



## **BUSINESS PAPER**

# **Ordinary Council Meeting Wednesday, 11 December 2024**

**Date: Wednesday, 11 December 2024**

**Time: 9.00 AM**

**Location: Shire Chamber  
Coonamble**

The Mayor and Councillors are bound by the Oath/ Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of Coonamble Shire and to faithfully and impartially carry out the functions, powers, authorities, and discretions vested in them under the Local Government Act or any other Act, to the best of their skill and judgement. It is also a requirement that the Mayor and Councillors disclose conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with Council's Code of Conduct and Code of Meeting Practice.

**Daniel Keady  
Mayor**

**Notice is hereby given that an Ordinary Meeting of Council will be held in the Shire Chamber, Coonamble on Wednesday, 11 December 2024 at 9.00 AM.**

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## **1 OPENING MEETING**

The meeting is being livestreamed and/or recorded for on-demand viewing via Council's website and a person's image and/or voice may be broadcast;

- Attendance at the meeting is to be taken as consent by a person to their image and /or voice being webcast (time will be allowed by the Chairperson for people to leave the meeting before it starts);
- All speakers should refrain from making any defamatory comments or releasing any personal information about another individual without their consent;
- Council accepts no liability for any damage that may result from defamatory comments made by persons attending the meetings – all liability will rest with the individual who made the comments;
- The recording will be available on Council's website for a minimum of 12 months and retained as a Council record;
- Individuals acting in a disorderly manner can be asked by the Chairperson to leave the meeting under the Council's Code of Meeting Practice;
- The meeting must not be recorded by others without the prior written consent of the Council in accordance with the Council's Code of Meeting Practice.

## **2 ACKNOWLEDGEMENT OF COUNTRY**

We acknowledge the traditional custodians of this land on which we meet today, the Wailwan people and the Gamilaroi people and recognise their continuing connection to land, water and culture. We pay our respects to Elders past, present and emerging.

## **3 COMMUNITY CONSULTATION**

## **4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**

## **5 DEPUTATION/DELEGATIONS**

## **6 CONFIRMATION OF MINUTES**

## **RECOMMENDATION**

**That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 13 November 2024 be confirmed as a correct record of the proceedings of the meeting.**



# **MINUTES**

**Ordinary Council Meeting  
Wednesday, 13 November 2024**

**MINUTES OF COONAMBLE SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE SHIRE CHAMBER, COONAMBLE  
ON WEDNESDAY, 13 NOVEMBER 2024 AT 9:00 AM**

**PRESENT:** Cr Daniel Keady, Cr Steven Butler, Cr Karen Churchill, Cr Adam Cohen (via video link), Cr Paul Fisher, Cr Margaret Garnsey, Cr Phillipa Goldsmith, Cr Ahmad Karanouh,

**IN ATTENDANCE:** Paul Gallagher (General Manager), Bruce Quarmby (Director Corporate Services), Kerrie Murphy (Director Infrastructure), Barry Broe (Director Community, Planning, Development & Environment), Jennifer Maundrell (Executive Manager Corporate Governance), Marina Colwell (Executive Support Officer), Deborah Tatton (Manager Finance), Kylie Kerr (Manager Roads), Lesley Duncan (Manager Planning, Regulatory & Compliance), Mick Bell (Manager Parks & Urban Services), David Levick (Manager Economic Development & Growth)

## **1 OPENING MEETING**

The Mayor opened the meeting at 9.00 am, advising the attendees of the following:

The meeting is being livestreamed and/or recorded for on-demand viewing via Council's website and a person's image and/or voice may be broadcast;

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## **2 ACKNOWLEDGEMENT OF COUNTRY**

We acknowledge the traditional custodians of this land on which we meet today, the Wailwan people and the Gamilaroi people and recognise their continuing connection to land, water and culture. We pay our respects to Elders past, present and emerging.

### 3 COMMUNITY CONSULTATION

Mr Garret Barry spoke in favour on 11.3 being the Notice of Motion – Heritage Study 2008-2010.

### 4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

#### APOLOGY

##### RESOLUTION 2024/245

Moved: Cr Ahmad Karanouh

Seconded: Cr Paul Fisher

**That the apology from Cr Wheelhouse be noted and approved.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

### 5 DEPUTATION/DELEGATIONS

Nil

### 6 CONFIRMATION OF MINUTES

##### RESOLUTION 2024/246

Moved: Cr Margaret Garnsey

Seconded: Cr Paul Fisher

**That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 9 October 2024 be confirmed as a correct record of the proceedings of the meeting.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**MOTION**

**RESOLUTION 2024/247**

Moved: Cr Ahmad Karanouh  
 Seconded: Cr Margaret Garnsey

**The application for the 2025 Public Holiday for the Coonamble Show should be formally withdrawn as the Coonamble Show Society will not be holding the event.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**7 DISCLOSURES OF CONFLICTS OF INTEREST**

**8 MAYORAL MINUTE**

**MAYORAL MINUTE**

**RESOLUTION 2024/248**

Moved: Mayor Daniel Keady  
 Seconded: Cr Ahmad Karanouh

**That the report be received and noted.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL**

**SECTION B - MATTERS FOR INFORMATION ONLY**

**9 COMMITTEE REPORTS**

Nil



**10 REPORTS TO COUNCIL**

**10.1 CORRESPONDENCE**

**RESOLUTION 2024/249**

Moved: Deputy Mayor Steven Butler

Seconded: Cr Paul Fisher

**That the report be received and noted.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**10.2 COMMUNITY DEVELOPMENT**

**RESOLUTION 2024/250**

Moved: Cr Ahmad Karanouh

Seconded: Cr Karen Churchill

**That Council receives and notes the information in the Community Development report.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**10.3 MINUTES OF AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING - 2 OCTOBER 2024**

**RESOLUTION 2024/251**

Moved: Cr Ahmad Karanouh

Seconded: Cr Paul Fisher

**That Council receives and notes the minutes of the Audit, Risk and Improvement Committee meeting held on Wednesday 2 October 2024.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**10.4 APPOINTMENT TO THE AUDIT, RISK AND IMPROVEMENT COMMITTEE****RESOLUTION 2024/252**

Moved: Cr Phillipa Goldsmith

Seconded: Deputy Mayor Steven Butler

**That Council:**

- 1. Receives and notes the information contained in the 'Appointment to the Audit, Risk and Improvement Committee' report.**
- 2. Appoints Cr Goldsmith as a non-voting member of the Coonamble Shire Council Audit, Risk and Improvement Committee until the next ordinary election of the council due in September 2028.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**10.5 COUNCILLOR CONDUCT AND MEETING PRACTICES DISCUSSION PAPER****RESOLUTION 2024/253**

Moved: Cr Ahmad Karanouh

Seconded: Cr Margaret Garnsey

**That Council endorses the draft submission on the Office of Local Government Councillor Conduct and Meeting Practices discussion paper.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**10.6 CODE OF MEETING PRACTICE****RESOLUTION 2024/254**

Moved: Cr Karen Churchill

Seconded: Cr Paul Fisher

**That Council:**

- 1. Note the report on the Code of Meeting Practice.**
- 2. Endorses the reviewed Code of Meeting Practice to go on public exhibition for at least a period of 28 days and provide members of the community at least 42 days in which to comment on the draft Code of Meeting Practice.**
- 3. Receive a further report following the exhibition period including any submissions made on the Code of Meeting Practice, or if no submissions are received, formally adopt the Code of Meeting Practice without any changes following the exhibition period.**
- 4. That the business paper be circulated to Councillors and published four (4) business days prior to the Council meeting.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**RESOLUTION 2024/255**

Moved: Deputy Mayor Steven Butler

Seconded: Cr Phillipa Goldsmith

**That members of the public wishing to speak at an ordinary council meeting must complete and submit a request form at least 24 hours in advance. The public forum will be held from 8:30 am to 9:00 am before the meeting, with each person allocated five (5) minutes to speak.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**10.7 DRAFT COUNCILLOR AND STAFF INTERACTION POLICY****RESOLUTION 2024/256**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

**That Council:**

- 1. Note the report on the draft Councillor and Staff Interaction Policy.**
- 2. Endorses the draft Councillor and Staff Interaction Policy to go on public exhibition for at least a period of 28 days and provide members of the community at least 42 days in which to comment on the draft policy.**
- 3. At the end of the public submission period:**
  - (a) Receive a further report following the exhibition period including any submissions made on the draft Councillor and Staff Interaction Policy, or**
  - (b) If no submissions are received, formally adopt the Councillor and Staff Interaction Policy without any changes, noting that the new policy will supersede the Councillor Access to Staff and Premises Policy.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**10.8 COUNCILLORS EXPENSES AND FACILITIES POLICY****RESOLUTION 2024/257**

Moved: Cr Paul Fisher

Seconded: Deputy Mayor Steven Butler

**That Council:**

- 1. Receive and note the report on the Councillor Expenses and Facilities Policy.**
- 2. Endorses the reviewed Councillor Expenses and Facilities Policy to go on public exhibition for a period of at least 28 days and provide members of the community at least 42 days in which to comment on the draft policy.**
- 3. Following the exhibition period:**
  - a. Receive a further report including any submissions made on the Councillor Expenses and Facilities Policy, or**
  - b. In the event that no submissions are received within the prescribed 42 days, Council formally adopts the Councillor Expenses and Facilities Policy without changes as a policy of Council.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**10.9 RATES AND CHARGES COLLECTIONS - OCTOBER 2024****RESOLUTION 2024/258**

Moved: Cr Ahmad Karanouh

Seconded: Cr Margaret Garnsey

**That Council receives and notes the information provided in the rates and charges collections report.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

The meeting paused for a break for morning tea at 10.14am  
Council resumed the meeting at 10.33am

**10.10 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT****RESOLUTION 2024/259**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

**That Council receives and notes the Economic Development and Growth report.**In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad KaranouhAgainst: Nil**CARRIED 8/0****10.11 STATUS OF INVESTMENTS - OCTOBER 2024****RESOLUTION 2024/260**

Moved: Cr Paul Fisher

Seconded: Cr Ahmad Karanouh

**That Council receives and notes the list of investments from 1 October 2024 to 29 October 2024 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy.**In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad KaranouhAgainst: Nil**CARRIED 8/0****10.12 WASTE OPERATIONS REPORT OCTOBER 2024****RESOLUTION 2024/261**

Moved: Cr Ahmad Karanouh

Seconded: Cr Paul Fisher

**That the monthly report on waste activities be received and noted.**In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad KaranouhAgainst: Nil**CARRIED 8/0**

**10.13 QUARTERLY BUDGET REVIEW - SEPTEMBER 2024****RESOLUTION 2024/262**

Moved: Cr Ahmad Karanouh

Seconded: Deputy Mayor Steven Butler

- 1. That Council approves the variations to votes as listed in the budget review documents distributed under separate cover.**
- 2. That Council notes, in the opinion of the Responsible Accounting Officer based on the information as presented in the September Budget review; that Council will be in a satisfactory financial position as at 30 June 2025.**
- 3. That Council notes the classification and position of Council's estimated restricted (reserve) funds as at 30 September 2024.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**10.14 PLANNING, REGULATORY & COMPLIANCE PROGRESS REPORT****RESOLUTION 2024/263**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

**That the Planning, Regulatory and Compliance Progress Report be received and noted.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

Cr Margaret Garnsey provided a verbal report on the Castlereagh Macquarie County Council meeting held on 28 October 2024.

**10.15 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS**

**RESOLUTION 2024/264**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Margaret Garnsey

**That the information be received and noted on the works in progress within Council's Infrastructure Directorate.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**SUSPENSION OF STANDING ORDERS**

**RESOLUTION 2024/265**

Moved: Cr Paul Fisher

Seconded: Cr Karen Churchill

**That Council suspend standing orders to conduct a confidential workshop.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

The meeting was suspended at 11:49am for the purpose of a confidential workshop.

**RESUMPTION OF STANDING ORDERS**

**RESOLUTION 2024/266**

Moved: Cr Paul Fisher

Seconded: Cr Karen Churchill

**That Council resume standing orders.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

The meeting resumed at 6:20pm



## 11 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS

### 11.1 QUESTION - FUNDING ALLOCATION FOR THE BATHING EXPERIENCE

The following question on notice was received from Cr Karen Churchill.

#### QUESTION

*The funding that has been allocated for the “Bathing Experience”, could it be used to upgrade existing infrastructure? If so, can the 25m pool at the swimming complex be heated to service the community all year round for swimming training, Physical Therapy, Aquatic Aerobics, learn to swim programs and for general leisure?*

*If not, could Council investigate and report back to Council on how much it would cost to upgrade and heat the 25m pool as well as what it would cost to maintain?*

#### MANEX RESPONSE

The Council funding was a condition of the Grant and required to secure the state funding. It cannot be allocated to a different project. If it was, the grant funding of \$5.5 Million would be lost.

In addition, part of this funding allocation has already been used to buy the land for the project on the site adjacent to the Showground and fund preliminary investigation works in preparation of a DA and bore licence application, i.e. geotechnical hygienist and review of environmental factors report.

The request to investigate the feasibility and business case to upgrade and heat the 25m pool would need to be considered and decided on by Council, and funding allocated to this work.

There are cases of councils heating existing pool structures with heating rods which has allowed the complex to open one month earlier and prolong the swimming seasons for up to six weeks (reference Macksville, West Wyalong and Rylstone Aquatic centres). There is a significant cost to install these, along with the operational costs.

Staff resources are currently fully allocated, and a report would not be forthcoming until mid-April 2025 as this will need research to be undertaken and an analysis of cost, time and opportunity. This will also allow opportunity to investigate grant funding.

From an Asset management perspective, the age of the complex will also need to form part of the investigation and consider whether it is beneficial to try and retrofit heating as the pool complex is nearing the asset service life and investigations will also need to consider a potential new swimming pool complex.

**Cr Karen Churchill acknowledges and accepted the response.**

**11.2 NOTICE OF MOTION - RACECOURSE AND RECREATION LAND RESERVE 520089 (CR CHURCHILL)****RESOLUTION 2024/267**

Moved: Cr Ahmad Karanouh

Seconded: Cr Paul Fisher

**That Council receive an update on the status of Resolution 2023/203 Point 4 and seek advice whether the previous application can be used or restarted.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0****11.3 NOTICE OF MOTION - HERITAGE STUDY 2008-2010 (CR CHURCHILL)****RESOLUTION 2024/268**

Moved: Cr Karen Churchill

Seconded: Cr Margaret Garnsey

**That:**

- 1. Engages a suitably qualified consultant in line with Council's procurement processes to review the Coonamble Shire Community Based Heritage Study 2008-2010 with the aim of amending the Local Environmental Plan to reflect the recommendations of a contemporary Heritage Study.**
- 2. Writes to the property owners regarding the recommended heritage status of their property based on the findings of the revised Heritage Study.**
- 3. Notes that owners of historic buildings of State significance have an option to register their property with the State.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**11.4 NOTICE OF MOTION - MUSEUM (CR CHURCHILL)**

**RESOLUTION 2024/269**

Moved: Deputy Mayor Steven Butler  
Seconded: Cr Ahmad Karanouh

**That Council receive a copy of the structural report for the museum and the proposed next steps.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Ahmad Karanouh

Against: Nil

**CARRIED 8/0**

**12 CONFIDENTIAL MATTERS**

Nil

**13 CONCLUSION OF THE MEETING**

The Meeting closed at 6.26 pm.

The minutes of this meeting were confirmed at the Council held on 11 December 2024.

.....  
**CHAIRPERSON**

**7      DISCLOSURES OF CONFLICTS OF INTEREST**

## 8 MAYORAL MINUTE

### MAYORAL MINUTE

**File Number:** M3  
**Author:** Daniel Keady-Mayor  
**Authoriser:** Daniel Keady, Mayor  
**Annexures:** Nil

I am pleased to present to you the Mayoral report for December 2024.

#### **Country Mayors Association meeting**

On Friday 15 November the General Manager and I attended the Annual General Meeting (AGM) of the NSW Country Mayors Association in Sydney.

The Country Mayors focussed on skills and education, particularly around reinvigorating the TAFE system. Minister Hoenig talked about reversing the trend of councils outsourcing skills and instead building skills at the local level.

Minister Hoenig also made a statement about unravelling the complex policies and practices the Minister has been working with the Auditor-General to reduce the major depreciation burdens placed on Councils.

#### **Local Government NSW conference**

Between the 17-19 November Councillor Margaret Garnsey, General Manager and Governance Officer – Jennie Maundrell attended the Local Government NSW conference in Tamworth. This allowed good networking and partnership building with the alliance of Western Councils members.

#### **Youth Empowerment Program dinner**

On Friday 6 December at the Bowls club, Coonamble's Youth Empowerment Program will hold its end of year celebrations. It is a ground-breaking program that has been running in Coonamble for the past nine (9) months and recognised around the world. The objective of the program is to equip the young members of our community aged 11-17 with a deep understanding of their own potential and empower them to engage in acts of service & betterment to the community.

#### **School Presentations**

I have been invited to attend the following school presentation ceremonies:

- Public School Presentation Wednesday 11 December at 10.00am
- St. Brigid's Catholic Primary School Friday 13 December at 6.30pm

#### **Apprentices and trainee funding**

We received notification that the program team for '*A fresh start for local government apprentices, trainees and cadets*' that Coonamble Shire Council has been granted conditional approval of funding in round one (1) for six (6) positions - Horticulture (A), Mechanic (A), Plumber (A), Health (T), Engineering (T), and Building Surveyor (C).

The state government allocated funding across council Local Government Area's (LGA's) for apprentices and cadets to train our youth and address the skills shortage.

We were advised originally it would be limited to two (2) positions per LGA, but we applied for funding for seven (7) positions and awarded funding for six (6) which is a great result.

**Council briefings**

Over the course of the first Council meetings and workshops, we have had very detailed and informative briefings from staff on the key projects. These included the Sons of the Soil Hotel development, housing, bore bath project, Tooraweenah Road and the quarry. It has been very helpful in bringing us up to the speed on these projects.

As we wrap up, I want to extend my warmest wishes to everyone. May you all have a very Merry Christmas filled with joy and laughter. Here's to a New Year that brings happiness, safety, and prosperity to each and every one. Enjoy the festive season with your loved ones, and may the coming year be your best one yet!

**RECOMMENDATION**

**That the report be received and noted.**

**SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL**

**SECTION B - MATTERS FOR INFORMATION ONLY**

**9 COMMITTEE REPORTS**

Nil

## 10 REPORTS TO COUNCIL

### 10.1 CORRESPONDENCE

**File Number:** C20

**Author:** Marina Colwell-Executive Support Officer

**Authoriser:** Paul Gallagher, General Manager

**Annexures:** Nil

#### CORRESPONDENCE

Each month a list of correspondence is sent out in the Business Paper to Councillors to ensure that they have not missed any information since the last Business Paper was produced.

Date	Information Sent	Author	In	Out	Sent
02/12/24	Media Release – Volunteer Grant	M Coulton	✓	✓	✓
02/12/24	Coulton’s Catch Up – M Coulton MP 2 Dec 24	M Coulton	✓	✓	✓
28/11/2024	Email: advice of successful grant funding apprentices, trainees, and cadets’	General Manager		✓	✓
28/11/2024	Email: confidential information as discussed at the confidential workshop	General Manager		✓	✓
28/11/24	Media release M Coulton MP on Royal Far West	M Coulton	✓	✓	✓
26/11/2024	Email: Two (2) media releases for Feedlot DA and Community Survey	General Manager		✓	✓
26/11/24	Coulton’s Catch Up – M Coulton MP 25 Nov. 2024	M Coulton	✓	✓	✓
20/11/2024	Email: SafeWork Inspectors visit	General Manager		✓	✓
x	Coulton’s Catch Up – M Coulton MP 18 Nov 24	M Coulton	✓	✓	✓
13/11/2024	Email: advice of an accident	General Manager		✓	✓

### RECOMMENDATION

**That the report be received and noted.**



## 10.2 COUNCIL RESOLUTIONS/ACTIONS UPDATE

**File Number:** C17; C20

**Author:** Marina Colwell-Executive Support Officer

**Authoriser:** Paul Gallagher, General Manager

**Annexures:** 1. Resolutions Update book (under separate cover) 

### PURPOSE

The purpose of this report is to enable Council to keep track of important Council resolutions.

### BACKGROUND

Important and significant Council resolutions will be added to the list of items below, and a monthly update on the status will be provided by the responsible officer.

**(a) Relevance to Integrated Planning and Reporting Framework**

Adopted Council resolutions should ideally link in with Council's suite of Integrated Planning and Reporting Framework documents.

**(b) Financial Considerations**

The financial considerations relating to each item mentioned below would have been considered by Council as part of the original report that dealt with the matter.


### COMMENTARY

A table with information about outstanding Council resolutions is attached as Annexure 1 to the report, in the reporting format from Infocouncil:

## RECOMMENDATION

**That Council notes the Council Resolution status (Annexure 1).**

**10.3 STATUS OF INVESTMENTS - NOVEMBER 2024**

**File Number:** Investments General - I5  
**Author:** Imogen Pawley-Finance Assistant  
**Authoriser:** Bruce Quarmby, Director Corporate Services  
**Annexures:** 1. Imperium reports - November [↓](#) 

**PURPOSE**

The purpose of the report is for Councillors to note the status of its investment portfolio.

**BACKGROUND**

**(a) Relevance to Integrated Planning and Reporting Framework**

L1.4.10 Maintain long term financial viability.

**(b) Financial Considerations**

Investment levels and interest rates are currently on par with the revised estimated calculations.

**COMMENTARY**

The format of the report has been configured to demonstrate Council’s compliance with the relevant legislative requirements along with Council’s own adopted Investment Policy.

