ADI	ADI	5.22%	2,000,000.00
AMP Sewer	18-Dec-23	18-Jun-	183	LMG	LMG	5.20%	2,000,000.00
NAB	06-Dec-23	18-Jun-	195	ADI	ADI	5.07%	1,000,000.00
CBA	28-Jun-23	25-Jun-	363	ADI	ADI	5.50%	1,000,000.00
CBA	30-Jun-23	28-Jun-	364	ADI	ADI	5.55%	500,000.00
AMP	28-Jun-23	27-Jun-	365	ADI	ADI	5.70%	500,000.00
NAB	31-Oct-23	02-Jul-	245	ADI	ADI	5.30%	1,000,000.00
WBC	08-Dec-23	09-Jul-	214	ADI	ADI	5.11%	1,000,000.00
AMP	08-Dec-23	16-Jul-	221	LMG	LMG	5.25%	750,000.00
NAB	24-Jan-24	22-Jul-	180	ADI	ADI	5.05%	1,000,000.00
WBC	22-Dec-23	23-Jul-	214	ADI	ADI	5.04%	1,000,000.00
NAB	30-Jan-24	30-Jul-	182	ADI	ADI	5.00%	1,000,000.00
CBA	30-Jan-24	06-Aug-	189	ADI	ADI	5.04%	1,000,000.00
CBA	27-Feb-24	13-Aug-	168	ADI	ADI	4.90%	1,000,000.00
NAB	29-Feb-24	20-Aug-	173	ADI	ADI	5.05%	1,000,000.00
CBA	29-Feb-24	27-Aug-	180	ADI	ADI	4.93%	1,000,000.00
WBC	31-Aug-23	30-Aug-	365	ADI	ADI	5.08%	1,000,000.00
CBA	12-Mar-24	03-Sep-	175	ADI	ADI	4.83%	1,000,000.00
WBC	26-Mar-24	10-Sep-	168	ADI	ADI	5.01%	1,000,000.00
MAQ	19-Mar-24	17-Sep-	182	LMG	LMG	4.73%	1,000,000.00
CBA	19-Mar-24	24-Sep-	189	ADI	ADI	4.83%	1,000,000.00
WBC	31-Oct-23	31-Oct-	366	ADI	ADI	5.50%	1,500,000.00
WBC	29-Nov-23	29-Nov-	366	ADI	ADI	5.35%	2,000,000.00
NAB	29-Nov-23	29-Nov-	366	ADI	ADI	5.27%	5,600,000.00
WBC	29-Nov-23	29-Nov-	366	ADI	ADI	5.35%	1,200,000.00
							<b>Sub-Total</b>
							<b>42,550,000.00</b>
							<b>Total</b>
							<b>43,147,383.58</b>

# WARRUMBUNGLE SHIRE COUNCIL

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### 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	912,501.17	2,104.99	(325,000.00)	589,606.16
<b>Total at call</b>	<b>920,278.59</b>	<b>2,104.99</b>	<b>(325,000.00)</b>	<b>597,383.58</b>
CBA	500,000.00	18,635.89	(518,635.89)	
NAB	1,000,000.00	31,356.17	(1,031,356.17)	
CBA	1,000,000.00	29,785.48	(1,029,785.48)	
MAQ	1,000,000.00	27,921.37	(1,027,921.37)	
WBC	500,000.00	14,952.19	(514,952.19)	
WBC	1,000,000.00	24,520.55	(1,024,520.55)	
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	2,000,000.00			2,000,000.00
AMP Sewer Fund	2,000,000.00			2,000,000.00
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
AMP	750,000.00			750,000.00
NAB	1,000,000.00			1,000,000.00



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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	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
CBA	1,000,000.00			1,000,000.00
WBC	1,000,000.00			1,000,000.00
CBA			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
CBA			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>43,550,000.00</b>	<b>147,171.65</b>	<b>(1,147,171.65)</b>	<b>42,550,000.00</b>
<b>Total</b>	<b>44,470,278.59</b>	<b>149,276.64</b>	<b>(1,472,171.65)</b>	<b>43,147,383.58</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	10,089,606.16	23.38%	33.30%	Compliant
WBC	ADI	12,700,000.00	29.43%	33.30%	Compliant
NAB	ADI	13,101,221.49	30.36%	33.30%	Compliant
	<b>Total ADI</b>	<b>35,897,383.58</b>	<b>83.20%</b>	<b>100.00%</b>	<b>Compliant</b>
MAQ	UMG	3,000,000.00	6.95%	20.00%	Compliant
	<b>Total UMG</b>	<b>3,000,000.00</b>	<b>6.95%</b>	<b>20.00%</b>	<b>Compliant</b>
AMP	LMG	4,250,000.00	9.85%	10.00%	Compliant
	<b>Total LMG</b>	<b>4,250,000.00</b>	<b>9.85%</b>	<b>10.00%</b>	<b>Compliant</b>
	<b>Grand Total</b>	<b>43,147,383.58</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.

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**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 31 March 2024 including a total balance of \$44,007,772.13 being:

- \$597,383.58 in at call accounts.
- \$42,550,000.00 in term deposits.
- \$860,388.55 cash at bank.

# WARRUMBUNGLE SHIRE COUNCIL

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### Item 13 Natural Disaster Response and Recovery Monthly Report

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Road Operations
<b>Author:</b>	Works Engineer – Dinesh Khatri
<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*

# WARRUMBUNGLE SHIRE COUNCIL

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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 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 AGRN 987 event.

Council submitted one claim in March 2024 for AGRN 1034 works to the value of \$677,851 bringing the total value of claims submitted for this event to \$8,553,471. The March claim is predominantly for repair works to unsealed roads.

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 \$8,553,471 with further defects still to be included.

As at 5 April 2024, 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			\$117,432	\$117,432

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Road – sealed			\$5,312,858	\$5,312,858
Road – unsealed – formed	\$13,961		\$1,696,651	\$1,710,612
Emergent Works			\$222,781	\$222,781
<b>AGRN 1034</b>	<b>\$13,961</b>	<b>\$0</b>	<b>\$8,539,510</b>	<b>\$8,553,471</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>\$8,715,632</b>	<b>\$19,298,086</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 5 April 2024 for AGRN 987,1030 and 1034 is \$7,298,309 and includes emergent and full restoration works.

AGRN 987 Natural Disaster Restoration Works were carried out in March 2024 on the following roads (in order of expenditure):

Tonniges Road	Homeligh Drive
Wyuna Road	Dennykymine Road
Salaks Road	Birrawa Road
Narangarie Road	Avonside Road
Baradine Dandry Road	Baradine Aerodrome Road
Turee Vale Road	Blackburns Road
Avonside West Road	Boomley Road
Indian Lane	Cumbil Road
Munns Road	Tothills Road
Borambitty Road	Willicombes Road
Creenaunes Lane	Yarragrin Road
Premer Estate Road	Hawkers Road
Mancers Lane	Mundroola Road
Ropers Road	Tanah Merah Road
Caledonia Road	Tabletop Road
Tucklan Road	Tongy Lane

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There were no AGRN 1034 Natural Disaster Emergency Works carried out in March 2024 as the emergent works period has now finished.

During March 2024, Council was also delivering RMCC Ordered Works including 81 Heavy patches (26,000 m<sup>2</sup>) on the Golden Highway, concurrently with the Natural Disaster Restoration Works.