The attached Investment Report was calculated on 27 November 2024 after all maturing dates for investments had passed.

The total Capital Value of Investments as of 27 November is \$21,250,000. The total amount of investments has decreased by \$1,500,000 since last month.

The main arears of expenditure during the month can be seen in the table below:

<b>Water and Sewer</b>	<b>\$ 91,626.25</b>
<b>Plant</b>	<b>\$ 292,185.05</b>
<ul style="list-style-type: none"> <li>- Robotic Mower</li> <li>- Wheel Loader</li> <li>- Major repairs</li> </ul>	
<b>Insurance Premiums</b>	<b>\$ 318,839.16</b>
<b>Parks and Gardens</b>	<b>\$ 135,962.57</b>
<ul style="list-style-type: none"> <li>- Gulargambone Collabrarium</li> <li>- Pioneer Park Fence project</li> <li>- MacDonald Park Irrigation</li> <li>- Solar lighting Limerick St</li> <li>- Coonamble Pool contract</li> </ul>	
<b>Roads – Repairs, reseals and Flood Damage</b>	<b>\$ 1,012,377.96</b>

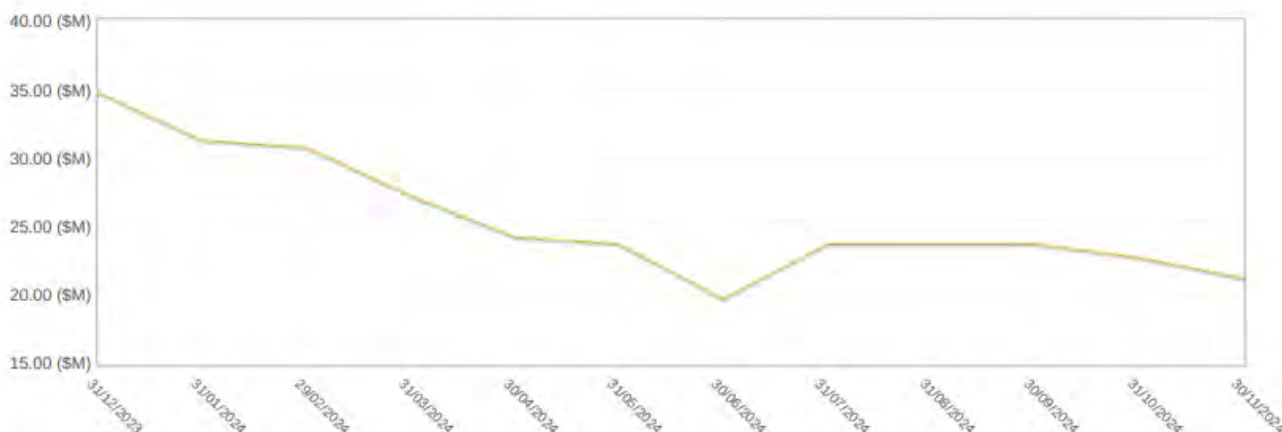
Excess working funds of \$1,000,000 are still available in the online saver account. It is expected that these excess working funds will be required to pay suppliers within the short term and have not been invested to ensure Council has liquid cash for payments when they fall due.

Due to the timing of major invoices that were due and payable in the month of November, Council reduced the investments held to ensure adequate cashflow. This has resulted the counterparty limit held with Nab, to exceed the maximum allowable investment percentage. This will be rectified in early December when maturity dates pass with Nab and investments can be realigned with the investment policy.

Council is still expecting payment of several grants. Once these funds have been received Council anticipates reinvesting in accordance with our Investment Policy.

**Historical Portfolio Balances** as at 30/11/2024

31/12/2023	31/01/2024	29/02/2024	31/03/2024	30/04/2024	31/05/2024	30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024
34.75	31.25	30.75	27.25	24.25	23.75	19.75	23.75	23.75	23.75	22.75	21.25



For a clear view of the above table please view attached imperium report.

**AVAILABLE WORKING FUNDS**

Restricted funds are set aside by Council and external parties for a particular purpose to meet future expenses. Unrestricted funds are available to be used to cover all other expenses of Council.

As per the recently completed 2023/2024 Annual Financial Statement the balance of unrestricted cash has been calculated at \$450,000.

**(a) Governance/Policy Implications**

Monthly financial reporting ensures transparency of financial reporting to enable Councillors to make financially sustainable and accountable decisions.

**(b) Legal Implications**

As the authoriser of the report, Council's responsible accounting officer has certified that all investments continue to be made in accordance with the *Local Government Act 1993, the Regulations* and Council's Investment Policy.

**(c) Social Implications**

Council funds are used to provide services and infrastructure to the community, and, as a result, well managed funds maximise the level of financial resources available to support the community.

**(d) Environmental Implications**

There are no environmental implications arising from this report.

**(e) Economic/Asset Management Implications**

Sound economic management includes maximising Council's return on investment, and this is achieved by closely monitoring investments in line with Council's Investment Policy.

**(f) Risk Implications**

Sound economic management includes maximising Council's return on investment, and this is achieved by closely monitoring all investments in line with Council's Investment Policy.

**CONCLUSION**

Funds have been appropriately restricted to ensure all areas of Council can continue to operate in accordance with both the annual Operational Plan and the Long-Term Financial Plan. Further, all investments are continued to be made in accordance with the requirements of the *Local Government Act 1993, the Regulations* and Council's Investment Policy.

**RECOMMENDATION**

**That Council receives and notes the list of investments from 1 November 2024 to 30 November 2024 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy.**



# Investment Report

01/11/2024 to 30/11/2024



### Portfolio Valuation as at 30/11/2024

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
BOQ	A-2	TD	GENERAL	At Maturity	02/07/2024	02/12/2024	5.2500	1,000,000.00	1,000,000.00	21,863.01	4,315.07
NAB	A-1+	TD	GENERAL	At Maturity	07/12/2023	09/12/2024	5.2500	1,000,000.00	1,000,000.00	51,780.82	4,315.07
NAB	A-1+	TD	GENERAL	At Maturity	02/05/2024	12/12/2024	5.2500	500,000.00	500,000.00	15,318.49	2,157.53
Westpac	A-1+	TD	GENERAL	At Maturity	02/10/2024	02/01/2025	4.9200	1,000,000.00	1,000,000.00	8,087.67	4,043.84
IMB Bank	A-2	FRTD	GENERAL	Quarterly	17/01/2022	16/01/2025	4.8800	1,000,000.00	1,000,000.00	5,481.64	4,010.96
BOQ	A-2	TD	GENERAL	At Maturity	02/07/2024	03/02/2025	5.3500	2,000,000.00	2,000,000.00	44,558.90	8,794.52
NAB	A-1+	TD	GENERAL	At Maturity	06/08/2024	06/02/2025	5.0500	1,000,000.00	1,000,000.00	16,187.67	4,150.68
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	25/02/2025	5.0000	2,000,000.00	2,000,000.00	22,191.78	8,219.18
NAB	A-1+	TD	GENERAL	At Maturity	14/08/2024	14/03/2025	5.0000	1,000,000.00	1,000,000.00	14,931.51	4,109.59
NAB	A-1+	TD	GENERAL	At Maturity	28/08/2024	28/03/2025	5.0000	2,000,000.00	2,000,000.00	26,027.40	8,219.18
Westpac	A-1+	TD	GENERAL	At Maturity	06/11/2024	07/04/2025	5.0300	1,000,000.00	1,000,000.00	3,445.21	3,445.21
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	11/04/2025	5.0000	1,500,000.00	1,500,000.00	16,643.84	6,164.38
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	04/11/2024	05/05/2025	4.8700	2,000,000.00	2,000,000.00	7,204.93	7,204.93
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2024	24/10/2025	5.1000	1,000,000.00	1,000,000.00	5,309.59	4,191.78
Westpac	A-1+	TD	GENERAL	At Maturity	28/10/2024	28/10/2025	5.0700	1,000,000.00	1,000,000.00	4,722.74	4,167.12
Westpac	A-1+	TD	GENERAL	At Maturity	04/11/2024	04/11/2025	5.0900	1,000,000.00	1,000,000.00	3,765.21	3,765.21
Unity Bank	Unrated	TD	GENERAL	At Maturity	18/11/2024	18/11/2025	5.0000	250,000.00	250,000.00	445.21	445.21
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	06/08/2024	06/08/2026	4.9700	1,000,000.00	1,000,000.00	3,404.11	3,404.11
<b>TOTALS</b>								<b>21,250,000.00</b>	<b>21,250,000.00</b>	<b>271,369.73</b>	<b>85,123.56</b>





## Portfolio by Asset as at 30/11/2024

### Asset Type: TD

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
BOQ	A-2	TD	GENERAL	At Maturity	02/07/2024	02/12/2024	5.2500	1,000,000.00	1,000,000.00	21,863.01	4,315.07
NAB	A-1+	TD	GENERAL	At Maturity	07/12/2023	09/12/2024	5.2500	1,000,000.00	1,000,000.00	51,780.82	4,315.07
NAB	A-1+	TD	GENERAL	At Maturity	02/05/2024	12/12/2024	5.2500	500,000.00	500,000.00	15,318.49	2,157.53
Westpac	A-1+	TD	GENERAL	At Maturity	02/10/2024	02/01/2025	4.9200	1,000,000.00	1,000,000.00	8,087.67	4,043.84
BOQ	A-2	TD	GENERAL	At Maturity	02/07/2024	03/02/2025	5.3500	2,000,000.00	2,000,000.00	44,558.90	8,794.52
NAB	A-1+	TD	GENERAL	At Maturity	06/08/2024	06/02/2025	5.0500	1,000,000.00	1,000,000.00	16,187.67	4,150.68
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	25/02/2025	5.0000	2,000,000.00	2,000,000.00	22,191.78	8,219.18
NAB	A-1+	TD	GENERAL	At Maturity	14/08/2024	14/03/2025	5.0000	1,000,000.00	1,000,000.00	14,931.51	4,109.59
NAB	A-1+	TD	GENERAL	At Maturity	28/08/2024	28/03/2025	5.0000	2,000,000.00	2,000,000.00	26,027.40	8,219.18
Westpac	A-1+	TD	GENERAL	At Maturity	06/11/2024	07/04/2025	5.0300	1,000,000.00	1,000,000.00	3,445.21	3,445.21
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	11/04/2025	5.0000	1,500,000.00	1,500,000.00	16,643.84	6,164.38
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	04/11/2024	05/05/2025	4.8700	2,000,000.00	2,000,000.00	7,204.93	7,204.93
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2024	24/10/2025	5.1000	1,000,000.00	1,000,000.00	5,309.59	4,191.78
Westpac	A-1+	TD	GENERAL	At Maturity	28/10/2024	28/10/2025	5.0700	1,000,000.00	1,000,000.00	4,722.74	4,167.12
Westpac	A-1+	TD	GENERAL	At Maturity	04/11/2024	04/11/2025	5.0900	1,000,000.00	1,000,000.00	3,765.21	3,765.21
Unity Bank	Unrated	TD	GENERAL	At Maturity	18/11/2024	18/11/2025	5.0000	250,000.00	250,000.00	445.21	445.21
<b>TD SUBTOTALS</b>								<b>19,250,000.00</b>	<b>19,250,000.00</b>	<b>262,483.97</b>	<b>77,708.49</b>



**Asset Type: FRTD**

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
IMB Bank	A-2	FRTD	GENERAL	Quarterly	17/01/2022	16/01/2025	4.8800	1,000,000.00	1,000,000.00	5,481.64	4,010.96
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	06/08/2024	06/08/2026	4.9700	1,000,000.00	1,000,000.00	3,404.11	3,404.11
<b>FRTD SUBTOTALS</b>								<b>2,000,000.00</b>	<b>2,000,000.00</b>	<b>8,885.75</b>	<b>7,415.07</b>



**Portfolio by Asset Totals** as at 30/11/2024

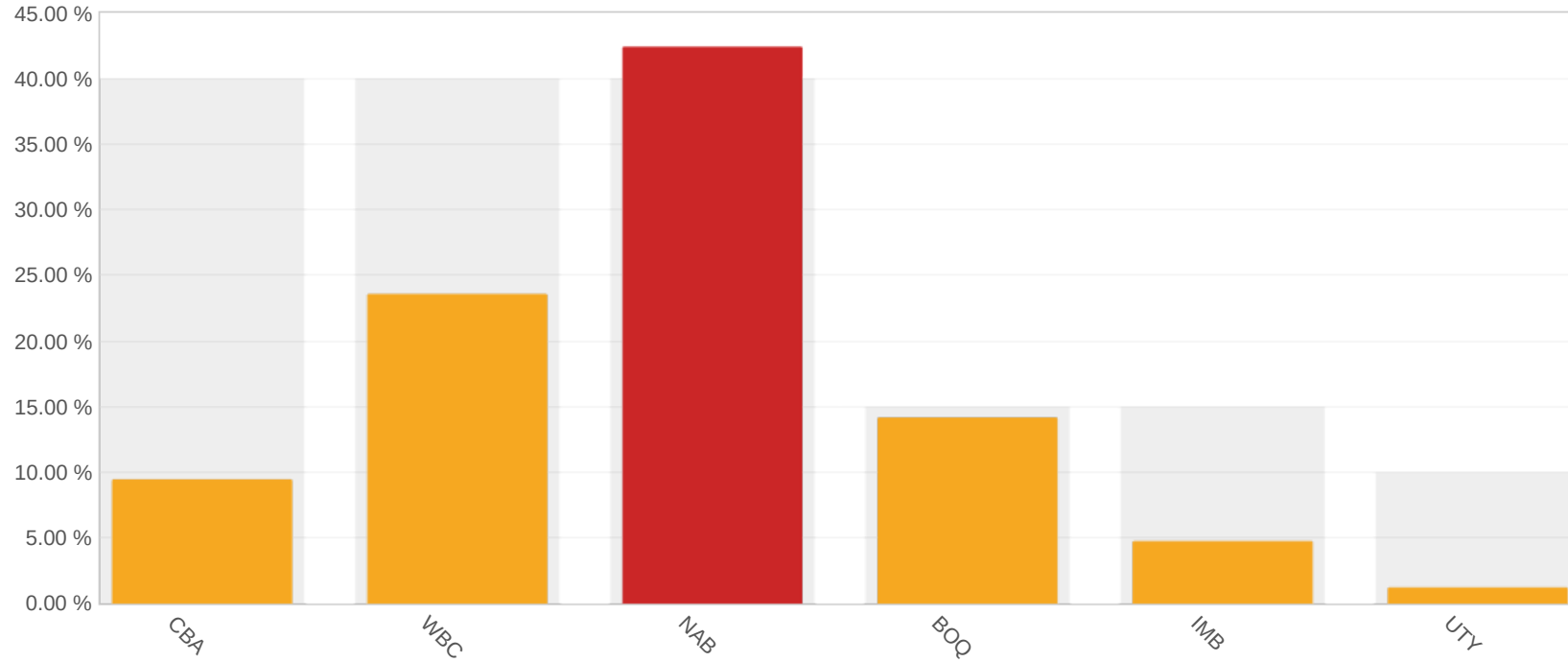
Type	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
TD	19,250,000.00	19,250,000.00	262,483.97	77,708.49
FRTD	2,000,000.00	2,000,000.00	8,885.75	7,415.07
<b>TOTALS</b>	<b>21,250,000.00</b>	<b>21,250,000.00</b>	<b>271,369.73</b>	<b>85,123.56</b>

## Counterparty Compliance as at 30/11/2024

### Short Term Investments

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✓	Commonwealth Bank	Short	A-1+	2,000,000.00	9.41	40.00	-	6,500,000.00
✓	Westpac	Short	A-1+	5,000,000.00	23.53	40.00	-	3,500,000.00
✗	NAB	Short	A-1+	9,000,000.00	42.35	40.00	-	-500,000.00
✓	BOQ	Short	A-2	3,000,000.00	14.12	15.00	-	187,500.00
✓	IMB Bank	Short	A-2	1,000,000.00	4.71	15.00	-	2,187,500.00
✓	Unity Bank	Short	Unrated	250,000.00	1.18	10.00	-	1,875,000.00
<b>TOTALS</b>				<b>20,250,000.00</b>	<b>95.29</b>			

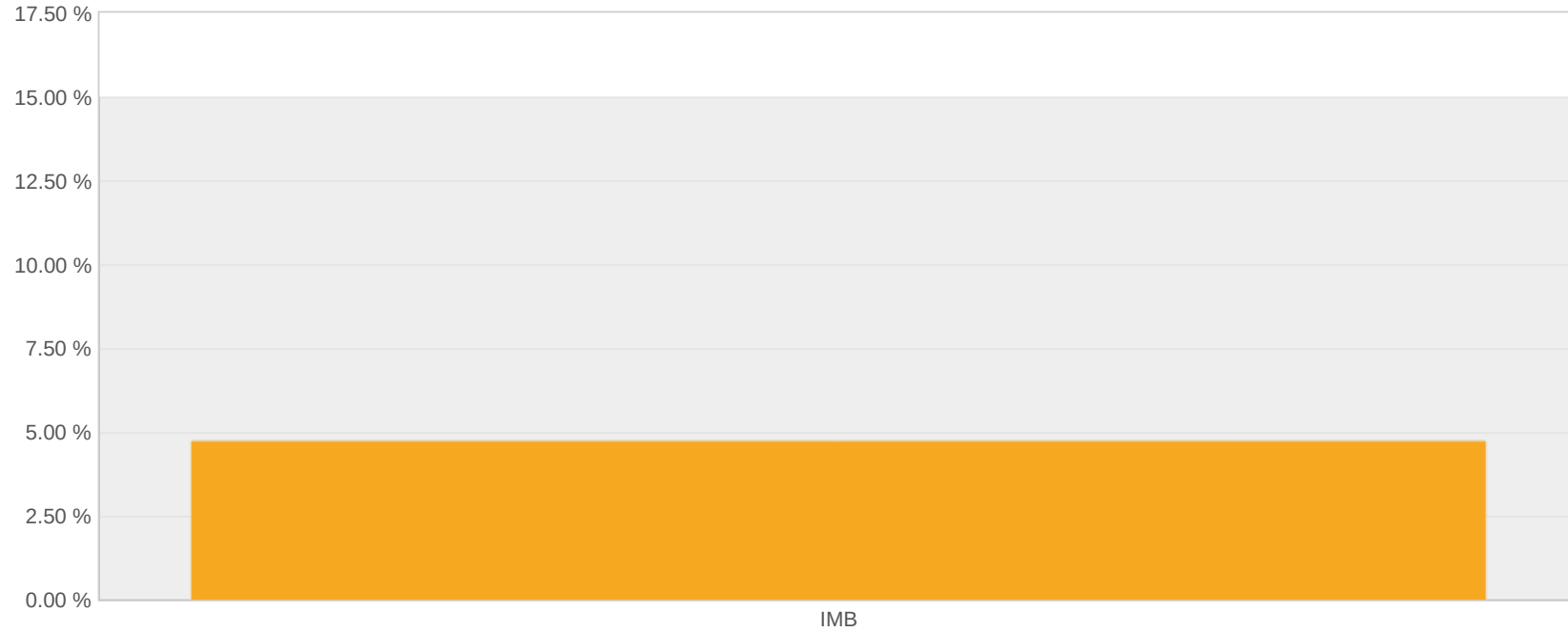
**Counterparty Compliance - Short Term Investments**



**Long Term Investments**

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✓	IMB Bank	Long	BBB+	1,000,000.00	4.71	15.00	-	2,187,500.00
<b>TOTALS</b>				<b>1,000,000.00</b>	<b>4.71</b>			

**Counterparty Compliance - Long Term Investments**

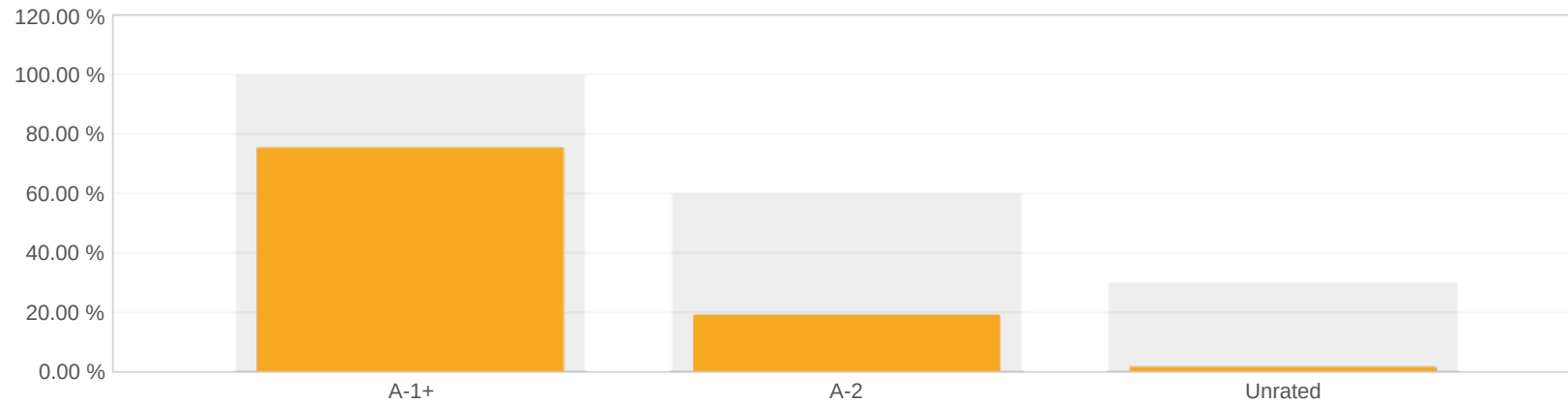


### Credit Quality Compliance as at 30/11/2024

#### Short Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✓	A-1+	16,000,000.00	75.29	100.00	5,250,000.00
✓	A-2	4,000,000.00	18.82	60.00	8,750,000.00
✓	Unrated	250,000.00	1.18	30.00	6,125,000.00
<b>TOTALS</b>		<b>20,250,000.00</b>	<b>95.29</b>		