Three tenders were advertised in late 2023 for Natural Disaster Restoration Works associated with the AGRN 987 event. All tenders have now closed. Contracts have been issued to Rigour Excavations for Tenders 1 and 2 in the Sandy Creek and Upper Laheys Creek areas. A pre-start meeting was held on Monday 8 April and works commenced on Sandy Creek Road the following day. The order of works is: -

- Sandy Creek Road
- Lambing Hill Road
- Dapper Road
- Diehm Road
- Danabar Road
- Upper Laheys Creek Road
- Lincoln Road
- Brooklyn Road

Tender 3 assessment for AGRN 987 works has been finalised and a preferred tenderer identified. The submitted tender price was above the estimated upper limit for AGRN 987 works and so a scope change combining AGRN 987 and 1034 works has been worked up and a new claim has been submitted, which is currently being reviewed by TfNSW. The preferred tenderer will revise their price based on this new scope and contracts will be executed once the matters above have been finalised. An information report will be provided to Council outlining all three tender outcomes once Tender 3 has been finalised.

The roads included in Tender 3 are as follows:

<b>Tender 3 North of Oxley (Goolhi and Surrounds)</b>			
Albert Wright Road	Bellings Road	*Jerry's Lane	Rayak Road
Ameys Road	*Boooloola Road	Keeches Road	Reddens Road
Apricot Lane	Borah Creek Road	*Kurrajong Road	Schumacks Road
Bakers Lane	Goolhi Road	McEvoys Road	*Vella Road
Balmoral Road	*Hynds Road	Quaker Tommy Road	Yaminbah Road

*\*Included in scope change and added*

Council has engaged 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.

In addition to the contractors and tenders, Council teams have been mobilised to complete AGRN 987 works as a means to expedite the works. Similar to the Pothole Repair Program, additional plant (trucks) have been hired, staff are working

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additional hours and/or up to six (6) days per week. Expenditure is currently sitting at 53%. An Extension of Time (EOT) up to 30 March 2025 was approved from TfNSW on 3 April 2024, however, expenditure of the funds by 30 March 2025 will still be challenging.

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

### **‘113/2223 RESOLVED that Council:**

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

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

### **Regional Emergency Road Repair Fund (RERRF) and Regional Local Roads Repair Program (RLRRP)**

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 works and projects need TfNSW approval before starting and a revised workplan is underway for submission by the 30 April 2024 deadline. All RLRRP funds must be spent by 31 October 2027 and TfNSW have been advised that minimal works will be completed under this program during 2023/24 and 2024/25 as Council’s focus is on Natural Disaster Response and Recovery works.

### **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. Clarification on several of Council’s submissions was sought from the Office of Local Government who are administering the Grants and responses are being prepared. Council and the community will be advised of the outcome once known.

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<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>

### **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.



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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.

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 05 April 2024.

<b>Project</b>	<b>Funding</b>	<b>Submitted</b>	<b>Expenditure</b>	<b>Percentage Spent</b>	<b>Construction Completion Date</b>
1. Natural Disaster AGRN 987	\$10,568,493		\$5,589,513	53%	30/03/2025
2. Natural Disaster AGRN 1034		\$8,553,471	\$1,532,674	18%	30/06/2025
3. Natural Disaster AGRN 1030		\$176,122	\$176,122	100%	30/06/2025
4. Regional and Local Roads Repair Program	\$11,026,759		\$2,705,638	24%	31/10/2027
5. Local Government Recovery Grants	\$1,000,000		\$36,819	4%	30/06/2025

### **Notes**

*Project 2 – Submitted amount increased in line with March 2024 submission.*

### **Risk Considerations**

There are operational, project and financial risks associated with the projects outlined within the report. Operational risks are low but are being managed via procurement of additional resources such as staff, plant and equipment to ensure works are completed on time and within budget. 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.

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### **RECOMMENDATION**

That Council:

1. Notes the Natural Disaster Response and Recovery Monthly Report for March 2024.
2. Notes that an extension of time has been granted for all restoration works associated with the AGRN 987 November 2021 natural disaster and works must now be completed by 30 March 2025.

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## Ordinary Meeting – 18 April 2024

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### Item 14 Fluoridation Update Report

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

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### Reason for Report

To provide Council with an update on Resolution 238/2122 as it is over 12 months old.