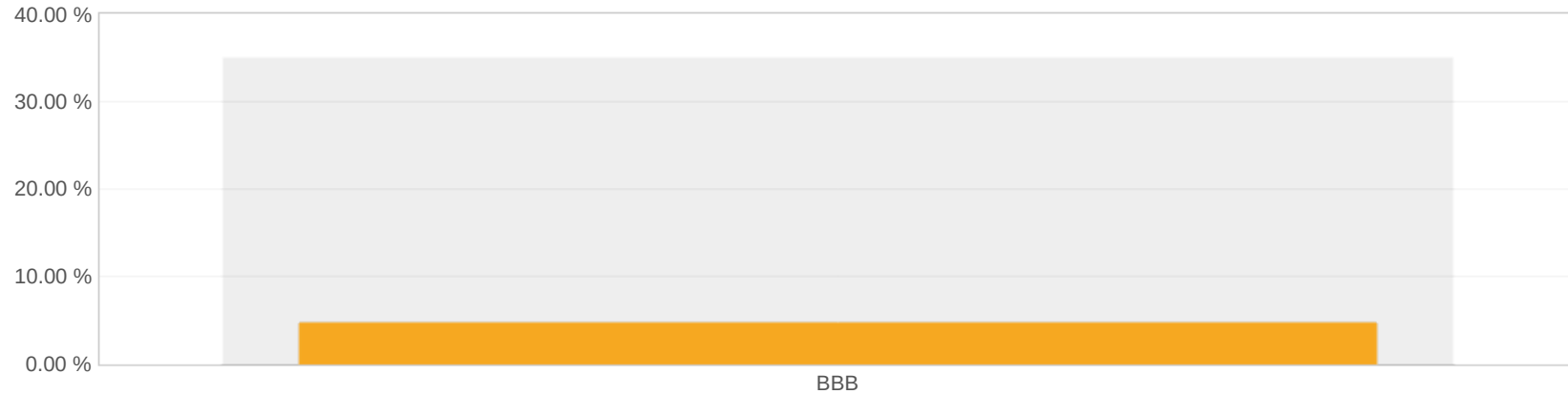
#### Credit Quality Compliance - Short Term Investments



**Long Term Investments**

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✓	BBB	1,000,000.00	4.71	35.00	6,437,500.00
<b>TOTALS</b>		<b>1,000,000.00</b>	<b>4.71</b>		

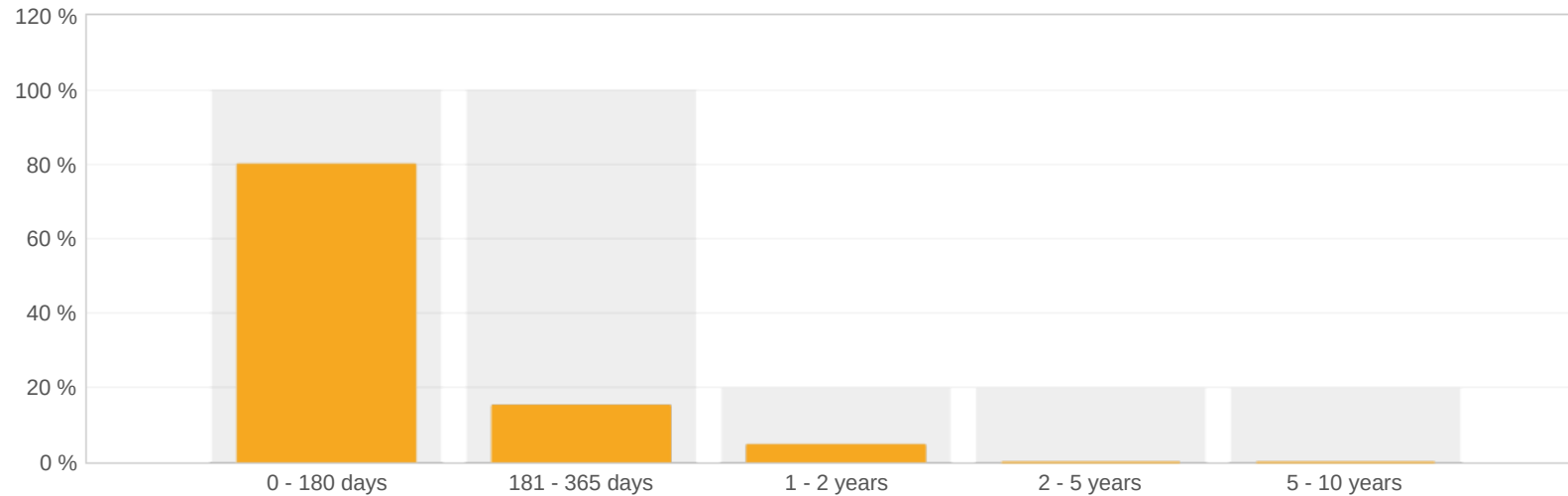
**Credit Quality Compliance - Long Term Investments**



**Maturity Compliance** as at 30/11/2024

Compliant	Term	Invested (\$)	Invested (%)	Min Limit (%)	Max Limit (%)	Available (\$)
✓	0 - 180 days	17,000,000.00	80.00	0.00	100.00	4,250,000.00
✓	181 - 365 days	3,250,000.00	15.29	0.00	100.00	18,000,000.00
✓	1 - 2 years	1,000,000.00	4.71	0.00	20.00	3,250,000.00
✓	2 - 5 years	-	0.00	0.00	20.00	4,250,000.00
✓	5 - 10 years	-	0.00	0.00	20.00	4,250,000.00
<b>TOTALS</b>		<b>21,250,000.00</b>	<b>100.00</b>			

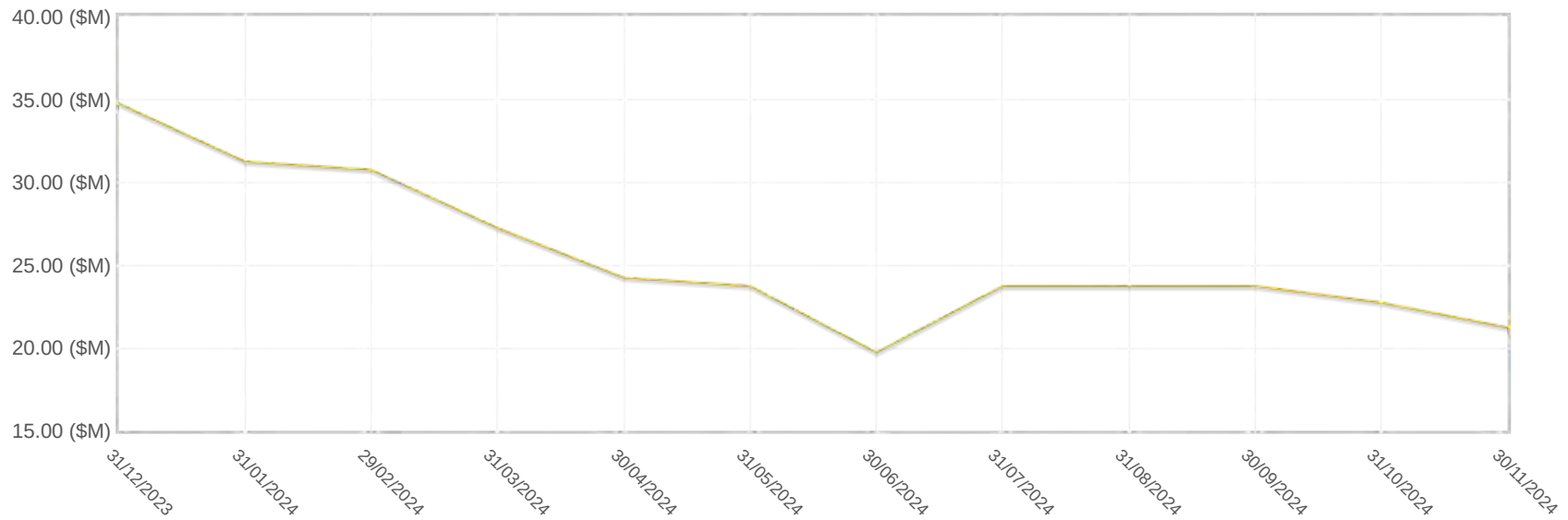
**Maturity Compliance**





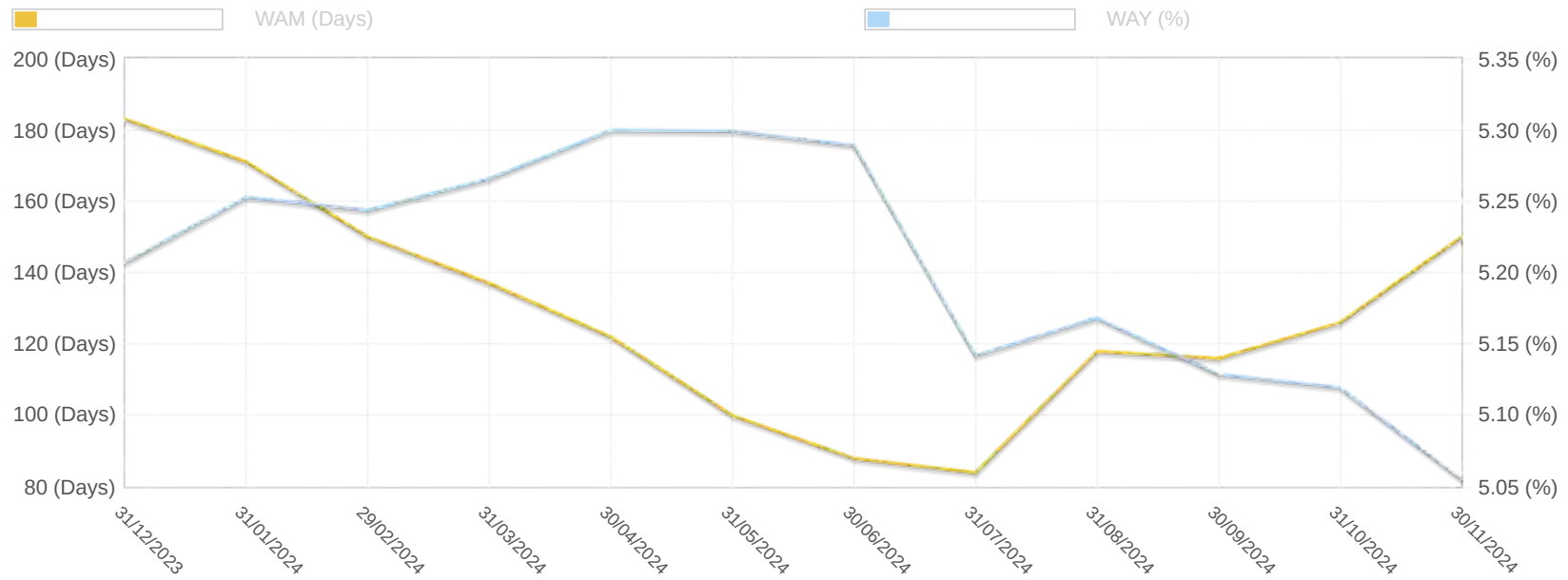
**Historical Portfolio Balances** as at 30/11/2024

31/12/2023	31/01/2024	29/02/2024	31/03/2024	30/04/2024	31/05/2024	30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024
34.75	31.25	30.75	27.25	24.25	23.75	19.75	23.75	23.75	23.75	22.75	21.25



**Historical Ratios** as at 30/11/2024

	31/12/2023	31/01/2024	29/02/2024	31/03/2024	30/04/2024	31/05/2024	30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024
WAM (Days)	183	171	150	137	122	100	88	84	118	116	126	150
WAY (%)	5.2072	5.2530	5.2438	5.2659	5.2997	5.2990	5.2892	5.1420	5.1684	5.1288	5.1196	5.0553



**10.4 RATES AND CHARGES COLLECTIONS - NOVEMBER 2024**

**File Number:** Rates - General - R4  
**Author:** Kylie Fletcher, Revenue Officer  
**Authoriser:** Bruce Quarmby, Director Corporate Services  
**Annexures:** Nil

**PURPOSE**

The purpose of this report is for Council to be updated with the most recent information pertaining to its rates and charges collections – as applicable to the month of November 2024.

**BACKGROUND**

**(a) Relevance to Integrated Planning and Reporting Framework**

The annual rate charges are set out within Council’s 2024 / 25 Operational Plan.

**(b) Financial Considerations**

The annual rate charges are set out within Council’s 2024 / 25 Operational Plan.

	29 November 2024	30 November 2023
Rates and Charges	\$5,408,816.42	\$4,586,031.85
Water Consumption	\$213,533.11	\$496,324.38
<b>Total</b>	<b>\$5,622,349.53</b>	<b>\$5,082,356.23</b>

**COMMENTARY**

**Rates and Charges**

	29 November 2024	30 November 2023
Rates and charges in arrears as at 30 June 2024	\$1,431,587.79	\$1,173,804.02
Rates/charges levied & adjustments for 2024/25	\$8,567,941.46	\$7,960,344.19
Pension Concession	-\$99,409.07	-\$103,195.74
Amounts collected as at 29 November 2024	-\$4,491,303.76	-\$4,444,920.62
<b>Total Rates and Charges to be Collected</b>	<b>\$5,408,816.42</b>	<b>\$4,586,031.85</b>

The amount levied for rates and charges for 2024 / 25 includes the current year’s annual rates and charges and any interest added since the date the rates notices were issued. The amount received as of 29 November 2024 includes receipts for both arrears and the current year’s amounts outstanding.

It should be noted that the rates and charges 2024 / 25 levied amount is reduced by the pensioner concession of \$99,409.07; reducing the amount of income derived

from these rates and charges. Of this concession, Council’s contribution is 45%, which represents an amount of \$44,734.08.

The rates and charges as of 29 November 2024 represent 54.09% of the total annual rates and charges levied and outstanding (compared with 50.21% on 30 November 2023).

**Water Consumption Charges**

	29 November 2024	30 November 2023
Water Consumption Charges and arrears as at 30 June 2024	\$621,860.35	\$393,023.85
Water Consumption charges & adjustments 2024 / 25 year to date	\$-17,042.97	\$605,725.33
Amounts collected as at 29 November 2024	<b>-\$391,284.27</b>	<b>-\$502,424.80</b>
<b>Total Water Consumption Charges to be Collected</b>	<b>\$213,533.11</b>	<b>\$496,324.38</b>

The water consumption charges as of 29 November 2024 represents 35.31% of the total water consumption charges outstanding (compared to 49.69% on 30 November 2023). Council will note the main variation between the two financial years is the difference in the water consumption charges levied, i.e. for this financial year being the 2024/25 financial year, Council is yet to generate user pays water accounts.

For Council’s information at the time of writing this report, the previously reported issue that has impacted the levying of the fourth quarter user pays water accounts for 230 assessments has been rectified and the accounts have been reissued. A letter which outlines why Council has taken the course of action that it has, along with an apology for the inconvenience that the delay in the reissue of the account may have caused has been included with the account.

Now that the issue with the fourth quarter has been addressed, the process for the completion of the levying of the first and second quarter user pays water can be undertaken.

**Debt Recovery Agency**

During November 2024 Council staff have continued to liaise with Council’s debt recovery agency with a view to continuing Council’s process outlined within Council adopted Debt recovery policy.

**(a) Governance/Policy Implications**

Council staff comply with the directions provided by Council’s suite of policies that govern this function of Council.

**(b) Legal Implications**

The collection of rates and water charges does impact on the community. For this reason, Council is always willing to negotiate payment terms with outstanding debtors. Debtors are afforded several opportunities to contact Council regarding these matters.

**(c) Social Implications**

The collection of rates and water charges does impact on the community. For this reason, Council is always willing to negotiate payment terms with outstanding debtors. Debtors are afforded several opportunities to contact Council regarding these matters.

**(d) Environmental Implications**

There are no direct environmental implications arising from this report. However, it needs to be acknowledged that the additional increase in the cost of living could have an impact on Council's ability to collect its rates and charges.

**(e) Economic/Asset Management Implications**

If Council's rates and charges collection fall behind, it will have an impact on Council's ongoing ability to meet its operational costs and making adequate funding available for necessary asset maintenance and renewal projects.

**(f) Risk Implications**

As was stated above, the increase in living expenses, has impacted on Council's ability to collect its rates and charges as demonstrated by the increase in Council rates, annual charges, interest, and extra charges outstanding percentage. Strategies have been put in place to mitigate the risk of the further deterioration of this ratio. Council has been working closely with its Debt Collection agency to reduce the amount of debt outstanding from rates and water charges.

**CONCLUSION**

The rates and charges as of 29 November 2024 represent 54.09% of the total annual rates and charges levied and outstanding from previous years by Council (compared with 50.21% on 30 November 2023).

The water consumption charges as of 29 November 2024 represent 35.31% of the total water consumption charges outstanding from previous years (compared to 49.69% on 30 November 2023).

**RECOMMENDATION**

**That Council receives and notes the information provided in the rates and charges collections report.**

## 10.5 PRESENTATION OF FINANCIAL STATEMENTS AND AUDIT REPORTS FOR THE YEAR ENDED 30 JUNE 2024

**File Number:** Financial Statements F2-1

**Author:** Bruce Quarmby, Director Corporate Services

**Authoriser:** Paul Gallagher, General Manager

**Annexures:** 1. 2023-2024 Annual Financial Statements. (under separate cover) 

### PURPOSE

The purpose of this report is to present to Council the audited Financial Statements for the year ended 30 June 2024, in accordance with the provisions of Section 418 of the *Local Government Act 1993* (the Act).

### BACKGROUND

The Audit Office of NSW has completed their audit of Council's financial records for the year ended 30 June 2024 and provided their report to Council on 31 October 2024. The Act contains specific requirements to be followed in relation to the presentation of Council's statutory Financial Statements. In summary the procedures are listed below:

1. As soon as practical after receiving the Auditor's Report, Council must forward a copy of the audited Financial Statements to the **Office of Local Government (OLG)**. These documents were forwarded on 31 October 2024.
2. A public notice must be provided of Council's intention to present its audited Financial Statements. A public notice was prepared in the prescribed format, which was published on Council's website on 8 November 2024, with a public notice published in the Coonamble Times on the 13 November 2024.
3. Anyone can make written submissions to Council regarding its audited Financial Statements or Auditor's Reports for a period of seven (7) days after the reports have been presented to Council.

#### (a) Relevance to Integrated Planning and Reporting Framework

L1.4.4 Governance is open and transparent.

The Financial Statements will also form part of Council's Annual Report, which a requirement of the Integrated Planning and Reporting Framework.

#### (b) Financial Considerations

Council's net operating result for the 2023/24 financial year was a surplus of \$11.089 million; with this number including the effects of depreciation and amortisation expense of \$7.669 million.

Council will also note that the net operating result before grants and contributions provided for capital purposes, was also a surplus of \$2.185 million. It is this result which the Office of Local Government (OLG) uses when determining the key performance indicator of the "Operating Performance Ratio".

The decline in the 2023/24 net operating result when compared to the previous year is mainly attributable to the following reasons:

- A 13.45% increase in Depreciation expenditure.
- A 16.99% increase in Employee benefits and on-costs.
- A 53.95% increase in Interest and investment income.
- Council's Quarry operations recording a deficit result.

**COMMENTARY**

According to the Auditor’s Report, Council’s accounting records have been kept in accordance with relevant legislation and accounting policies.

As mentioned above the 2023/24 operational result was \$11.089 million – with the individual fund results represented by the fund income statement below.

**D1-1 Income Statement by fund**

	General 2024 \$ '000	Water 2024 \$ '000	Sewer 2024 \$ '000
<b>Income from continuing operations</b>			
Rates and annual charges	5,648	920	950
User charges and fees	6,215	936	168
Interest and investment revenue	1,240	233	322
Other revenues	1,006	81	10
Grants and contributions provided for operating purposes	13,409	50	–
Grants and contributions provided for capital purposes	8,842	55	7
Net gains from disposal of assets	835	–	–
Other income	82	–	–
<b>Total income from continuing operations</b>	<b>37,277</b>	<b>2,275</b>	<b>1,457</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	9,343	78	107
Materials and services	9,821	1,120	728
Borrowing costs	25	–	–
Depreciation, amortisation and impairment of non-financial assets	6,807	462	400
Other expenses	1,029	–	–
<b>Total expenses from continuing operations</b>	<b>27,025</b>	<b>1,660</b>	<b>1,235</b>
<b>Operating result from continuing operations</b>	<b>10,252</b>	<b>615</b>	<b>222</b>
<b>Net operating result for the year</b>	<b>10,252</b>	<b>615</b>	<b>222</b>
<b>Net operating result attributable to each council fund</b>	10,252	615	222
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>1,410</b>	<b>560</b>	<b>215</b>

It should be noted that all three (3) of Council’s funds achieved a surplus net operating result for the year before grants and contributions provided for capital purposes.

In measuring Council’s financial performance against the key performance indicators, it performed well, with four (4) of the six (6) ratios for the 2023/2024 financial year exceeding the benchmarks as set by the OLG. The two (2) ratios to which Council did not meet the OLG key performance indicators were its “Own source operating ratio” and its “Rates and annual charges outstanding percentage.”

In reviewing why Council failed to achieve the benchmark for its “Rates and annual charges outstanding percentage” ratio, two main factors have impacted on the performance of this ratio. The first being the flow on effect from the short term

“amnesty” provisions added by the State Government during the Covid 19 pandemic, coupled with resourcing challenges faced throughout the previous financial year.