### Background

Fluoride is a naturally occurring mineral that when consumed in appropriate doses has significant dental benefits associated. NSW Health strongly supports fluoridation of drinking waters as a safe and effective way to help prevent tooth decay in the community.

Council had previously been dosing fluoride to the Binnaway, Baradine and Coonabarabran water supply schemes, this ceased in January 2017, in Binnaway and Baradine in January 2017 and in Coonabarabran in December 2015. Dosing of fluoride was ceased due to design issues with the system, in which clogging occurred in a media filter contained within the dosing system and prevented dosing to the water supply from occurring.

Fluoride dosing infrastructure was in place in Coolah and Mendooran however it never was commissioned due to the known design issues associated with the existing systems in Binnaway, Baradine and Coonabarabran.

A report was presented to Council at the March 2022 Ordinary Meeting in relation to the status of Council's fluoride dosing system, in which investigation works had been completed into the design and procurement of a new fluoride dosing system for Coolah. As such Council resolved under Item 20 of the March 2022 Ordinary Council Meeting the following:

**238/2122 RESOLVED** that Council:

1. *Notes the information contained in the Warrumbungle Water Fluoride Re-instatement report.*
2. *Executes the funding deeds for fluoridation installation at the Coolah site.*

### Issues

Since the last report to Council, NSW Health have committed to funding the replacement of the fluoride dosing systems in Coolah and Coonabarabran. The funding is provided at 100% of the total cost of the project by NSW Health and funds

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the costs of design, construction, project management and training of Council water operators in relation to the new dosing system.

The new design mitigates the issues associated with the previous system and the system is currently operational in other Shires with no issues reported. It is expected that once commissioned there will only be operational tasks associated with the maintenance of the system to keep it in an operational state.

Council has been actively liaising with NSW Health in regards to the funding model that payments are made under to Council. NSW Health offers a subsidy claim program as a standard funding model. Under the subsidy claim model, once the funding amount and scope of works has been approved by NSW Health, Council can commence the project and claim the cost of the works back from NSW Health. This presents a level of financial risk to Council as there is no legally binding contract that requires NSW Health to pay Council's subsidy claims. Whilst NSW Health have not defaulted on payments to other Council's in NSW, this presents a level of risk to Council.

In order to mitigate this risk, Council has in collaboration with NSW Health, developed a funding deed in relation to the project which will see the implementation of a revised fluoride dosing system in Coolah and Coonabarabran. The funding deed has been established as a milestone-based deed that will see Council paid once certain milestones in relation to the project have been completed.

In addition to this, Council has already engaged the contractor for the supply and installation of fluoride dosing equipment. This was completed in December 2022 to avoid significant price increases associated with the offer and approved by NSW Health at the time, with NSW Health already agreeing to funding the project as per earlier correspondence sent to Council.

### **Options**

The approved funded scope of works addresses all the requirements associated with the design, construction and training of Council operators that will allow Council to recommence the dosing of fluoride to the Coolah and Coonabarabran Water Supply Schemes. Please note that the funding does not cover operating costs associated with human resources, maintenance and materials, this cost will be required to be covered by Council as a part of operational budgeting.

Council has previously resolved to reinstate fluoride dosing systems across the water supply schemes in Baradine, Coonabarabran, Binnaway, Mendooran and Coolah. Please note that Dunedoo does not require fluoride dosing systems as the background concentration within the groundwater supply already contains sufficient concentrations of fluoride.

### **Financial Considerations**

As highlighted previously, the capital component of this project is completely funded by NSW Health, meaning that Council does not have to contribute any costs towards the capital phase of this project.

The funding deed, includes allocations for design, construction, project management associated with the new fluoride dosing system as well as a provision for training Council Water Operators in the new system.

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The total cost of the project is estimated to be \$676,648.24, with 100% of this cost funded by NSW Health. Council will be paid across three different milestones upon the completion of different phases of work, these milestones are outlined in Table 1 below.