In reviewing why Council’s “Own source operating revenue ratio” was not satisfied, it is predominately due to fact that Council received significant additional income in the form of Government grants and contributions. The following six graphs represent Council’s performance against the key OLG performance indicators.

**1. Operating performance ratio**



**Purpose of operating performance ratio**

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

**Commentary on 2023/24 result**

2023/24 ratio 4.27%

Council’s Operating performance ratio exceeds the industry benchmark.

Benchmark: — > 0.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

**2. Own source operating revenue ratio**



**Purpose of own source operating revenue ratio**

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

**Commentary on 2023/24 result**

2023/24 ratio 44.32%

During the 2023/2024 financial year, Council received significant additional income in the form of Government grants and contributions. It is through the receipt of these additional funds that Council’s 2023/2024 result does not meet the industry benchmark of 60%.

Benchmark: — > 60.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

**3. Unrestricted current ratio**



**Purpose of unrestricted current ratio**

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

**Commentary on 2023/24 result**

2023/24 ratio 5.37x

Whilst Council’s Unrestricted current ratio has declined from the prior year, it should be noted that it still exceeds the industry benchmark of 1.5. This indicates that Council has the capability to satisfy its debts as and when they fall due.

Benchmark: — > 1.50x

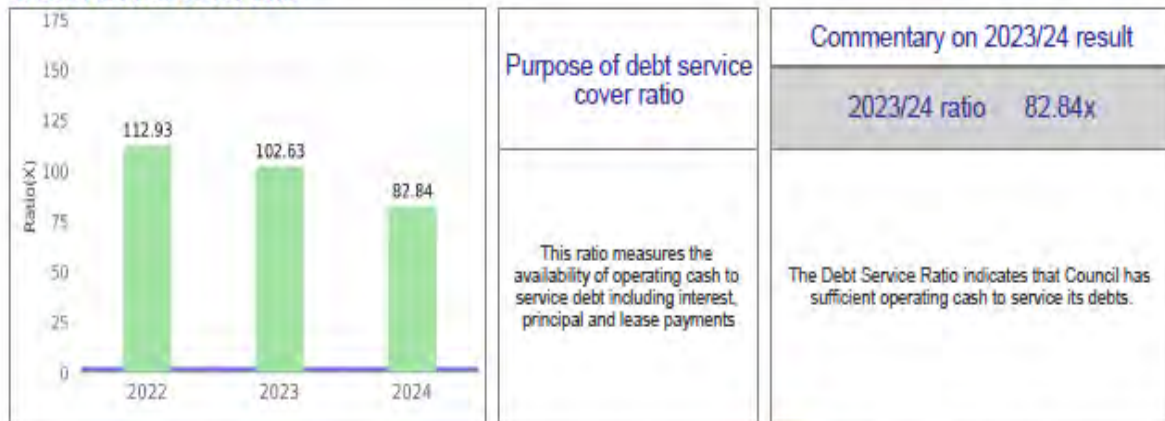
Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark



**4. Debt service cover ratio**



**Purpose of debt service cover ratio**

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

**Commentary on 2023/24 result**

2023/24 ratio 82.84x

The Debt Service Ratio indicates that Council has sufficient operating cash to service its debts.

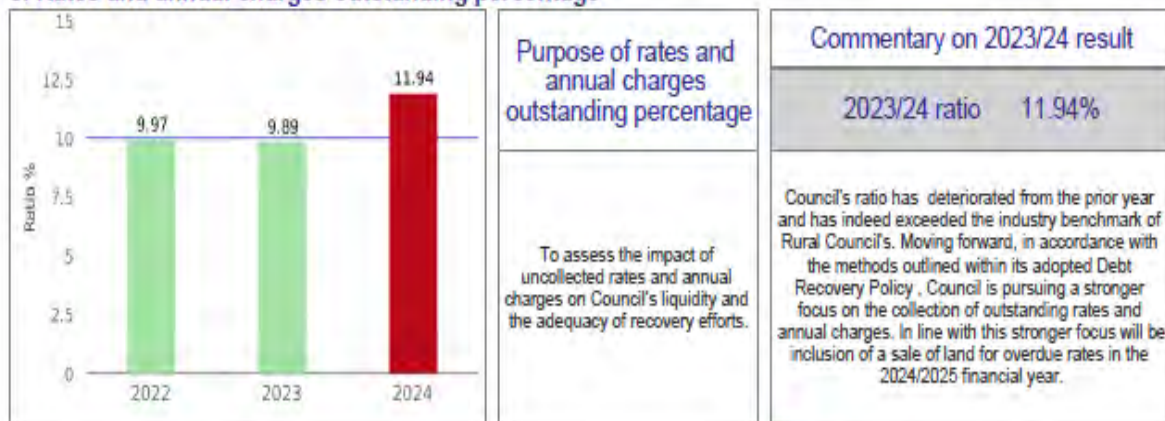
Benchmark: — > 2.00x

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

**5. Rates and annual charges outstanding percentage**



**Purpose of rates and annual charges outstanding percentage**

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

**Commentary on 2023/24 result**

2023/24 ratio 11.94%

Council's ratio has deteriorated from the prior year and has indeed exceeded the industry benchmark of Rural Councils. Moving forward, in accordance with the methods outlined within its adopted Debt Recovery Policy, Council is pursuing a stronger focus on the collection of outstanding rates and annual charges. In line with this stronger focus will be inclusion of a sale of land for overdue rates in the 2024/2025 financial year.

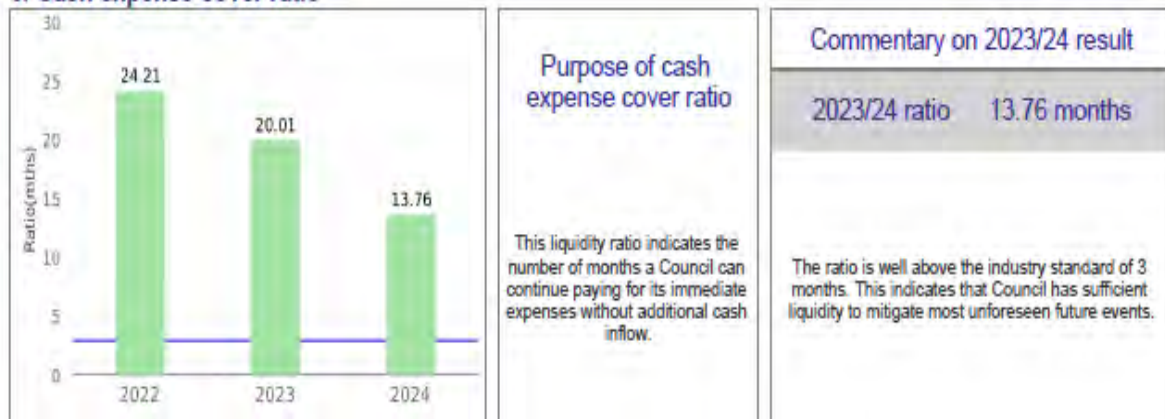
Benchmark: — < 10.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

**6. Cash expense cover ratio**



**Purpose of cash expense cover ratio**

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

**Commentary on 2023/24 result**

2023/24 ratio 13.76 months

The ratio is well above the industry standard of 3 months. This indicates that Council has sufficient liquidity to mitigate most unforeseen future events.

Benchmark: — > 3.00months

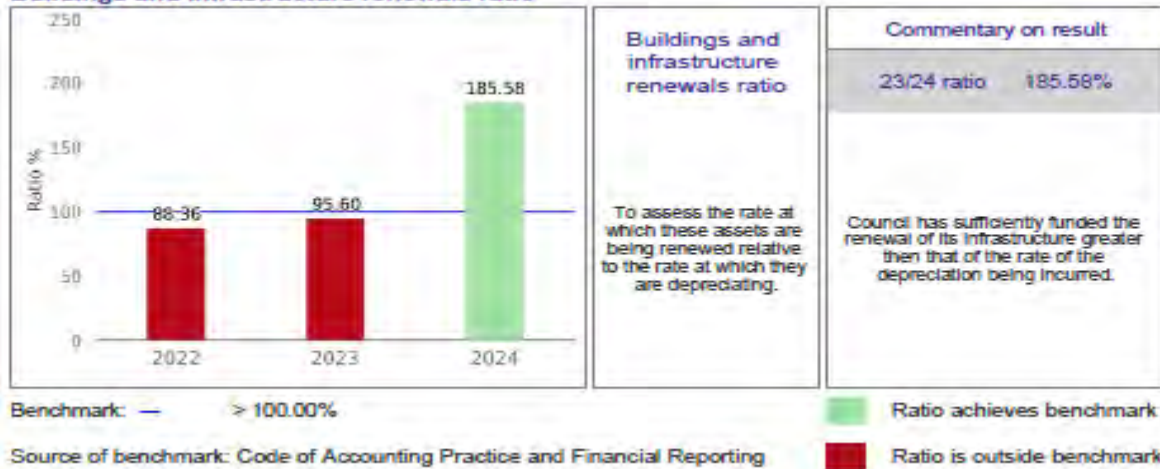
Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

In reviewing Council’s performance against the key performance ratios for infrastructure assets (referring to Special Schedule Seven (7), an unaudited part of the Financial Statements), Council performance is represented by the graphs below.

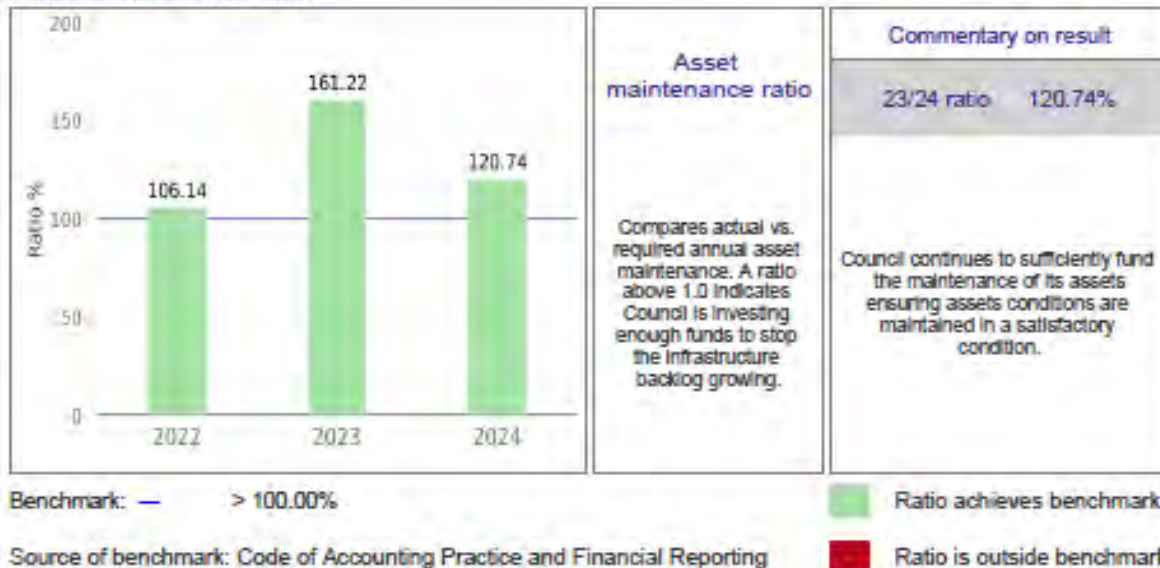
**Buildings and infrastructure renewals ratio**



Council will note that the result in this ratio for 2023/2024 which is above the benchmark as set by the OLG. The improvement in this ratio is due to the delivery of Council and grant funded renewals of its infrastructure.

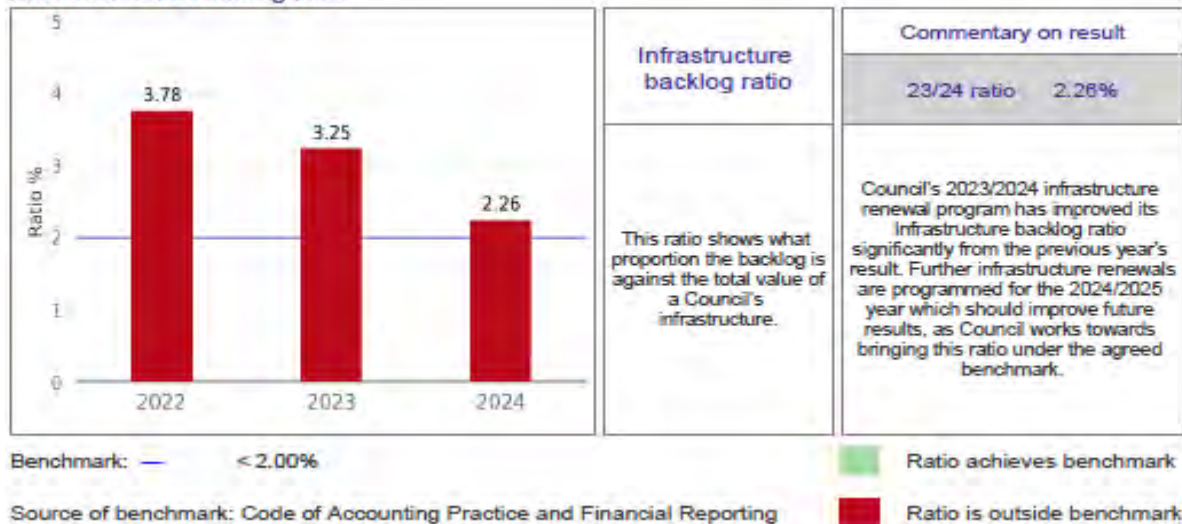
Council will also note, that for the 2023/2024 financial year that it exceeded the Asset maintenance ratio as shown in the graph below.

**Asset maintenance ratio**



Regarding Council’s “Infrastructure Backlog Ratio” of 2.26%, this ratio has remained above the benchmark of 2%. Council will note the significant progress that has been in addressing this ratio, with ratio improving from 3.25% to 2.26%.

**Infrastructure backlog ratio**



The remaining ratio is cost to bring assets to agreed service level.

**Cost to bring assets to agreed service level**



With regards to the receipt of submissions on the presentation of the Annual Financial Statements, Council is advised at the time of writing this report, no written submission have been received by Council. Should any submission be received prior to the completion of the exhibition period, these will be reported to Council at its February 2025 Council meeting.

**(a) Governance/Policy Implications**

There are no governance or policy implications arising directly from this report.

**(b) Legal Implications**

Section 418 of the Act (**Public notice to be given of presentation of financial reports**) requires all Councils in NSW to give public notice of the presentation of Annual Financial Reports.

Section 419 of the Act (**Presentation of council's financial reports**) requires the following:

1. A council must present its audited financial reports, together with the auditor's reports, at a meeting of the council held on the date fixed for the meeting.

2. *The council's auditor may attend the meeting at which the financial reports are presented. A council's auditor who carries out the functions of the auditor under an appointment by the Auditor-General must attend the meeting at which the financial reports are presented if the council gives not less than seven (7) days' notice in writing that it requires the auditor to do so.*

Section 420 of the *Local Government Act 1993* (**Submission of financial reports and auditor's reports**) requires the following:

1. *Any person may make submissions to the council with respect to the council's audited financial reports or with respect to the auditor's reports.*
2. *A submission must be in writing and must be lodged with the council within seven (7) days after the date on which those reports are presented to the public.*
3. *The council must ensure that copies of all submissions received by it are referred to the auditor.*
4. *The council may take such action as it considers appropriate with respect to any such submission, including the giving of notice to the Departmental Chief Executive of any matter that appears to require amendment of the council's financial reports.*

**(c) Social Implications**

There are no social implications arising directly from this report.

**(d) Environmental Implications**

There are no environmental implications arising directly from this report.

**(e) Economic/Asset Management Implications**

Whilst Council has made progress in sufficiently funding the maintenance renewal of its infrastructure assets, the report highlights that further progress is still required to ensure that Council continues the positive direction in achieving the Office of Local Government benchmark of 2.00%.

**(f) Risk Implications**

The key element of risk associated with this report is Council's performance in the 2023/2024 financial year against several key performance indicators as set by the OLG. Council will need to monitor and review its operations and performance against these key ratios moving forward to ensure it improves its results moving forward.

## **CONCLUSION**

Council's Financial Statements and the associated key financial performance indicators for the year ended 30 June 2024 reveal that overall, it remains in a strong financial position. Council's 2023/2024 net operating result for the year, before grants and contributions provided for capital purposes, was a surplus of \$2.185 million.

Moving forward, it is imperative that Council monitors and reviews both its current and long-term plans to ensure that it meets or is working towards satisfying all the key financial performance indicators as set by the Office of Local Government. However, the key performance indicator “Infrastructure Backlog Ratio” may take a few years to bring back under the set benchmark.

### **RECOMMENDATION**

**That Council note the tabling of the presentation and tabling of its Auditors Report and Financial Reports for the year ended 30 June 2024.**

**10.6 ANNUAL CODE OF CONDUCT COMPLAINTS STATISTICS****File Number: A-3-6****Author: Jenni Maundrell-Executive Manager Corporate Governance****Authoriser: Paul Gallagher, General Manager****Annexures: 1. Code of Conduct Complaints Statistics Report 2023-24  
(under separate cover) ****PURPOSE**

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

**BACKGROUND**

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

**(a) Relevance to Integrated Planning and Reporting Framework**

CSP Goal 15: Our community believes in the integrity of Council's decision.

**(b) Financial Considerations**

There are no financial considerations arising from this report.

**COMMENTARY**

The OLG has provided a template for reporting of statistics. The report for the required period is provided as an attachment.

The report indicates there were no complaints received and/or finalised in the period 1 September 2023 to 31 August 2024.

**(a) Governance/Policy Implications**

The production of this report meets Council's obligations and ensures that governance complies with Council's policy requirements.

**(b) Legal Implications**

Council has obligations under the *Local Government Act 1993* in respect of code of conduct complaints and associated reporting requirements.

**(c) Social Implications**

While there are no social implications associated with this report, making the annual code of conduct complaints report demonstrates openness and transparency in its operations.

**(d) Environmental Implications**

There are no environmental implications arising from this report.

**(e) Economic/Asset Management Implications**

There are no economic/asset management implications arising from this report.

**(f) Risk Implications**

This report is inherently low risk; however, if Council were to be non-compliant with the requirement to produce this report, that operation would be outside of Council's risk appetite.

**CONCLUSION**

The 1 September 2023 to 31 August 2024 reporting period included zero (0) code of conduct complaints received relating to a councillor or the General Manager.

The code of conduct complaints statistics report has been submitted to the Office of Local Government.

**RECOMMENDATION**

**That Council notes the annual Code of Conduct Complaints Statistics Report for the period 1 September 2023 to 31 August 2024.**

## 10.7 ANNUAL REPORT

**File Number:** C7

**Author:** Jenni Maundrell-Executive Manager Corporate Governance

**Authoriser:** Paul Gallagher, General Manager

**Annexures:** 1. **2023-2024 Coonamble Shire Annual Report (under separate cover)** 

### PURPOSE

To present Council with the 2023/24 Annual Report, which includes the State of our Shire Report 2024.

### BACKGROUND

The Annual Report and State of our Shire Report have been prepared in accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2021*.

**(a) Relevance to Integrated Planning and Reporting Framework**

The Annual Report and attached State of our Shire Report are required as part of Council's Integrated Planning and Reporting Framework.

**(b) Financial Considerations**

The reports present information on Council's financial position; however, there are no direct financial considerations arising from this report.

### COMMENTARY

The Annual Report details Council's achievements progress made in the financial year 2023/24 against the Coonamble Shire Community Strategic Plan 2022-2032 (the CSP). Meanwhile, the State of our Shire Report details Council's achievements and progress made against the CSP during the term of Council, January 2022-September 2024.

The CSP was structured around five themes:

- Our people
- Our economy
- Our environment
- Our infrastructure
- Our leadership

For each theme, the State of our Shire report indicates what achievements have been made. The overall report indicates the next steps and challenges faced by Council and the community.

**(a) Governance/Policy Implications**

The incoming Council is presented with the State of our Shire report, which is an attachment to the Annual Report.



**(b) Legal Implications**

The incoming Council must be presented with the State of our Shire report and use the information to help decide whether they will roll the existing CSP forward or develop a new one.

A CSP is a mandatory planning and reporting obligation.

**(c) Social Implications**

The CSP outlined strategies to achieve goals across the quadruple bottom line including social outcomes under theme areas including 'Our People'.

In terms of social implications, the State of our Shire report demonstrates which targets have been met during the last term of Council.

**(d) Environmental Implications**

The CSP outlined strategies to achieve goals across the quadruple bottom line including social outcomes under theme areas including 'Our Environment'.

In terms of environmental implications, the State of our Shire report demonstrates which targets have been met during the last term of Council.

**(e) Economic/Asset Management Implications**

The CSP outlined strategies to achieve goals across the quadruple bottom line including social outcomes under theme areas including 'Our Economy' and 'Our Infrastructure'.

In terms of economic and asset management implications, the State of our Shire report demonstrates which targets have been met during the last term of Council.

**(f) Risk Implications**

This report is inherently low risk.

**CONCLUSION**

The Annual Report 2023/24, which includes the State of our Shire Report 2024, is tabled for Council's consideration. The Annual Report has been published on Council's website and reported to the OLG.

**RECOMMENDATION**

**That Council notes the 2023/2024 Annual Report, which includes the State of Our Shire Report 2024.**

## 10.8 COMMUNITY DEVELOPMENT

**File Number:** C8

**Author:** Azita Sobhani-Community Services Manager  
Raquel Pickering-Librarian  
Nina Sands-Youth & Community Officer

**Authoriser:** Barry Broe, Director Community, Planning, Development and Environment

**Annexures:** Nil

### PURPOSE

The purpose of this report is to provide information on the activities within Council's Community Development section for the month of November 2024.