**Table 1: Milestone Schedule**

<b>Milestone Number</b>	<b>Milestone Name</b>	<b>NSW Health Contribution</b>	<b>Council Contribution</b>	<b>Total</b>	<b>Completion Date</b>
1	Completion of Civil Works	\$265,636.25	\$0.00	\$265,636.25	12/11/2024
2	Telemetry Commissioned	\$109,105.87	\$0.00	\$109,105.87	26/03/2025
3	Fluoride System Commissioned	\$301,906.31	\$0.00	\$301,906.31	27/08/2025
<b>Total</b>		<b>\$676,648.43</b>	<b>\$0.00</b>	<b>\$676,648.43</b>	

All operational costs will be borne by Council, and will be worth approximately \$50,000 per financial year across Coolah and Coonabarabran. These increased operating costs have been included within Council's Long-Term Financial Plan.

### **Risk Considerations**

This report involves strategic and financial risk. The strategic risk is low and falls within Council's adopted risk appetite. The financial risk is low and falls within Council's adopted risk appetite.

### **Community Engagement**

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

### **Attachments**

Nil

### **RECOMMENDATION**

That Council:

1. Notes the information contained in the Fluoridation Update Report;
2. Delegates authority to the General Manager to execute and sign the funding deed received from NSW Health valued at \$676,648.43.

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### Item 15 Central-West Orana Renewable Energy Zone Report – April 2024

<b>Division:</b>	Environment and Development Services
<b>Management Area:</b>	Planning and Regulation
<b>Author:</b>	Director Environment and Development Services – Leeanne Ryan
<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 4.5 gigawatts (GW) of new network capacity by mid 2020's (through solar, wind and storage projects) and up to 6GW by 2038.
- Expected to bring up to \$5 billion in private investment to the Central-West Orana region by 2030.
- At its peak, the REZ is expected to support around 6,000 construction jobs in the region, however this could be as high as 8,000.
- Was selected by State Government following a detailed geospatial mapping exercise undertaken by NSW Government in 2018.
- Formally declared by the Minister for Energy and Environment under section 19(1) of the *Electricity Infrastructure Investment Act 2020* and published in the NSW Gazette on 5 November 2021.
- EnergyCo is the Infrastructure Planner responsible for coordinating and leading the development of the REZ.
- In the future, the Minister may amend the declaration to expand the specified geographical area of the REZ, increase the intended network capacity, specify additional generation, storage and network infrastructure, provide further details and specifications or correct a minor error – in progress at the present time to increase gigawatts.
- There are 4 other REZ's in NSW being located in New England, South-West, Hunter Central and Illawarra.

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- The REZ will be supported by a large transmission line yet to be approved or constructed; EnergyCo have carriage of delivering this infrastructure.
- The REZ will host eleven (11) preferred projects in Stage 1 (pending approval from DPE). These include a mix of both wind farms and solar farms of varying sizes, some with battery energy storage systems. 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, State Significant Development or Critical State Significant Infrastructure, requiring approval from the State Government, not Council.

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### **Issues**

Since the last update report in March 2024, Council has been involved in a number of matters pertaining to the REZ as follows:

- Liaised via emails with Liverpool Range Wind Farm regarding key terms for planning agreement.
- Liaised via emails with Birriwa Solar Farm and Valley of the Winds Wind Farm regarding road access.
- Participated in meeting online with EnergyCo on 28 March 2024 to discuss annual payment of \$250,000 to assist Council undertake REZ related matters.
- Participated in Liverpool Range Wind Farm CCC Meeting on 14 March 2024.
- Received advice from DRNSW that the proposed REZ Roadshow Workshops to promote opportunities for local businesses had been cancelled.
- Participated in Council REZ catchup meeting on 15 March 2024.
- Updated Council's website with latest submissions (relating to the REZ).
- Prepared a media release on the latest Council submissions relating to the REZ on 2 April 2024.
- Sought an extension to lodge submission on EnergyCo Transmission Line RTS and Amendment Report documents from DPHI; with an extension being granted to 10 April 2024.
- Prepared and lodged comments to DPHI on proposed Liverpool Range Quarry draft SEARS seeking the developer to have frequent and ongoing dialogue with Council, and provide a robust EIS that addresses many things, but importantly traffic impacts on local roads, water supply, waste management, construction timetable, construction workers, bushfire management, social impacts, planning agreement, and cumulative impacts.
- Prepared and lodged a submission on the draft CWO REZ Access Scheme Declaration and draft Guidelines. The changes to these documents include provision for EnergyCo to speed up the process to enable REZ developers to access and connect to the transmission line. Council has lodged an objection based on the fact that cumulative impacts of the REZ have still not been addressed satisfactorily, and yet access to the line will be happening earlier than expected for energy developers.