### BACKGROUND

The Community Development section focuses on our community and our people and the support that Council offers in the delivery of positive outcomes. A short summary is provided on the key areas in the Community Services section as follows:

- **Youth & Community Services**

Council provides after school activities in Gulargambone and Quambone. Council also delivers school holiday programs in Coonamble and Gulargambone and the Youth Week Program in Coonamble. Council also operates a Youth Forum/Council.

- **Library Services**

Coonamble Shire Council is a member of the Northwestern Library Service (NWLS). The Service covers four local government areas and encompasses the libraries within them, i.e. Bogan (Nyngan), Coonamble, Gilgandra and Warren.

The Coonamble Library has two (2) satellite branches located in the villages of Gulargambone and Quambone. The Librarian purchases stock that is rotated between all libraries and participates in book exchanges with Gulargambone and Quambone seven times per year. The Gulargambone Library is run under an agreement with the Gulargambone Rural Transaction Centre Committee. The Quambone Library is run by Council staff.

- **Integrated Planning and Reporting (IP&R) Framework**

Following the adoption of the Community Strategic Plan at the 15 June 2022 meeting, updates on the IP&R Framework will now be reported back in the Community Development Report.

**(a) Relevance to Integrated Planning and Reporting Framework**

Community Strategic Plan - P1 Community Services and Wellbeing.

CSP1.1 – Initiate and contribute to effective and needs-based community programs which enhance engagement, cohesion, vibrancy and liveability.

**(b) Financial Considerations**

There are no financial considerations arising from this report.

**COMMENTARY**

In line with Council's 2024/2025 Operational Plan, this report presents a summary of community service progress and activities for the month previous.

Coonamble Shire provides the following community services:

- Holiday Program – Coonamble & Gulargambone
- Youth Centre Gulargambone (After School & Holiday Activity)
- After School Care Quambone
- Library Services (Coonamble, Gulargambone, Quambone)
- Creating, coordinating and supporting events e.g. Seniors Week Luncheon
- Funding events e.g. the Interagency Resilience Day, October Wellbeing Day
- Youth Empowerment Program (First Light) – Edraak Insights

***COMMUNITY DEVELOPMENT***

As part of community engagement, the Community Development Manager has been in discussions with Transport for NSW in relation to local transport in Coonamble and the surrounding region. After many discussions, we are happy to note that a team was sent out to Coonamble on Wednesday 27 November to discuss and engage with Coonamble residents as part of their qualitative, in-person research.

The team will be holding key interviews at cafes in Coonamble that are accessible to all, ensuring that they have enough information to make the right decisions about transport with the Coonamble Shire LGA. This is very important given that Coonamble has no *public* transport available except the "booze bus" run by Mrs Carol Stanley and other transport offered by clubs to club patrons.

Initial feedback from the team from Transport for NSW is that they were impressed with the turnout of 70 people for the meet and greet, and that it was a diverse cross section of our community. The team have let us know that they will be providing Council with a summary of their findings in due course.

# SUMMER SCHOOL HOLIDAY PROGRAMS

Planning for Summer School Holiday activities has begun. The Community Development team lead a meeting with key stakeholders within our shire at Council recently to gauge their interest in providing activities. The meeting was very informative, with those attending brainstorming ideas and offering to support each other through venues and staffing. Going forward we will be holding a meeting of all service providers two/three weeks before each school holiday.

## COONAMBLE SUMMER HOLIDAY PROGRAMME

### learn and grow

<b>MONDAY 6 JAN</b>	<b>TUESDAY 7 JAN</b>	<b>WEDNESDAY 8 JAN</b> PILLOWCASE PROGRAMME with the Red Cross @ the library 10.30am-12noon	<b>THURSDAY 9 JAN</b> MISSION AUSTRALIA ACTIVITY
<b>FRIDAY 10 JAN</b>			
<b>MONDAY 13 JAN</b>	<b>TUESDAY 14 JAN</b> DRUMMING & WEAVING with Interrelate @ 10am-12noon	<b>WEDNESDAY 15 JAN</b> WATER GAMES with Mackillop Family Servies @ 10.30am-12.30pm	<b>THURSDAY 16 JAN</b>
<b>FRIDAY 17 JAN</b> FRIDAY FLICKS @ the library 10.30am-12noon			
<b>MONDAY 20 JAN</b> MONDAY MOVIES @ the library 10.30am-12noon	<b>TUESDAY 21 JAN</b>	<b>WEDNESDAY 22 JAN</b> CUPCAKES AND MUFFINS with Mackillop Family Servies @ 10.30am-12.30pm	<b>THURSDAY 23 JAN</b> MISSION AUSTRALIA ACTIVITY
<b>FRIDAY 24 JAN</b> POOL PARTY!! REFLECT, RESPECT, CELEBRATE POOL - 10.30AM-4PM	<b>SUNDAY 26 JAN</b> AUSTRALIA DAY CELEBRATIONS Showground Pavilion 8am		
<b>MONDAY 27 JAN</b> AUSTRALIA DAY HOLIDAY	<b>TUESDAY 28 JAN</b>	<b>WEDNESDAY 29 JAN</b>	<b>THURSDAY 30 JAN</b>
<b>FRIDAY 31 JAN</b> FRIDAY FLICKS @ the library 10.30am-12noon	Don't forget to check Facebook for updates <b>UNDER 10s TO BE ACCOMANIED BY A PARENT/GUARDIAN</b>		

The theme of the programs is “**Learn and Grow**” with activities aiming to educate or build skills in participants while keeping them entertained and engaged. The programme for Coonamble has not yet been finalised, with services yet to confirm some of their activities.

Through Mission Australia, Quambone is also able to have a fun day, with Council helping with both a venue, and promotion of the day.

Gulargambone has its own program with most activities taking place between the Gulargambone Youth Centre and the Gulargambone REDi.e offices (located next to the Youth Centre). Due to Council staffing limitations, we rely heavily on REDi.e staff to provide a full holiday program to Gulargambone, so we would like to especially thank the REDi.e staff who are very gracious and happy to work with us during the holidays.

We would like to acknowledge that these programs could not have been held without the help of external stakeholders such as REDi.E, Mission Australia, Interrelate, Red Cross and MacKillop.

## GULARGAMBONE SUMMER HOLIDAY PROGRAMME learn and grow

<b>MONDAY 6 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided	<b>TUESDAY 7 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided	<b>WEDNESDAY 8 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided	<b>THURSDAY 9 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided
<b>FRIDAY 10 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided			
<b>MONDAY 13 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided	<b>TUESDAY 14 JAN</b> MISSION AUSTRALIA ACTIVITY	<b>WEDNESDAY 15 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided	<b>THURSDAY 16 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided
<b>FRIDAY 17 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided			
<b>MONDAY 20 JAN</b> DRUMMING AND WEAVING with Interrelate 10-12 Lions Park	<b>TUESDAY 21 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided	<b>WEDNESDAY 22 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided	<b>THURSDAY 23 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided
<b>FRIDAY 24 JAN</b> POOL PARTY!! REFLECT, RESPECT, CELEBRATE POOL - 10.30AM-4PM	<b>SUNDAY 26 JAN</b> AUSTRALIA DAY CELEBRATIONS Lions Park 8am		
<b>MONDAY 27 JAN</b> AUSTRALIA DAY HOLIDAY	<b>TUESDAY 28 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided	<b>WEDNESDAY 29 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided	<b>THURSDAY 30 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided
<b>FRIDAY 31 JAN</b> FUN WITH REDi.E at the Youth Centre 10am-3pm Light refreshments provided	<p>Don't forget to check Facebook for updates</p> <p><b>UNDER 10S TO BE ACCOMPANIED BY A PARENT/GUARDIAN</b></p>		

## **FI FIRST LIGHT – COONAMBLE YOUTH EMPOWERMENT PROGRAM – November 2024**

This month, the Youth Empowerment Program has been full of activity and excitement. Here are the key highlights:

- **Junior Youth Service Project:** Continued tech support sessions for seniors at the Coonamble Library.
- **End-of-Year Celebrations:** Preparations underway, with Junior Youth crafting heartfelt speeches.
- **Youth Champions Radio Session:** Hard at work scripting to share their experiences and highlight youth perspectives in Coonamble.

Our **Junior Youth Group** remained strong in their commitment to serving the community through their ongoing service project at the Coonamble Library. On the first Thursday of November, the group once again engaged with seniors, offering tech support. It's always inspiring to see the Junior Youth working with enthusiasm and care.

Excitement is growing as we approach our **end-of-year celebrations**, with Junior Youth preparing heartfelt speeches to share their program experiences and personal growth.

Meanwhile, our **Youth Champions cohort** is hard at work behind the scenes. This month, they have been collaborating to craft a script for their upcoming **radio session**. They are eager to share their experiences and highlight the positive role of youth in Coonamble. This initiative aims to inspire the community by offering a fresh perspective on the power of youth in driving change. With their dedication, we hope this will mark the beginning of an ongoing platform for youth voices in Coonamble.



After helping the seniors at the library, the Junior Youth continue to learn together.



Youth practicing their speeches through roleplay, preparing to share their reflections at the upcoming end-of-year celebration.



November brought double the joy with two birthdays to celebrate! Our group came together to share laughter, cake, and unforgettable moments.



Weekly check-ins are in full swing! We share our 'roses'—the highlights of the week—and discuss our 'thorns,' the challenges we've faced. A moment of reflection and getting to know each other's lives better.



A session in full swing focusing on numbers, precision and the idea of correspondence.



Youth Champions diving into key concepts that have resonated with them, preparing to share these insights during their upcoming radio session.

### **LIBRARY SERVICES**

- **SENIORS TECH HELP**

Seniors Tech Help was again held at the library in conjunction with the Youth Empowerment Program. Our seniors are very appreciative of all the help they get. With no technology/computer shops open in Coonamble currently, YEP are a great support for our seniors.

- **WORK EXPERIENCE STUDENT**

During November, the Library hosted a work experience student from Coonamble High School. Violet Bickmore attended work with the library daily and was a great help. Tasks that were routine for library staff, became a great teaching experience. Violet also interacted with members and visitors, learned, and implemented customer service techniques and performed her duties well. Violet was punctual, polite and continuously asked for more to do or for clarification when needed.

- **WEEDING**

Weeding of items has commenced at the Coonamble Library. Weeding is where we look at books that are older than five years and decide whether to keep them or to dispose of them. We compare their borrow rate, if they are part of a series, is it a classic book or if it is the only book about that subject in our library. We then either make it a permanent item in our library or dispose of it. The disposal can be sending to another branch that is interested in it, put them out for free at the library for members of the public to take or, if it is damaged, it may be disposed of. Weeding happens yearly.



• **COMMUNITY DEVELOPMENT TEAM COLLABORATION**

Library staff are working within the Community Development team to ensure the Summer School Holiday Program will have some great activities throughout the holiday.

**LIBRARY STATISTICS** (1 November 2024 – 27 November 2024)

Service	Loans	New M/ships	Wi-Fi (hrs)	Internet (people)	Internet (hours)	Kids Comp (children)	Junior Visits	Adult Visits
Coonamble	290	7	39	54	1625	56	94	308
Gular	14							

• **Manual Statistics - Coonamble** (numbers refer to people attending)

Library Visits	Reference Enquiries	Technology Enquiries	Local History	VIC Enquiries
402	10	36	7	3

• **Activity Statistics - Coonamble** (numbers refer to people attending)

Senior Craft	Pre-School Visits	Seniors Tech	Seniors Cinema	Other
13	24	16	5	9

**(a) Governance/Policy Implications**

The delivery of community development and integrated planning functions and activities are carried out in accordance with Council’s Operational Plan and Integrated Planning and Reporting Framework.

**(b) Legal Implications**

There are no legal implications arising from this report.

**(c) Social Implications**

Council’s community services section delivers a broad range of support services, activities, and opportunities to all age groups. These services assist in building social capital within the Shire.

**(d) Environmental Implications**

There are no environmental implications arising from this report.

**(e) Economic/Asset Management Implications**

The economic implications of community services are positive, in that these services provide employment opportunities, delivering a service to the community and support the local business sector.

**(f) Risk Implications**

There are no risk implications arising from this report.

**CONCLUSION**

The updates in this report provide information to Council on the key activities recently undertaken in Council's Community Development section.

**RECOMMENDATION**

**That Council receives and notes the information in the Community Development report.**

## 10.9 PLANNING, REGULATORY & COMPLIANCE PROGRESS REPORT

**File Number:** E5

**Author:** Lesley Duncan, Building & Compliance Manager

**Authoriser:** Barry Broe, Director Community, Planning, Development and Environment

**Annexures:** Nil

### PURPOSE

To provide information on the activities within Council's Environmental Services section and Strategic Planning information for the month. This progress report considers town planning and strategic land use planning, compliance and regulation, environmental management and public health.

### BACKGROUND

The Planning, Regulatory & Compliance Services section focuses on all town planning and environmental planning requirements including regulation and compliance, public health requirements, waste management, and environmental management considerations.

Strategic Land Use Planning refers to updates to Council's planning instruments and is also included. This report provides a summary of activities undertaken during November 2024.

The following topics will be included in the Council Report where there is relevant information to report on:

- Compliance and Regulation

The *Local Government Act 1993*, *Environmental Planning and Assessment Act 1979* ('EP&A Act') and *Protection of the Environment Operations Act 1997* are the main legislation providing provisions around environmental management. Compliance and regulation enforce individuals, organisations and businesses to comply with the relevant act or regulation. Environmental management can include the atmosphere, built environment, heritage, land, and water.

- Development Application Information

This information refers to development applications lodged in the Coonamble local government area. However, the consent authority is another authority and not Council or its delegated staff/contractors. This can include:

- The Independent Planning Commission for state significant development,
- The Regional planning panel for regionally significant development, or
- A Public authority (other than council) depending on the type of development declared with an environmental planning instrument.

These types of development applications are rare.

### Strategic Land Use Planning

Matters relating to the potential amendments to Council's planning instruments such as the Coonamble Local Environmental Plan or Council's Development Control Plans. Council staff also attend forums, committees and workshops around strategic land use planning, and this will be provided to Council for information.

- Environmental Management

Opportunities exist for Council to promote ecologically and environmentally sustainable land use and development, initiatives, and programs. Information under this topic will be reported when opportunities present itself and can come from government agencies, community groups and environmental champions.

- Ranger's Monthly Report

This report provides a summary of companion animals (cats and dogs) impounded and other animals. This includes information on how many animals were rehomed and euthanised. Information on dog attacks is also provided.

**(a) Relevance to Integrated Planning and Reporting Framework**

P3.1.2. Inspection of Food Premises.

I3.3.1. Implementation Waste Management recommendations.

EN1.1.1. Enforcement of environmental regulations.

EN.1.1.2. Continue to review Local Environmental Plan.

EN.1.1.3. Ensure compliance with NSW Building Certification.

EN.1.1.4 Provide quality over counter, telephone, and email advice to customers.

EN.1.1.5 Approvals completed within timeframe required.

P2.2.4 Controlling straying animals.

**(b) Financial Considerations**

There are no direct financial considerations with this report.

## **COMMENTARY**

### **Development Applications Issued Under Delegated Authority**

Information provided within this section of the report provides Council with information on what has been determined for the month under delegated authority and not subject to Council's endorsement or approval.

Individual development applications that require the elected Council's approval will be under its own separate Council business paper report with the recommendation to determine the application as either approved or refused.

Under the *Government Information (Public Access) Act 2009* (GIPA Act), information in the form of Development Applications and its associated information is prescribed as 'open access information' by Clause 3 of Schedule 1 of the GIPA Act. This also includes staff's development assessment report that is written prior to an application's determination. This provides a high level of transparency.

The following is a summary of applications approved under delegated authority.

<b>November 2024</b>			
<b>Application Number</b>	<b>Description of Works</b>	<b>Address of Proposed Works</b>	<b>Approved Date</b>
<b>Development Applications</b>			
DA041/2024	Subdivision (boundary adjustment & consolidation)	Buckley Drive, Coonamble	21/11/24
DA029/2024	8m x 7m Detached Shed	25 Dubbo Street, Coonamble	31/10/20024
DA036/2024	Inground fibreglass swimming pool	8795 Castlereagh Hwy, Coonamble	19/11/2024
DA024/2024	Demolition of existing preschool building and construction of new preschool building, including car parking facilities	45B Dubbo Street, Coonamble	15/11/2024
DA038/2023 (mod)	Reduction in floor area and configuration and alterations to external colours, glazing and BASIX commitments	1683 Billeroy Road, Coonamble	7/11/2024
<b>Occupation Certificates</b>			
OC016/2023	Farm Building (Hay Shed 27.5m x 12m)	209 Carinda Road, Coonamble	6/11/2024
<b>Construction Certificate</b>			
CC004/2024	Renovation of existing sanitary facilities only	49 Castlereagh Street, Coonamble	20/11/2024
CC030/2024	Footings, piers, slab and relocation of existing dwelling	145 Carinda Road, Coonamble	12/11/2024
CC020/2024	Detached 6m x 9m Car Garage	26 McCullough Street, Coonamble	1/11/2024

### **Main Street Buildings Heritage Colour Schemes**

During Council engaged David Scobie Architects to prepare heritage colour schemes for each of the buildings located in the commercial area of Castlereagh Street. These colour schemes are available for interested building owners to view by contacting the Planning, Regulatory and Compliance Team.

**Saleyards**

A cattle sale was held on 6 November 2024 with 1350 cattle sold.

**Saleyards**

	<b>November</b>	<b>Year to Date</b>
Income	12401	72,960.81
Expenditure	9945	60,732.39
<b>Surplus</b>	<b>\$2,456</b>	<b>\$12,228.42</b>

**Truck Wash**

The financial report for October 2024 is provided below:

**Truck Wash**

	<b>October</b>	<b>Year to Date</b>
Income	6597	21,864.01
Expenditure	917	3,710.79
<b>Surplus</b>	<b>\$5679</b>	<b>\$12,532.80</b>

**Companion Animals**

The Regulatory Officer’s report is provided for October 2024. The following is a summary of companion animal statistics.

<b>CORRESPONDENCE</b>	<b>October 2024</b>	<b>YTD 2024/2025</b>
Infringements (Animals)	2	2
Infringements (Other)	0	0
Change of Details	5	18
Microchipped dogs	1	7
Registrations	2	9
Nuisance dog declaration	0	0
Dangerous dog declaration	0	0
Menace dog declaration	0	0
Notice of Possession	0	0

**Dog attacks**

One (1) dog attack was reported during November 2024.

In one incident, several chickens were killed with investigation ongoing.

**Companion Animal Seizure and Impounding Activities - Month: November**

**as at 28 November 2024**

<b>Seizure Activities:</b>	<b>Dogs</b>	<b>Cats</b>
Seized	2	0
Returned to Owner	2	0

<b>Impounding Activities:</b>	<b>Dogs</b>	<b>Cats</b>
Animals in pound at start of month	4	0
<b>Incoming Animals</b>	<b>Dogs</b>	<b>Cats</b>
Transferred from seizure activities	0	0
Abandoned or Stray	12	16
Surrendered	5	0
<b>Total Animals in Pound</b>	<b>21</b>	<b>16</b>

<b>Outgoing Animals</b>	<b>Dogs</b>	<b>Cats</b>
Released to Owner	3	0
Euthanised	0	0
Released to Rehoming Organisation	7	11
Sold	0	0
Died at Pound	0	0
Stolen from Pound	0	0
Escaped from Pound	0	0
<b>Total Animals Leaving Pound</b>	<b>10</b>	<b>0</b>
Animals in Pound at end of Month.	11	5

**(a) Governance/Policy Implications**

The report provides Council with opportunities to understand governance and policy implications in the environment and strategic land use planning area. There may be risk implications depending on the nature of the enquiry.

**(b) Legal Implications**

Whilst not yet formally received by Council, the EPA has indicated its intention to serve Council both a Clean-up and Prevention Notice in

accordance with the provisions contained within the *Protection of the Environment Operations Act 1997*.

**(c) Social Implications**

Providing information that is open and transparent to the community will provide positive social implications for the community to understand the work that Council does.

**(d) Environmental Implications**

The progress report allows for environmental management to be an area of focus for Council and subsequently providing positive environmental benefits. This specifically relates to the area of public health, environmental sustainability, and waste management.

**(e) Economic/Asset Management Implications**

There may be risk implications depending on the nature of the enquiry.

**(f) Risk Implications**

There may be risk implications depending on the nature of the enquiry.

**CONCLUSION**



The Planning, Regulatory & Compliance Progress Report has considered town planning and strategic land use planning, compliance and regulation, and environmental management and health since the last meeting.

**RECOMMENDATION**

**That the Planning, Regulatory and Compliance Progress Report be received and noted.**



**10.10 PLANNING PROPOSALS TO REZONE COUNCIL OWNED LAND****File Number:** T-4**Author:** Lesley Duncan-Building & Compliance Manager**Authoriser:** Barry Broe, Director Community, Planning, Development and Environment**Annexures:**

1. Planning Proposal PP001/2024 Coonamble Artesian Bore Bath Project (under separate cover) 
2. Planning Proposal PP002/2024 Industrial Land (under separate cover) 

**PURPOSE**

The purpose of this report is to gain the endorsement of Council to submit two (2) planning proposals to the Department of Planning, Housing and Infrastructure for gateway determination.

**EXECUTIVE SUMMARY**

Council staff have prepared two (2) planning proposals for submission to the Department of Planning, Housing and Infrastructure.

Planning Proposal PP001/2024 relates to the rezoning of land associated with the Coonamble Artesian Bore Bath Project. The proposal seeks to rezone the land from R1 General Residential to RE2 Private Recreation. In addition, this the proposal aims to rezone land that forms part of the Coonamble Showground which is currently zoned R1 General Residential.

Planning Proposal PP002/2024 seeks to rezone land that is the site of the former sheepyards from RU1 Primary Production to E4 General Industrial. The purpose of this proposal is to provide additional industrial land as the remaining lots in the Hooper Drive Industrial estate have been sold.

**BACKGROUND****Coonamble Artesian Bore Bath Project**

The Bore Bath project is proposed to be located at 36 River Road, Coonamble. This land is currently zoned R1 General Residential, and the project would not be permissible on the land. RE2 Private recreation has been identified as a suitable zone for the project as it allows for a range of tourism uses. This zone has also been used for the area used for the Greyhound track. Therefore, it is necessary to rezone the land to allow for future development of the site for tourism purposes.

**Coonamble Showground**

The part of the Coonamble Showground that includes the rodeo and campdraft arenas are currently zoned R1 General Residential. It is assumed that this is a historical mapping anomaly and that a more appropriate zone would be RE2 to be consistent with the Greyhound racing track.

**Old Sheepyards Industrial Estate**

Recently, Council sold the last remaining lots in the Hooper Drive Industrial Estate, leaving no available industrial land in Coonamble. The site of the former sheepyards was identified as land suitable for rezoning to E4 General Industrial

The disused sheepyards have now been demolished and the land is now vacant. The land is currently zoned RU1 Primary Production but it is unlikely to be used for agricultural activities given its location on the urban fringe and its relatively small area of just under 8 hectares. The site has access to transport routes and is located near existing rail infrastructure and utility services.

**(a) Relevance to Integrated Planning and Reporting Framework**

Both planning proposals are consistent with Goal 6 of the Community Strategic Plan – Our economy is sustainable, prosperous and diversified.

**(b) Financial Considerations**

There are no financial considerations relevant to this report, apart from any costs to Council to develop the Sheepyards site.

**COMMENTARY**

Council staff have prepared two (2) planning proposals for to rezone Council owned land.

Planning Proposal PP001/2024 seeks to rezone the following land:

<b>Coonamble Artesian and Cultural Experience Project</b>		
<b>Legal Description</b>	<b>Current Zone</b>	<b>Proposed Zone</b>
Lot 1 DP132281	R1 General Residential	RE2 Private Recreation
Lot 2 DP132281	R1 General Residential	RE2 Private Recreation
Lot 118 DP754227	R1 General Residential	RE2 Private Recreation
<b>Coonamble Showground Reserve</b>		
<b>Legal Description</b>	<b>Current Zone</b>	<b>Proposed Zone</b>
Lot 238 DP40043	R1 General Residential	RE2 Private Recreation
Lot 7021 DP1061274	R1 General Residential	RE2 Private Recreation

The purpose of this proposal is to rezone land associated with the Coonamble Artesian Bore bath Project from R1 General Residential to RE2 Private Recreation. The proposal will also seek to rezone land associated with the Coonamble Showground Reserve from R1 General Residential to RE2 Private Recreation to correct an apparent mapping anomaly. The proposal will also seek to remove the minimum lot size for subdivision requirement.

Planning Proposal PP002/2024 seeks to rezone the following land:

<b>Old Sheepyards Industrial Estate</b>		
<b>Legal Description</b>	<b>Current Zone</b>	<b>Proposed Zone</b>
Lot 240 DP754199	RU1 Primary Production	E4 General Residential

The purpose of this planning proposal is to rezone land to allow for future industrial development. There is currently a very limited supply of suitable industrial zoned land as the last available land in the current industrial estate has been sold. The proposal will also seek to amend the minimum lot size for subdivision on the land being Lot 240 DP754199 from 1000 hectares to nil.

The Planning Proposal documents provides an analysis of the physical and strategic planning constraints and opportunities and considers the relevant environmental, social and economic impacts of the proposal and its strategic merit.

Each proposal has strategic merit and is in the public interest for the following reasons:

- The proposals will not create any unacceptable environmental or social impacts.
- Planning Proposal PP001/2024 will provide additional tourism opportunities and expenditure in the local economy.
- The proposed amendments in PP002/2024 will encourage the orderly development and availability of industrial land.

The planning proposal process is generally split up into six stage and the table below provides a summary of the Planning Proposal process:

<b>Stage 1 – Pre-Lodgement</b>	A scoping proposal is provided to the Department and advice received in relation to the proposal to proceed with the Planning Proposal.
<b>Stage 2 – Planning Proposal</b>	The planning proposal is lodged via the NSW Planning Portal, and Council needs to consider whether to support or not support the proposal. If supported, the application will be referred to the Department for Gateway Determination.
<b>Stage 3 – Gateway Determination</b>	<p>The Gateway Determination is a key assessment point for the planning proposal and is undertaken by the Department. The Department will review the strategic and site-specific merit of a proposal and determine whether the planning proposal should proceed. The Gateway Determination is a checkpoint in the process to ensure that planning proposals without strategic merit are stopped before resources are committed.</p> <p>The Gateway Determination is undertaken by the Department. Even if Council has supported the proposal and sent it to the Department for Gateway</p>

	Determination, the Department may choose to not support the proposal. This is beyond the control of Council
<b>Stage 4 – Post Gateway</b>	This stage enables a review of the Planning Proposal and to action conditions of the Gateway Determination prior to public exhibition. Once these requirements have been met, the updated Planning Proposal will be reviewed by the Department. If the Department is satisfied with the outcomes, the Planning Proposal will progress to public exhibition.
<b>Stage 5 – Public Exhibition and Assessment</b>	Community participation and public exhibition is integral in the Local Environmental Plan making process. Consultation gives the community and government agencies a say on the merits of proposals prior to any final decision being made.  Once exhibition is completed, the Planning Proposal is evaluated, assessed and comments and concerns are addressed as appropriate. Based on this evaluation, a determination whether the LEP should be made in accordance with the planning proposal will be made.
<b>Stage 6 – Finalisation</b>	This is the last stage in the Planning Proposal process and generally leads to the making of the LEP amendments, unless the proposal is not supported.  If supported, by the end of this stage, the updated LEP will be made, notified and come into effect for the subject property. From the point of notification, the updated controls will apply to the property.

**(a) Governance/Policy Implications**

The planning proposals relate to Council owned land. Accordingly, Council will not seek to act as the planning proposal authority.

Public exhibition of the planning proposal will be carried out in accordance with Council’s Community Participation Plan.

**(b) Legal Implications**

Sections 3.31, 3.32, 3.33, 3.34, 3.35, 3.36 and 3.37 of the *Environmental Planning and Assessment Act 1979* are applicable to the planning proposals.

**(c) Social Implications**

The planning proposals will be publicly exhibited once a gateway determination has been received.

**(d) Environmental Implications**

There are no environmental implications resulting from this report.

**(e) Economic/Asset Management Implications**

Proceeding with the planning proposals will provide long term economic benefits to the community.

There are no asset management implications resulting from this report.

**(f) Risk Implications**

There is a risk that the proposed rezoning may not receive a gateway determination. Should this occur future projects that rely on industrial land may not be able to proceed.

**CONCLUSION**

The planning proposals have been prepared in accordance with the NSW Department of Planning, Housing and Infrastructure Local Environmental Plan Making Guideline. Each planning proposal has addressed the physical and strategic planning constraints and opportunities, taking into account the relevant environmental, social and economic impacts, as well as the strategic merit of each planning proposal.

**RECOMMENDATION****That Council**

- 1. Endorse Planning Proposal PP001/2024 for the Coonamble Artesian Bore Bath Project and forward it to the Minister for Planning seeking an amendment to the Coonamble Local Environmental Plan 2011 and request that a Gateway Determination be issued, excluding the delegation of Plan making powers, to enable the public exhibition of the Planning Proposal pursuant to the *Environmental Planning and Assessment Act 1979*.**
  - (a) Upon receipt of a Gateway Determination for PP001/2024 under Section 3.34 of the Environmental Planning & Assessment Act 1979, places the Planning Proposal and any supporting material on public exhibition pursuant to any requirements of the Gateway Determination and Schedule 1, Clause 4 of the *Environmental Planning and Assessment Act 1979*; and**
  - (b) Subject to the conditions of the Gateway Determination, undertakes those actions necessary to address outstanding matters.**

2. **Endorse Planning Proposal PP002/2024 for the Old Sheepyards Industrial Estate and forward it to the Minister for Planning seeking an amendment to the Coonamble Local Environmental Plan 2011 and request that a Gateway Determination be issued, excluding the delegation of Plan making powers, to enable the public exhibition of the Planning Proposal pursuant to the *Environmental Planning and Assessment Act 1979*.**
  - (a) **Upon receipt of a Gateway Determination for PP001/2024 under Section 3.34 of the Environmental Planning & Assessment Act 1979, places the Planning Proposal and any supporting material on public exhibition pursuant to any requirements of the Gateway Determination and Schedule 1, Clause 4 of the *Environmental Planning and Assessment Act 1979*; and**
  - (b) **Subject to the conditions of the Gateway Determination, undertakes those actions necessary to address outstanding matters.**

## 10.11 MUSEUM STRUCTURAL ASSESSMENT

**File Number:** D5

**Author:** Barry Broe-Director Community, Planning, Development and Environment

**Authoriser:** Barry Broe, Director Community, Planning, Development and Environment

**Annexures:** 1. Museum Structural report [↓](#) 

### PURPOSE

The purpose of this report is to provide Council with an update on the structural condition of the Museum and the options to rectify the problems.

### BACKGROUND

The Museum under the bridge is a key building and historical asset for the Shire. It has been closed since March 2024 due to its structural defects and unsafe condition.

#### (a) Relevance to Integrated Planning and Reporting Framework

ED1.2 Develop our economy, including the visitor economy.

I1.5 Adopt successful strategies which maximise our community's access to quality infrastructure and assets.

#### (b) Financial Considerations

Fixing the museum buildings and re-opening will require grant funding.

### COMMENTARY

A structural assessment report was produced by Cresco for Council in July 2024. The main findings are summarised below.

The internal wall of the office room is leaning over and is potentially only being held up by the tension rod on the eastern side of that wall. This may get worse with changing seasonal conditions (e.g. soil movement) and based on the age and condition of the building, it could fail at any time. This wall is load bearing and failure of this wall is likely to include failure of some structural members in the roof.

Signs of structural distress, including cracks, deformation, and uneven movements, were noted across the building. The prevalence of water infiltration and corrosion was also observed.

Foundation-related issues were found in the buildings, exhibiting signs of cracking, settlement, and displacement.

There were observations of cracking, bulging, and leaning walls, highlight concerns regarding both structural integrity and safety.

Floors and Roofs - issues such as deflection, sagging, and signs of stress in structural components were identified.

Material Integrity – assessment showed corrosion in metal components, decay in timber elements, and cracking in concrete were identified as prevalent issues, exacerbated by the local climate and environmental conditions.



There are several inter-related causes of the problems as follows:

- Material Deterioration
- Moisture Issues
- Thermal Movement
- Foundation settlement or movement
- Structural overloads
- Corrosion of metal components.
- Vegetation growth

Two options were identified to rectify the problems, involving an estimated cost of either \$150,000 if the wall can be fixed, or \$400,000 if it cannot be fixed. A summary of the works required under each option is given below:

#### **Option 1 – Stabilise the eastern wing - \$150k**

- Pull up the floor to allow resin injection and propping
- Remove ceiling lining
- Prop the eastern external wall
- Prop the internal western wall
- Prop roof over the eastern external wall and internal western wall
- Prop chimney
- High-pressure resin injection to stabilise footing and realign where possible
- Installing footings on the inside of existing footings



- Assemble frames to stabilise the entire eastern wing structure
- Secure walls and chimney where required to new frame
- Fix up drainage over the whole structure
- Fix up the roof over the whole structure
- Earthworks to ensure water falls away from the building area
- Line the internal frame & make good

### **Option 2 – Rebuild the eastern wing - \$400k+**

- Remove sheeting
- Remove pitched roof members
- Remove brick by brick
- Windows and doors out
- High-pressure resin injection to stabilise footings around remaining structure and realign where possible
- Redo eastern wing footings
- Build up eastern wing again
- New trusses over eastern wing
- New roof sheeting over entire structure
- Fix up drainage over the whole structure
- Earthworks to ensure water falls away from the building area
- Line the internal frame & make good of eastern wing

### **Funding**

Grant funding will be needed to allow the work to be done. Opportunities are being investigated.

#### **(a) Governance/Policy Implications**

Policies relevant to activities reported here include the Community Consultation Policy.

#### **(b) Legal Implications**

There are no legal implications directly associated to this report. The museum had to be closed to manage the risk of safety for the public.

#### **(c) Social Implications**

The museum has considerable tourist and social value for the Shire.

#### **(d) Environmental Implications**

There are no environmental implications directly associated to this report.

#### **(e) Economic/Asset Management Implications**

The asset is over 100 years old and has declined over time.

#### **(f) Risk Implications**

Regular reporting to Council provides an opportunity to communicate and manage any ongoing or unexpected related risks that may emerge.

## **CONCLUSION**

There is significant structural damage to the Museum building that is costly to fix. Grant funding is being investigated.

## **RECOMMENDATIONS**

**That Council receives and notes the report on the Museum condition.**



Cresco Australia Pty Limited  
ABN 20 651 944 151  
Wagga Wagga, NSW

1800 CRESCO - info@cresco-group.com.au

## 1. Introduction

- Project Name: Coonamble Museum Rectification
  - Location: Coonamble NSW 2829
  - Client: Coonamble Shire Council
  - Inspection Dates: 19<sup>th</sup> of March 2024
  - Report Date: 15<sup>th</sup> of July 2024
- 

## 2. Building Information

- Building Name: Coonamble Museum
  - Address: 64A Aberford Street, Coonamble NSW 2829
  - Approximate Age: Approximately 100 years old
  - Building Type: Class 6
  - Current Use: Museum
- 

## 3. Inspection Summary

- **Inspection Scope:**

Areas Inspected

1. Visible external walls
2. Visible external footings
3. Visible Internal structures
4. Top of roof structures via photos and aerial maps

Inspection Methods Used

1. Visual inspections

- **Limitations of Inspection:**

Areas Not Inspected

1. Ceiling and subfloor spaces
- 

## 4. Structural Assessment

- **Overview:**

General Condition of the Building

These building, approximately 100 years old, represent a significant part of the town's heritage and architectural history. Given its age, a comprehensive inspection was conducted, following a detailed checklist designed to assess its structural adequacy and integrity.

The town of Coonamble is characterised by its predominantly clay and sandy soil types, known for their potential expansive and contractive properties in response to moisture changes. This geological characteristic can lead to significant foundation movement, causing structural concerns for buildings, such as cracking, settlement, and displacement. Coonamble experiences an average annual rainfall of approximately 532.8 mm, coupled with a climate



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ranging from hot summers to cool winters. These conditions can lead to significant structural degradation, including issues related to water infiltration and material corrosion.

- **Observed Defects and Issues:**

Attached are few pictures that show the major structures inadequacy.

- Foundation:



Figure 1 - Repairs at the southern entrance indicate settlement of the footing at the south over time (right in photo)

- Walls:



Figure 2 - The western wall of the office room is leaning to the east and is partly being held up by a tension rod on the east of the wall.



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- Roof:



Figure 3 - Due to the eastern section of the building falling away to the east, the valley in the roof has opened and water ingress may be present during rain.

---

## 5. Findings

- **Structural Integrity:**

### Observed Defects

#### Visual Inspection:

Signs of structural distress, including cracks, deformation, and uneven movements, were noted across the building. The prevalence of water infiltration and corrosion was also observed.

#### Foundation:

Foundation-related issues were found in the buildings, exhibiting signs of cracking, settlement, and displacement.

#### Walls:

Observations of cracking, bulging, and leaning walls, highlight concerns regarding both structural integrity and safety.

#### Floors and Roofs:

Issues such as deflection, sagging, and signs of stress in structural components were identified, necessitating further analysis and remediation.

#### Material Integrity:

Corrosion in metal components, decay in timber elements, and cracking in concrete were identified as prevalent issues, exacerbated by the local climate and environmental conditions.

### Potential Causes of Defects

#### Material Deterioration:

Over time, the materials used in masonry buildings, such as bricks, stones, and mortar, can deteriorate. This deterioration can be due to weathering, moisture penetration, freeze-thaw cycles, and chemical reactions (such as the formation of salts from water evaporation). The mortar, being less durable than bricks or stones, often deteriorates first, leading to loosening of the masonry units.



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Moisture Issues:

Moisture is a significant enemy of masonry structures. It can penetrate through cracks and porous materials, leading to dampness inside the building, further weakening the structure by causing corrosion of metal reinforcements and decay of timber elements.

Thermal Movement:

Masonry materials expand and contract with temperature changes. Over a century, repeated thermal cycling can cause cracks and separations at the joints between different materials or parts of the building, as these materials may not expand or contract at the same rates.

Foundation Settlement or Movement:

Foundation issues are common in older buildings. Over time, the ground beneath a building can settle or move, sometimes unevenly, leading to cracks in the walls and foundation. Changes in groundwater levels, soil erosion, or nearby construction activities can exacerbate this problem.

Structural Overloads:

Buildings that are 100 years old were designed for a different set of loads and uses than they might be subjected to today. Modifications and additions to the building without a proper understanding of the original structural design can lead to overloading and failure of structural components.

Corrosion of Metal Components:

Metal components such as ties, anchors, and reinforcement bars used in masonry buildings can corrode over time, especially if exposed to moisture. This can reduce their strength and lead to structural weaknesses.

Vegetation Growth:

Over time, vegetation can grow on and in the cracks of masonry buildings. The roots can widen cracks and push apart masonry units, leading to further structural damage.

- **Safety Concerns:**

Immediate Risks

The building has been closed to the public until further notice. Moreover, due to the building's age, an assessment for the presence of asbestos in the construction material, must be conducted before deconstruction.

---

## 6. Rectification Recommendations

- **Immediate Actions:**

Description of Urgent Repairs

To be closed to the public - the internal wall of the office room (where the door is located) is leaning over (to the east) and is potentially only being held up by the tension rod on the eastern side of that wall. This may get worse with changing seasonal conditions (soil movement) and based on the age and condition of the building, it could fail at any time. The western wall of the office is load bearing and failure of this wall is likely to include failure of some structural members in the roof.

Methods and Materials Recommended

A scope of works was discussed within our engineering team and consultation with some builders was obtained to understand the requirements for rectification.



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In conclusion, it is of our opinion that attempting to locally repair the western wall in isolation could be unsafe. The primary reason for this outcome is due to the unknown nature of where all existing loads are being transferred, due to the numerous repairs and stabilisation that has taken place during the course of the building's lifetime. There is a risk that even if the western wall and roof was suitably supported, and removal of current masonry was undertaken, there could be a risk of instability in multiple areas of the building that may have been relying on the wall. As a result, it is of our opinion that there are minimal options available for rectification.

There are two options suggested.

**Option 1 – Stabilise the eastern wing**

1. Pull up the floor to allow resin injection and propping
2. Remove ceiling lining
3. Prop the eastern external wall
4. Prop the internal western wall
5. Prop roof over the eastern external wall and internal western wall
6. Prop chimney
7. High-pressure resin injection to stabilise footing and realign where possible
8. Installing footings on the inside of existing footings
9. Assemble frames to stabilise the entire eastern wing structure
10. Frame to be welded on-site
11. Secure walls and chimney where required to new frame -and ensure adjustable ties
12. Fix up drainage over the whole structure
13. Fix up the roof over the whole structure
14. Earthworks to ensure water falls away from the building area
15. Line the internal frame & make good
16. Fix up all cosmetics issues around the structure

**Option 2 – Rebuild the eastern wing**

1. Remove sheeting
2. Remove pitched roof members
3. Remove brick by brick
4. Windows and doors out
5. High-pressure resin injection to stabilise footings around remaining structure and realign where possible
6. Redo eastern wing footings
7. Build up eastern wing again
8. New trusses over eastern wing
9. New roof sheeting over entire structure
10. Fix up drainage over the whole structure
11. Earthworks to ensure water falls away from the building area
12. Line the internal frame & make good of eastern wing
13. Fix up all cosmetics issues around the structure

Estimated Timeline

Option 1 TBC

Option 2 TBC

• **Ongoing Measures:**

Recommendations to Prevent the Recurrence of Issues

1. Develop a maintenance schedule that addresses the unique challenges posed by the local environment, focusing on preventing water infiltration, managing soil moisture levels around foundations, and regular inspections for early detection of material degradation and building movement. See various sources of information on the NSW Government website



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## 7. Cost Estimates (yet to be quoted by builders)

- Option 1: - \$150k+
- Option 2: - \$400k+
- Long-term Repairs and Maintenance: TBC

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## 8. Conclusion

- **Summary of Findings:**

### Key Points from Inspection and Analysis

Based on the inspection outcomes, remedial actions have been recommended for critical structural concerns. To address these issues long term, regular inspections, maintenance, and repairs are crucial.

The final scope of works for rectification, should be carefully considered and planned to preserve the historical and architectural value of the building.

- **Next Steps:**

### Suggested Plan for Implementation

1. Immediate Actions:

The building has been closed to the public until further notice.

2. Historical Preservation Considerations:

Any repair or reinforcement work should consider the historical value of the building, utilising materials and methods that preserve their architectural integrity. Council will need to advise if further scoping and costing is required.

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## 9. Appendices

- **Inspection Photos:**



Figure 4 – Eastern wall is leaning east and bulging in the centre. Existing bracing system marked on photo.