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**

<b>Major Project</b>	<b>LGA</b>	<b>Description</b>	<b>Status (stage)</b>
Liverpool Range Quarry	Upper Hunter	Hard rock quarry, extract, process, transport up to 700,000tpa of hard rock material for Liverpool Range Wind Farm	Prepare EIS
Sandy Creek Solar Farm	Warrumbungle and Dubbo	750 MW solar farm and assoc. infrastructure	Preparing EIS



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Dapper Solar Farm	Warrumbungle and Dubbo	300 MW solar farm and assoc. infrastructure	Preparing EIS
Spicers Creek Wind Farm	Warrumbungle and Dubbo	Wind energy generation project with up to 117 wind turbines, with energy storage and associated infrastructure	Assessment
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	Assessment
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	441 MW wind farm, including 63 turbines (280m), 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 200 MW 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 215m, decrease number of turbines to 185, amend infrastructure, transport route and increase native veg clearing limits	Response to Submissions
Valley of the Winds Wind Farm	Warrumbungle	Construct and operate wind farm up to 131 turbines, energy storage and assoc. infrastructure	Assessment
Narragamba Solar Farm	Mid-Western and Warrumbungle	320MW solar farm including associated infrastructure	Preparing EIS
Avonside Solar Farm	Warrumbungle	180MW Solar Farm and 400MW capacity Battery Energy Storage System with 400MWh storage	Preparing EIS
Dunedoo Solar Farm	Warrumbungle	55MW Solar Farm with energy storage and associated 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), Response to Submissions documents, Amendments to Modification reports, and provide feedback on Draft Conditions of Consent. It is expected that there are also

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some projects not listed in Table 1 that may not have yet started the State Significant 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 \$456,226.86 on matters relating to the REZ. This consists of the following expenditure incurred from the 1 September 2022 to 28 March 2024.

- Staff costs = \$54,522.07
- Contractors = \$401,704.79

Total Expenditure = \$456,226.86

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 draft CWO REZ Access Scheme Declaration – 20 March 2024
2. Comments on draft SEARS for Liverpool Range Quarry – 11 March 2024

### **RECOMMENDATION**

That Council notes the Central-West Orana Renewable Energy Zone Report – April 2024.

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### **Item 16 Development Approvals**

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

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### **Development Applications**

#### **(i) Approved – March 2024**

<b>Development Application / Complying Development</b>	<b>Date Lodged</b>	<b>Date Approved</b>	<b>Applicant's Name</b>	<b>Location</b>	<b>Town</b>	<b>Type of Development</b>	<b>Referral Days</b>	<b>Stop the Clock Days</b>
DA54/2023	04/12/2023	19/03/2024	Christopher Korff	Ulan Street	Coonabarabran	New Shed	14	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 March 2024, under Delegated Authority.

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### **Item 17 Reports to be Considered in Closed Council**

**Item 17.1      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 17.2      Coonabarabran Golf Club Water Supply**  
**Division:      Environment and Development Services**  
**Author:        Manager Warrumbungle Water – Tom Cleary**

#### **Summary**

The purpose of this report is to inform Council on a recent water incident at the Coonabarabran Golf Club.

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

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

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### **RECOMMENDATION**

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

### **FURTHER that Council resolve that:**

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