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*Figure 5 – Southeastern area of the building observed to be the lowest point around the building. Poor drainage and water lying next to footings will contribute significantly to movement of building.*



*Figure 6 – Significant tension bracing system has been installed at an unknown date to keep the building stable*



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Figure 7 – Eastern section of the building has moved to the east at least 20-30 mm and the door lintel has become unstable



Figure 8 – Cracking throughout the building due to soil movement



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*Figure 9 – Tension bracing system is pulling through masonry. The down pipe is not connected to the drainage system.*

- **Photos:**

For access to all photos from the building inspections, please email: [info@cresco-group.com.au](mailto:info@cresco-group.com.au)



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The structural integrity of Coonamble's historic buildings presents a complex challenge, influenced by the area's environmental conditions, the buildings' age, and historical value. Addressing the identified issues requires a balanced approach, combining immediate safety measures with long-term preservation strategies and cost implications.

Collaboration with specialists in historic building preservation, structural engineering, local authorities and stakeholders will be crucial in ensuring these buildings can continue to be a part of Coonamble's heritage for future generations.

If you have any questions, please feel free to give me a call to discuss.



Shane Lutze  
Director

m: 0411981094  
e: s.lutze@cresco-group.com.au  
a: Suite 3 / 159 Baylis St, Wagga Wagga, 2650



Member Institution of Engineers (Aust.), (NER Structural & Mechanical) Regn. No. 7120849  
Registered Professional Engineer (Structural & Mechanical) - Queensland: Regn. No. 28994  
Registered Professional Engineer (Structural & Mechanical) - New South Wales: Regn. No. PRE0002298  
Registered Professional Engineer (Structural & Mechanical) - Victoria: Regn. No. PE0010096  
Registered Professional Engineer (Structural & Mechanical) - Tasmania: Regn. No. 708732979

**10.12 DRAFT OUTSTANDING COMMUNITY MEMBER RECOGNITION POLICY****File Number:** A17**Author:** David Levick-Manager Economic Development and Growth**Authoriser:** Barry Broe, Director Community, Planning, Development and Environment**Annexures:** 1. Draft Community Member Recognition Policy and attachments  **PURPOSE**

The purpose of this policy is to implement a standardised framework by which recognition can be given, systematically and consistently, to outstanding community members and organisations of Coonamble Shire.

This policy aims to bring greater coherence and clarity to the current means of recognising our outstanding citizens and organisations.

**BACKGROUND**

The social cohesion and social capital of rural communities, such as those of Coonamble Shire, often rely on outstanding effort and long-term dedication by individuals and community groups. Additionally, some individuals, in their pursuit of individual goals and often with limited resources, achieve outstanding levels of excellence.

Recognition of each of these endeavours encourages and inspires other members of the community to 'aim high' and contributes to an ever-improving community.

**(a) Relevance to Integrated Planning and Reporting Framework**

P2.1.1 Facilitate creative and artistic initiatives that strengthens our connection to our identities, culture and our land.

**(b) Financial Considerations**

Implementation of this policy is covered partly in specific budgets for the Australia Day Awards and Nickname Hall of Fame; further allocations may be needed for one-off requests for plaque placement. A fee could be determined for such requests from the community.

**COMMENTARY**

Council currently has several mechanisms by which to recognise the Shire's outstanding citizens and organisations. These are operated in isolation from each other.

The objectives of the Outstanding Community Member Recognition Policy are:

- To identify a suite of means by which the recognition of outstanding community members of Coonamble Shire can be tangibly demonstrated.
- To develop and systematically apply criteria by which an outstanding community member can be identified and how their recognition can best be demonstrated.
- To develop a formal record of the Shire's outstanding community members.

If adopted, this policy would apply to the elected Council, Council directorates, departments and individual Council officials, either nominating an outstanding community member themselves or acting on requests or nominations from the community for the recognition of an outstanding community member or organisation.

The proposed policy is that:

Council recognises its community members, who are outstanding in their pursuit of individual excellence or have made a significant contribution to social cohesion or social capital within the Shire, through the application of consistently applied criteria to determine the most appropriate ways to perpetuate that recognition. The recognition measures can include:

- Australia Day Awards.
- Plaque on a park bench seat or other Council asset (e.g. a bridge) or installed on Council-owned land.
- The Nickname Hall of Fame.
- Certificates of Appreciation presented either on such days as Volunteer Day or NAIDOC Week, NAIDOC Community Day, other United Nations-declared International Days or Weeks or on an *ad hoc* basis.
- 'Our Outstanding Community Members' webpage on Council's website.
- Another organisation's Award recognition scheme, such as the NSW SES Awards for Bravery, etc.

This draft policy formalises several current recognition processes of Council, ensuring greater consistency in their application.

**(a) Governance/Policy Implications**

The draft policy brings greater coherence and clarity to a range of current operations of Council.

**(b) Legal Implications**

Where a nomination is made for a deceased person, criteria specify the canvassing of family members to ensure their formal agreement to the intended recognition.

**(c) Social Implications**

The policy perpetuates the existing influence of various awards in reminding the community of current and past outstanding citizens and organisations and may inspire further noble aspirations among the members of the community.

**(d) Environmental Implications**

None.

**(e) Economic/Asset Management Implications**

Continuing the Nickname Hall of Fame nomination process into the future builds a tourism asset that encourages prolonged visitation in the area. A register of the details and locations of recognition plaques will be required.

**(f) Risk Implications**

Legal risks in the cases of nominations of a deceased person for recognition are mitigated through various steps in the nomination process and selection criteria.

**RECOMMENDATION****That Council:**

- 1. Note the report on the draft Outstanding Community Member Recognition Policy.**
- 2. Publicly exhibit the draft Outstanding Community Member Recognition Policy, and associated nomination and selection criteria documentation, for at least a period of 28 days and provide members of the community at least 42 days in which to comment on the draft policy.**
- 3. At the end of the public submission period:**
  - (a) Receive a further report, including any submissions made on the draft Outstanding Community Member Recognition Policy, or**
  - (b) If no submissions are received, formally adopt the Outstanding Community Member Recognition Policy without change and publish it and the associated nomination and selection criteria documentation on Council's website.**



## OUTSTANDING COMMUNITY MEMBER RECOGNITION POLICY

### 1. BACKGROUND

The social cohesion and social capital of rural communities, such as those of Coonamble Shire, often rely on outstanding effort and long-term dedication by individuals and community groups. Additionally, some individuals, in their pursuit of individual goals and often with limited resources, achieve outstanding levels of excellence. Recognition of each of these endeavours encourages and inspires other members of the community to 'aim high' and contributes to an ever-improving community.

### 2. PURPOSE

The purpose of this policy is to implement a framework by which recognition can be given systematically and tangibly to outstanding community members.

### 3. POLICY OBJECTIVE

The objectives of the Outstanding Community Member Recognition Policy are:

- To identify a suite of means by which the recognition of outstanding community members of Coonamble Shire can be tangibly demonstrated.
- To develop and systematically apply sets of criteria by which an outstanding community member can be identified and the means by which their recognition can best be demonstrated and perpetuated.
- To develop a formal record of the Shire's outstanding community members.

### 4. LEGISLATION AND RELATED DOCUMENTS

This policy is to be read in conjunction with the following:

*Local Government Act 1993*

Australia Day Award nomination and winner selection criteria  
Nickname Hall of Fame nomination and selection criteria  
Plaque placement nomination and selection criteria  
Coonamble Shire Council Certificate of Appreciation template



**5. APPLICATION/SCOPE**

This policy applies to the elected Council, Council directorates, departments and individual Council officials, either nominating an outstanding community member themselves or acting on requests or nominations from the community for the recognition of an outstanding community member.

**6. POLICY**

Council recognises its community members, who are outstanding in their pursuit of individual excellence or have made a significant contribution to social cohesion or social capital within the Shire, through the application of systematically applied criteria to determine the most appropriate means, from a suite of means, to perpetuate that recognition, being:

- Australia Day Awards.
- Plaque on a park bench seat or other Council asset (eg. a bridge) or installed on Council-owned land.
- The Nickname Hall of Fame.
- Certificates of Appreciation presented either on such days as Volunteer Day or NAIDOC Week, NAIDOC Community Day, other United Nations-declared International Days or Weeks or on an *ad hoc* basis.
- ‘Our Outstanding Community Members’ webpage on Council’s website.
- Another organisation’s Award recognition scheme, such as the NSW SES Awards for Bravery, etc.

**7. DEFINITION**

**Council official** Councillors, members of staff, contractors, volunteers, those undertaking work experience with Council, and delegates of Coonamble Shire Council, including members of committees that are delegates of the Council.

**Community member** An individual or community-oriented organisation operating within Coonamble Shire.

<b>Title: Community Member Recognition Policy</b>		
<b>Department: Community, Planning, Development and Environment</b>		
<b>Version</b>	<b>Date</b>	<b>Author</b>
1.0	December 2024	D. Levick
<b>Review Date: September 2027</b>		
<b>Amendments in the release:</b>		
<b>Amendment History</b>	<b>Date</b>	<b>Detail</b>
<b>Annexure Attached:</b>		
Australia Day Award nomination and winner selection criteria Nickname Hall of Fame nomination and selection criteria Plaque placement nomination and selection criteria Coonamble Shire Council Certificate of Appreciation template		
<b>Paul Gallagher</b> <b>General Manager</b>		



**Get your nomination in before 4.30pm, Wednesday, DD January YYYY**



- Decide who you will nominate (they must live or operate within Coonamble Shire)
- Gather as much information as possible about their achievement.
- Find someone who will support the nomination you're making (name and phone number).
- Add the details to the form below and return to Council before the closing date (above).



**I am nominating:**

Name/Organisation:.....

Phone: .....



**Choose a category for your nomination (please check 1 only):**

- Citizen of the Year
- Young Citizen of the Year (under 26 years on 26 January 24)
- Community Group of the Year
- Community Event of the Year
- Sportsperson of the Year (over 18 on 26 January 24)
- Junior Sportsperson of the Year (aged under 18 years on 26 January 24)



**Reason for nomination:**

- This should be a major achievement or a series of achievements or contributions to the community during the year. Explain why this achievement is important (can be in dot points).
- Please attach any supporting documentation, such as a newspaper clipping, and feel free to write on the back of this form, if more space is needed.

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**Your details:**

Name:.....

Phone: .....

5.

**Details of the person supporting this nomination:**

Name:.....

Phone: .....

6.

**Add further details about your nominee here, if you need more space:**

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**Get your nomination in before 4.30pm, Wednesday, DD January YYYY**

7.

**Return your completed form in an envelope marked:**

Australia Day Award Nomination  
Coonamble Shire Council  
PO Box 249  
Coonamble NSW 2829



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## Australia Day Awards – Selection Criteria

### Eligibility for consideration:

- The nominee has not received the Australia Day Award in the same category in the past five years.
- For the Young Citizen of the Year Australia Day Award, the nominee has not yet had their 26<sup>th</sup> birthday before the day the award is presented.
- For the Sportsperson of the Year Australia Day Award, the nominee has had their 18<sup>th</sup> birthday before the day the award is presented.
- For the Junior Sportsperson of the Year Australia Day Award, the nominee has not yet had their 18<sup>th</sup> birthday before the day the award is presented.
- For the Community Group of the Year Australia Day Award, the nominee must be a community-oriented group, delivering outcomes that primarily benefit the community (as determined by and agreed to by a majority of the Award panelists).
- For the Community Event of the Year Australia Day Award, the nominee event must demonstrate a degree of inclusivity of the diversity of the local community, including different age groups; be accessible (including affordability for families); create a positive image for Coonamble, locally, regionally and nationally; and have implemented an effective and systematic marketing campaign in its lead-up.
- The nomination should be in recognition of a major achievement or significant contribution or series of achievements or contributions in the past year (or recent five years or more if a series of achievements or contributions).

### Criteria to rank nominations:

- Breadth of achievement: was the achievement in only one sport or benefiting only one segment of the community or across several sports and benefiting multiple segments of the community?
- Scale and level of the achievement in relation to the means of the nominee; giving greater preference to the nominee that overcomes greater odds to record the achievement/contribution.
- Depth of devotion and discipline demonstrated by the nominee's practice and training schedule or time devoted to make their contribution to the community, above and beyond what might be available to others in a similar position.
- Degree and consistency of sportsmanship / goodwill shown by the nominee towards team mates / others.
- Degree of self-reliance drawn upon to record the achievement or contribution: was the nominee part of a team? Did the nominee receive external assistance?
- In the case of the Community Event of the Year: have demonstrated a high degree of inclusivity of the diversity of the local community; a high degree of accessibility; have created a positive image for Coonamble (locally, regionally and nationally); and been promoted through an effective and systematic marketing campaign in its lead-up.

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### **Australia Day Awards – Selection Panel Membership**

The selection panel shall consist of the following, with decision by consensus or by majority vote when consensus cannot be achieved, meeting in mid-January each year.

<b>Member</b>	<b>Alternative</b>
Mayor	Deputy Mayor or nominated Councillor
General Manager	Director of Community, Planning, Development and Environment
Manager Ec Dev and Growth	Tourism and Events Officer
Previous Year's Citizen of the Year	
Previous Year's Sportsman of the Year	



## Coonamble Nickname Hall of Fame Nomination Form

*(to be completed by the person making the nomination and the person being nominated)*

To be eligible for nomination, the person being nominated must be or have been a Coonamble Shire 'local' of more than 10 years and have been known by a consistent nickname for five or more years.

Nominations will be assessed by a three-person selection panel (comprising the General Manager or his/her nominee, the Mayor or Deputy Mayor, and an adult member of the public (who is not an officer of Council), against the criteria found on the reverse side of this nomination form.

### Details of the person making the nomination

First and Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone contact: \_\_\_\_\_ Email contact: \_\_\_\_\_

I acknowledge that I have read the Selection Criteria and believe the person I am nominating meets the criteria. Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

*I hereby wish to nominate the following individual:*

### Details of the person being nominated for induction into the Nickname Hall of Fame

*(to be completed by the nominee or someone who holds Power of Attorney for them, or the Interment Rights of the nominee if he/she is already deceased)*

I am completing this nomination as: the nominee   
 \* the person who holds Power of Attorney for the nominee   
 \* the holder of the Interment Rights of the nominee

First and last name of Nominee: \_\_\_\_\_

My address: \_\_\_\_\_

\* My first and last name: \_\_\_\_\_

Phone contact: \_\_\_\_\_ Email contact: \_\_\_\_\_

Nickname: \_\_\_\_\_

■ I acknowledge that I have read the Selection Criteria and agree to the nomination being considered against these criteria. Yes  No

■ I agree to sit for an artist or to provide several quality 'head and shoulder' portrait photographs, taken from several angles, for the purpose of having a cartoon portrait/caricature produced for the Coonamble Nickname Hall of Fame Yes  No

■ I believe I have a sufficiently interesting life story and/or story about my nickname to be inducted into the Coonamble Nickname Hall of Fame and agree to this 'story' being used in association with my cartoon portrait/caricature. Yes  No

■ I agree to Coonamble Shire Council using my cartoon portrait/caricature and Coonamble Nickname Hall of Fame 'story' for long-term public exhibition, promotion and retail merchandise, waiving any rights and claim to any remuneration for myself or my heirs in relation to induction into the Coonamble Nickname Hall of Fame. Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Coonamble Shire Council collects, stores, accesses, uses and discloses any personal Information you provide in order to facilitate services, customer requests and Council business, in accordance with obligations under the Privacy and Personal Information Protection Act 1998 and Council's Model Privacy Management Plan. The retention and disposal of your personal information is governed by the Local Government Record-Keeping Rule GA39. Council takes all reasonable and appropriate steps to protect the privacy of individuals as required by law.

## Coonamble Nickname Hall of Fame – Selection Criteria

If the nominee or his/her immediate family (in the case of a deceased person) agree to the nomination, the following selection criteria will be applied to determine induction into the Coonamble Nickname Hall of Fame.

- The nominee has been a resident of Coonamble Shire for 10 years or more.
- Two other long-term Coonamble Shire residents confirm that the person has been known by their nickname for five years or more.
- The nominee has agreed to the production of a cartoon portrait/caricature.
- The nominee has agreed to make themselves available to produce a 'story' about their nickname and/or other life facts
- The nominee's nickname and 'story' relating to how they earned their nickname and/or other interesting life events and facts would not be considered offensive, rude or crass to a general member of the public.
- The nominee has agreed to the use of their cartoon portrait/caricature and 'story' for long-term public exhibition, promotion and retail merchandise and has agreed to waive any rights and claim to any remuneration for himself/herself or heirs in relation to induction into the Coonamble Nickname Hall of Fame.
- In the case of a nomination being accepted by a person holding Power of Attorney for the nominee, a certified copy of the original Power of Attorney documentation (signed by a Justice of the Peace) is attached to the nomination.
- In the case of a deceased person's being nominated, a certified copy of the original Interment Right documentation (signed by a Justice of the Peace) is attached to the nomination.
- In the case of a deceased person's being nominated and meeting other criteria for induction, their nomination has been publicly exhibited for 28 days to determine whether other family members have any objection to the induction proceeding.





### Coonamble Nickname Hall of Fame – Selection Criteria

If the nominee or his/her immediate family (in the case of a deceased person) agree to the nomination, the following selection criteria will be applied to determine induction into the Coonamble Nickname Hall of Fame.

- The nominee has been a resident of Coonamble Shire for 10 years or more.
- Two other long-term Coonamble Shire residents confirm that the person has been known by their nickname for five years or more.
- The nominee has agreed to the production of a cartoon portrait/caricature.
- The nominee has agreed to make themselves available to produce a ‘story’ about their nickname and/or other life facts
- The nominee’s nickname and ‘story’ relating to how they earned their nickname and/or other interesting life events and facts would not be considered offensive, rude or crass to a general member of the public.
- The nominee has agreed to the use of their cartoon portrait/caricature and ‘story’ for long-term public exhibition, promotion and retail merchandise and has agreed to waive any rights and claim to any remuneration for himself/herself or heirs in relation to induction into the Coonamble Nickname Hall of Fame.
- In the case of a nomination being accepted by a person holding Power of Attorney for the nominee, a certified copy of the original Power of Attorney documentation (signed by a Justice of the Peace) is attached to the nomination.
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- In the case of a deceased person’s being nominated and meeting other criteria for induction, their nomination has been publicly exhibited for 28 days to determine whether other family members have any objection to the induction proceeding.

### Coonamble Nickname Hall of Fame – Selection Panel Membership

The selection panel shall consist of the following, with decision by consensus or by majority vote when consensus cannot be achieved, meeting as required.

<b>Member</b>	<b>Alternative</b>
Mayor	Deputy Mayor or nominated Councillor
General Manager	Director of Community, Planning, Development and Environment
Manager Ec Dev and Growth Tourism and Events Officer	Director of Community, Planning, Development and Environment
Community member of 20+ years	



## Recognition Plaque Nomination Form

*(to be completed by the person making the nomination and the person being nominated\*)*

To be eligible for nomination, the person being nominated must be or have been a Coonamble Shire 'local' of more than 10 years. If a community organisation, it must have operated continuously for 25 years or more.

Nominations will be assessed by a three-person selection panel (comprising the General Manager or his/her nominee, the Mayor or Deputy Mayor, and an adult member of the public, who is not an officer of Council), against the criteria found on the reverse side of this nomination form.

### Details of the person making the nomination

First and Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone contact: \_\_\_\_\_ Email contact: \_\_\_\_\_

Are you submitting the nomination on behalf of an organisation? Yes  No

If you answered 'yes' to the above question, which organisation: \_\_\_\_\_

I acknowledge that I have read the Selection Criteria and believe the person I am nominating meets the criteria. Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

*I hereby wish to nominate the following individual:*

### Details of the person/organisation being nominated for a recognition plaque

*(to be completed by the nominee or someone who holds Power of Attorney for them, or who holds the Interment Rights of the nominee if he/she is already deceased)*

I am completing this nomination as: the nominee   
 \* the person who holds Power of Attorney for the nominee   
 \* the holder of the Interment Rights of the nominee

First and last name (or organisation name) of Nominee: \_\_\_\_\_

Preferred location/placement of plaque: \_\_\_\_\_

\* My address: \_\_\_\_\_

\* My first and last name: \_\_\_\_\_

Phone contact: \_\_\_\_\_ Email contact: \_\_\_\_\_

Amount to be contributed by the nominator for the plaque's placement: \$ \_\_\_\_\_

■ I acknowledge that I have read the Selection Criteria and agree to the nomination being considered against these criteria. Yes  No

■ I agree that Coonamble Shire Council has final decision in determining the placement of the requested plaque. Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Coonamble Shire Council collects, stores, accesses, uses and discloses any personal Information you provide in order to facilitate services, customer requests and Council business, in accordance with obligations under the Privacy and Personal Information Protection Act 1998 and Council's Model Privacy Management Plan. The retention and disposal of your personal information is governed by the Local Government Record-Keeping Rule GA39. Council takes all reasonable and appropriate steps to protect the privacy of individuals as required by law.



### Recognition Plaque – Selection Criteria

If the nominee or his/her immediate family (in the case of a deceased person) agree to the nomination, the following selection criteria will be applied to determine whether a recognition plaque will be placed in Coonamble Shire.

- The nominee has been a resident of Coonamble Shire for 10 years or more or, for an organisation, operated continuously within Coonamble Shire for 25 years or more.
- The nominee person or organisation has made a consistent contribution to the well-being, development and/or social capital and social fabric of the community for 10 or more years, in the case of a person, or 25 or more years, in the case of an organisation.
- It is physically possible to place a plaque in the location, and of the type, requested or in a location and of a type determined following negotiations with the nominator.
- The General Manager, or his/her delegate, has agreed to allocate the balance of the cost to install the plaque at the location and of the type agreed between Council and the nominator.
- The nominee or the person holding Power of Attorney for the nominee or, in the case of a deceased person, the holder of the Interment Right for the nominee, has agreed to the nominee’s name and contribution to the community of Coonamble Shire being recognised on a plaque mounted in a public area.
- In the case of a nomination being accepted by a person holding Power of Attorney for the nominee, a certified copy of the original Power of Attorney documentation (signed by a Justice of the Peace) is attached to the nomination.
- In the case of a deceased person’s being nominated, a certified copy of the original Interment Right documentation (signed by a Justice of the Peace), relevant to the nominee, is attached to the nomination.
- In the case of a deceased person’s being nominated and meeting other criteria for recognition by way of a plaque, their nomination has been publicly exhibited for 28 days to determine whether other family members have any objection to the induction proceeding.

### Recognition Plaque – Selection Panel Membership

The selection panel shall consist of the following, with decision by consensus or by majority vote when consensus cannot be achieved, meeting as required.

<b>Member</b>	<b>Alternative</b>
Mayor	Deputy Mayor or nominated Councillor
General Manager	Director of Community, Planning, Development and Environment
Manager Parks and Urban Services	Director of Infrastructure
STO Parks and Urban Services	
Community member of 20+ years	

# Certificate of Appreciation

This certificate is awarded to

*Name*

for

Services to the Community  
and Environment

11 September 2024

Daniel Keady, Mayor

Date

**COONAMBLE**  
SHIRE COUNCIL

**10.13 WASTE OPERATIONS REPORT NOVEMBER 2024****File Number: G 1-1****Author: Janelle Whitehead-Manager Waste, Recycle & Employment****Authoriser: Barry Broe, Director Community, Planning, Development and Environment****Annexures: Nil****PURPOSE**

To provide information on the activities within Council's Waste, Recycling and Employment Opportunities Section for the last month.

**EXECUTIVE SUMMARY**

This report provides an update on last month's activities.

**BACKGROUND**

Council is continuing to operate and improve the three waste facility sites at Coonamble, Gulargambone, and Quambone.

Implementation of re-cycling is continuing to reduce landfill deposits and keep existing resources circulating within the economy, thereby reducing the need to use new resources.

There are many new initiatives in terms of services and facilities that could be implemented in waste (e.g. recycling). The focus is on a staged, fundable, and manageable roll-out program of initiatives that is well communicated and efficiently delivered.

The overall approach currently is consolidation before expansion and new initiatives. An integral requirement of this is to ensure efficient and effective administration and management, e.g. procurement practices, efficient use of resources and plant, value for money investments.

The right balance needs to be struck between consolidation, continuous improvement of current operations, and new initiatives.

**(a) Relevance to Integrated Planning and Reporting Framework**

All actions and strategies related to waste and the environment.

**(b) Financial Considerations**

Funding is needed to ensure the compliance of the Environmental Protection Authority (EPA), take over waste collection, and roll out any new initiatives.

## STRATEGIC DIRECTIONS AND PRIORITIES

Given it is coming up to a year since the landfill management and 6 months since bin collection was taken back in house by Council, it is a timely opportunity to internally review and assess progress and set some future directions.

Analysis most recently of the following key issues has been undertaken:

- Recruiting the key roles and establishing the unit (e.g. admin assistant)
- Options to convert the piles of concrete at the landfill into useable road base material
- Future use of blue skip bins and trial outcomes
- Planning and seeking a grant for the plant training school
- Options to move towards automatic counting of cans.
- Addressing EPA compliance – plan being developed to clean up Stage 1 of the old landfill site.
- Matching charges with actual services – there are premises still putting out more bins than they are paying for, audits are ongoing.
- Demand management – using comms to encourage people to reduce their waste or at least consolidate/reduce the number of bins to save their costs and our collection and landfill costs
- Planning for the scope of any commercial work offered and revenue generating measures

### ***Return & Earn***

At the Coonamble waste facility 292,417 containers have been returned for recycling since 24 June 2024. The number is steadily rising, and it has given cash of \$29,417 to residents, as well as avoiding the need for all these containers going to the landfill. At Quambone return and earn is seeing increasing numbers, pickup exchange occurred last week

### ***Re-use & recycling shed***



Business is continuing at the re-use shop with most initial stock gone and replenishment ongoing. Items already collected include furniture, household goods, golf clubs, kitchen utensils, builder throw outs. The re-use shop is at the Coonamble transfer station on Quambone Road. The hours of opening are Wednesday, Thursday, and Friday, 9 am to 1 pm.

**Coonamble waste depot activities**

Weighbridge structure installation has occurred. Issues outstanding being resolved before operations can start including water ponding, electrical cabling and minor earthworks.



*Compactor working on landfill*

### Scrap metal

The scrap metal stockpile has built up again after 3 months. Infrabuild and other scrap metal dealers have been asked to quote to pay us for it.



### Gulgargambone Scrap metal



### Quambone Scrap metal



### Safety

WHS/Safe work site visits, toolbox meetings and improved signage are being implemented.

Plant prestart and logbook training continues as part of toolbox meetings.





**Bulky waste collection**

Gulgambone residents are not complying with red bin collection deposit rules. Steel, green waste and concrete have been put in the bins. Residents have been advised this is not acceptable. These items can cause truck breakdown and mechanical and electrical failures.

Bulky bin trials were completed in Quambone, Combara and Coonamble. The majority of the feedback was positive.

Gulgambone 10 locations were advised to community. Three of those locations were implemented before the accident to our hook bin truck after which the service could not continue.

**Drum muster.**

Our 'drumMUSTER' collection has increased with our yard at full capacity. Arrangements are being made for a pickup from contractor. We receive 20c/drum. Training for staff is planned for December 3 to go electronic with data.



**Training**

New recruit's work health and safety induction, including introduction to plant and process. Rapid response occurred to ensure service continuity after a truck accident.



*Relief truck operator going through prestart operations before bin collection*

**Asbestos training dubbo**

Three staff attended training in Dubbo to gain the required skills and training to safely remove and dispose of non-friable or bonded asbestos. They will be able to recognise and manage the associated risks and work as an asbestos removal specialist for a licensed Class B asbestos removal company.



*Plant operator training clearing the boundary fence line of windblown litter.*

**Wake up Shake up pre-employment program**

Last workshop for 2024 will be held in December



*November Wake Up Shake Up training*

**Concrete stockpiles**

Quotes are being sourced for crushing waste to road base to utilise for our waste facilities improving all weather access. this project is planned for 2025.



## Community engagement

Meetings were held with:

- Government stakeholders
- Business and corporates
- Net waste
- Net zero
- Schools
- Safer communities' group
- NIAA
- Fusion Training
- Coonamble police

## Other waste stations

Quambone transfer station is being well managed, limiting deposits through recyclables. Cardboard, scrap steel, and green waste separated stockpiles get transferred to Coonamble.

A site visit on November 20 identified some minor works to be completed around the tip drop off area, for example a barrier as a safety measure to stop vehicles reversing too far back and the need for some additional signage around the drop off points for waste stockpiles.

Cell cover will be actioned prior to the Christmas shut down period.

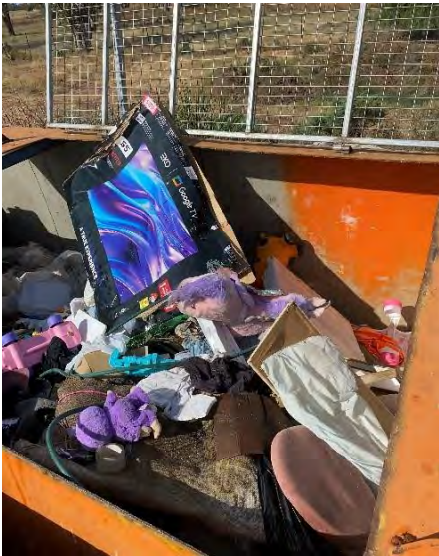
A blue skip bin is planned for access at the front of the waste facility on the stock route during the shutdown period.

**Gular**

Fortnightly collection occurs of the orange skip bin from the waste facility.



Blue bulky waste collection from Gulargambone Highway. Although only 3 locations were collected, resident feedback was very positive.



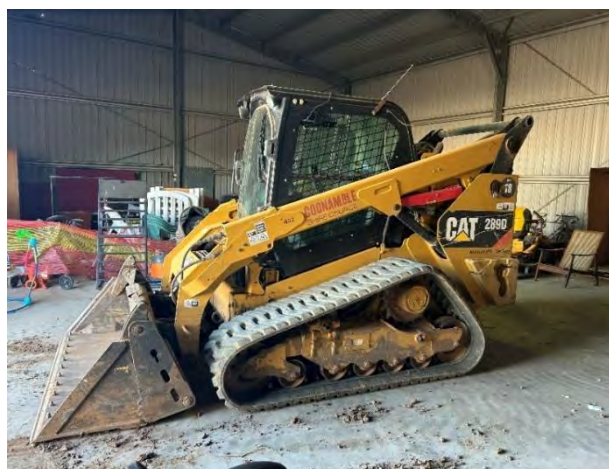
### Illegal dumping

This has reduced during blue skip bin trial. This is the only site recorded for cleanup, Conimbia Street on the river.



### Plant & Equipment

*Loader and compactor – second hand plant purchases (VFM)*



*Skid steer with attachments*



*Smaller hook bin truck for 2-6 cubic metre skips bins*

### **SOTS Auction**

Items removed from are at the waste depot and an online auction is planned, in accordance with a previous Council resolution.



### **Paper**



We are looking at options to transport cardboard and paper from landfill to Visy.

**Old landfill site**

Work was done to secure the fencing again and fix the signage.



*Secure site with fencing and signage.*

**Customer Requests**

Waste generates a lot of customer requests and complaints. Summary table from last month below

Customer Request	Status	Number
Missed bin Coonamble	Collected	6
Gulargambone resident concern at contract management and pricing at transfer station	Response provided	1
Gulargambone request for blue bulky waste bins		6
Gulargambone women’s group request for green and yellow bins .	Response provided	8
Coonamble enquiry about taking rubbish to the waste facility in shuttles.	Charged at cubic metre rates	1
Inquiry on cardboard, motor oils and batteries recyclable	Information on face book	5
Coonamble Residents /business putting out more bins than paid	Advised need to pay for additional services	10
Quambone new service request	Actioned	1

Residents putting green waste and scrap metal and concrete in red bins this has been	Advised and not picked up	4
Total		42

**(a) Governance/Policy Implications**

Updated policies and procedures need to be reviewed and updated, especially as more change and new initiatives are implemented, and new staff are employed.

**(b) Legal Implications**

Council needs to meet all laws and regulations including environmental, safety and health.

**(c) Social Implications**

Continuous engagement with the community and education is ongoing to explain the required changes and encourage recycling.

**(d) Environmental Implications**

Council needs to actively work to maintain a clear focus on protecting the environment surrounding each of the landfill sites and waste facilities and achieve EPA compliance.

**(e) Economic/Asset Management Implications**

Council needs to actively work to avoid financial penalties. Assets must also be well managed to minimise whole of life costs. Also ensuring budgets and resources are reviewed and effectively managed and initiatives are staged in a manageable and fundable way.

Quotes currently being obtained for new plant and machinery to reduce reliance on high-cost plant hire.

**(f) Risk Implications**

The main risks that must be well managed are health and safety, environmental, costs and public satisfaction with the services. The transition to waste collection in-house is a risk also to be managed cost effectively.

Fees and charges must reflect the cost of the services being provided – user pays is the key principle.

**CONCLUSION**


The key activities of establishing a well-maintained facility and waste operations have continued within the Waste Section for the past month with continuous improvement being implemented across all sites and services.

**RECOMMENDATION**

**That the monthly report on waste activities be received and noted.**



**10.14 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT**

**File Number:** D5  
**Author:** David Levick-Manager Economic Development and Growth  
**Authoriser:** Barry Broe, Director Community, Planning, Development and Environment  
**Annexures:** 1. Grant data table [↓](#) 

**PURPOSE**

The purpose of this report is to provide Council with an update on recent activities and the progress of projects that contribute to the economic development and growth of the Local Government Area (LGA).

**BACKGROUND**

The economic development and growth function is tasked with providing effective and efficient delivery of a broader economic base for the LGA, enhancing business prospects, growth, and development.

The function facilitates the development of programs and activities that will stimulate economic development by assisting growth and retention of businesses, as well as aiming to reduce barriers and attract diverse, sustainable, and responsible new industry development and improve the profile of the Coonamble LGA to attract investment, industry, new residents, and tourism.

**(a) Relevance to Integrated Planning and Reporting Framework**

- ED1.2 Develop our economy, including the visitor economy.
- I1.5 Adopt successful strategies which maximise our community’s access to quality infrastructure and assets.

**(b) Financial Considerations**

Activities undertaken as described in this report are within approved operational budget allocations for tourism and economic development activities and capital projects or are funded through grant monies.

**COMMENTARY**

Economic Development and Growth

The following summarises progress on key initiatives.

*Coonamble’s Main Street Enhancement*

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- Weight/load capacity for awnings in Coonamble’s main street determined
- Integrity of awnings in Coonamble’s main street determined
- Building owners advised of outcomes of inspections
- Immediate remedial actions taken, where advised
- Paint scheme colour palette received for awning painting project

- Lighting determined to highlight Art Deco streetscape
- CBD Precinct Masterplan developed

Commentary: Electricity upgrades to be scheduled with Essential Energy infrastructure work in 2025-26. Lighting audit to be carried out to determine 'dark zones' under awnings.

*Housing Development*

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- EOI/ seeking interest from developers done
- Housing contract for modular homes signed
- Carry out civil works (services, road, kerb & guttering)
- Manufacture housing components
- Assemble housing on site

Commentary: Contract for the supply of housing with Simmons Group signed. Site visits held. Quotes received for subdivision design and electricity infrastructure design. Installation and connection of the Sewerage Pumping Station to the sewerage network underway.

*Land Development & re-zonings*

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- Rezoning determined for more industrial land and for improved alignment of zoning to current usage across Coonamble township
- Planning Report drafted for rezoning of the old sheepyards site and submitted to the Department of Planning
- Planning Report drafted for rezoning of the Artesian bore bath project site and submitted to the Department of Planning
- Planning Report drafted for house-keeping rezoning for such areas as the Coonamble Showground
- Planning Report ratified by Council
- Planning Report submitted for adoption

Commentary: Planning Proposals to create an industrial/employment zone at the old Coonamble Sheepyards and recreational zone to facilitate the bore bath development and showground have been finalised.

*Youth Accommodation – Coonamble and Gulargambone*

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- Advertise RFT for design-and-construction of the youth accommodation units at Coonamble and Gulargambone
- Assess tenders for Youth Accommodation
- Seek further quotations and consider scope adjustments to match budget
- Award contract
- Build Youth Accommodation in Coonamble and Gulargambone

Commentary: Tenders were sought from three contractors to better align scope with the project budget; two made submissions, both well over budget. Negotiations have been since held to amend the scope to align with budget. Discussions are underway with a preferred contractor.

*Artesian Bore Bath project*

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- Take ownership of site
- Complete Geotech and soil contamination studies
- Bore application submitted
- Prepare and submit PPP submission to OLG
- Complete site clean-up and demolition
- Design consultant to be procured

Commentary: Demolition and clean-up work halted while a workplace incident is being finalised. Project sign erected on site. Office of Local Government requested further information for consideration of the Public Private Partnership, this has been provided.

*'Real Country' Regional Tourism Collaboration*

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- Real Country Destination Strategic Plan adopted
- Real Country project, Warrena Creek Reserve development business case adopted in principle
- Real Country infrastructure works incorporated into Warren Creek Reserve Plan of Management
- Community consulted on the draft Plan of Management for Warrena Creek Reserve, incorporating proposed Real Country developments

Commentary: Further development of this project is now being pursued as part of the rPPP Stream 1 submission. Suggested itineraries across the whole Real Country region are being developed by tourism staff from all three participating Shires, for promotion on individual Council and the Real Country websites. Grant closure report included in this Business Paper.

*Coonamble Region Art Trail*

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- Artist brief and project brief developed
- Artist liaison confirmed
- Public Art Advisory Panel appointed
- Detailed submissions invited
- Artworks produced and installed

Commentary: Site inspections carried out. Project manager to be appointed and project initiated in February 2025.

Grants (Community, Planning, Development & Environment led)

Overview:

<b>Grants completed &amp; awaiting acquittal</b>	<b>Comment</b>
Reconnecting Regional NSW	
Winter / Spring Holiday Fun Grant	
Coonamble Family and Youth Fest	
Riverside Caravan Park Development	

<b>Grants in progress</b>	<b>Dept</b>	<b>Due</b>	<b>Comment</b>
Coonamble Artesian Bathing Experience	CPDE	27-MAR-26	In progress; site cleared; Public Private Partnership application to OLG submitted.
Coonamble Youth Empowerment Program	CPDE	30-MAY-25	In progress; Term 4 delivery underway; meetings with participants' families held; camp held during last holiday period.
Youth Accommodation	CPDE	30-MAY-25	In progress; Negotiations with contractors underway to align scope with funding
Coonamble Region Art Trail	CPDE	28-FEB-26	In progress; initiated with artist brief and project brief developed.
Elsa Dixon Aboriginal Employment Grant	CPDE	15-AUG-25	In progress.
Illegal Dumping Prevention (Baseline Data)	CPDE	15-JUL-25	In progress; monitoring equipment to be purchased and strategy drafted.
Seniors Week 2025	CPDE	30-MAY-25	Preliminary planning in progress for implementation during Seniors Week 2025.

Further details on the above grants, their dollar value, due dates, and milestones are attached at the end of this report.

Grant submissions made:

*Crown Reserves Improvement Fund (Quambone Racecourse Upgrades).*

In summary, the submission is to fund installation of a disabled toilet, upgrading the entrance road, renewing the boundary fence, and installing an irrigation system to maintain the grassed area for grass.

**Amount requested:** \$315,510.

*Local Government Apprentices, Trainees and Cadets – Round 1*

In summary, this submission was for three apprenticeships (horticulture, mechanic and plumber), one traineeship (Health and Building Surveyor) and two cadetships (Engineer and Accounting/Finance). The grant pays for salaries and up to 15% of on-costs associated with the positions.

Successful grant applications:

Seniors Week Grant: \$5,000 for Seniors Go Wild – a bus trip for Coonamble Seniors to the Taronga Western Plains Zoo, Dubbo in March 2025.

Communications

Council continues to maintain its communication with the community through:

- 1 x weekly half-page advertisement, *Weekly Connect* in *The Coonamble Times* – advertising Requests for Quotations, Tenders and Expressions of Interest, policies and other reports currently on public exhibition and upcoming events for the community.
- Paid classified advertising for current tenders, requests for quotations, expressions of interest and positions vacant.
- Posts in the News column on the homepage of Council’s website, on various topics as required.
- Posts in the Events Calendar hosted on Council’s website.
- Posts on Council’s Facebook page, on various topics including all media releases.
- Council’s website – sharing all policies, plans and procedures, fees and charges, and documents for public exhibition, in the spirit of open and transparent governance.
- Media releases as required – on road conditions, project milestones, water supply interruptions – distributed to print, radio and TV media across the Central West.

**Website:** During November, the Council webpage that attracted the highest number of hits was the Employment page, with 403 hits, followed by the Contacts page (354 hits) and Council meetings page (294 hits).

**Facebook:** During November, Council gained 14 new followers on its Facebook page, bringing the total number of followers to 3220, with 67% of followers being women and 33% men. The Facebook post on the variation to Waste Collection Services of 13 November attracted the biggest reach of 1,497. During November, there were 40 posts to Facebook to communicate news and updates to various operational matters to the public.



Media Releases: At the time of preparation of this report, there have been two media releases in relation to the Community Survey commissioned by Council and to National Asbestos Awareness Week. These are distributed to radio, TV and newspaper outlets.

Three overlapping media release documents from Coonamble Shire Council. The first is dated Monday, 25 November 2024 and is titled 'COMMUNITY SURVEY UNDERWAY'. The second is dated Monday, 25 November 2024 and is titled 'CONSULTATION ON FEEDLOT EXPANSION PROPOSAL'. The third is dated Thursday, 28 November 2024 and is titled 'NATIONAL ASBESTOS AWARENESS WEEK'.

Weekly Connect newspaper advertising: since the previous meeting of Council, the Weekly Connect has highlighted the following topics:

- Australia Day nominations.
• Presentation of the Financial Statements of Council in December.
• Meetings of Council being open to the public as observers.
• How to report issues to Council for formal follow up.
• Work beginning on new amenities at Gulargambone and Coonamble sportsgrounds.
• Items on public exhibition.
• Suggestions for the Capital Works Plan.
• Reminder of instalment due dates for Rate Notices.
• Solar Lighting installed in various locations in Coonamble.
• A calendar of events.

Weekly Connect newspaper advertisement for Coonamble Shire Council. It features three main sections: 'Solar lighting installed in Coonamble' with a photo of a street at night, 'Council asking community for feedback' with a QR code, and 'Meetings open to public'.

Weekly Connect newspaper advertisement for Coonamble Shire Council. It features three main sections: 'Work on change rooms begins across Shire' with a photo of a building, 'Instalment payments' with a photo of a person, and 'Capital Works plan suggestions sought'.

At the November Ordinary Meeting, the current communications strategy by which Council communicates news of its decisions and operations was discussed, with the principle being to get the messages out there on all the good work of Council.

Costs to implement the current strategy are:

- Website hosting = \$ 246/month
- Facebook posts = \$ 0/month unless boosted
- Media releases = \$ 0/month
- Weekly Connect newspaper advertising = \$1,760/month

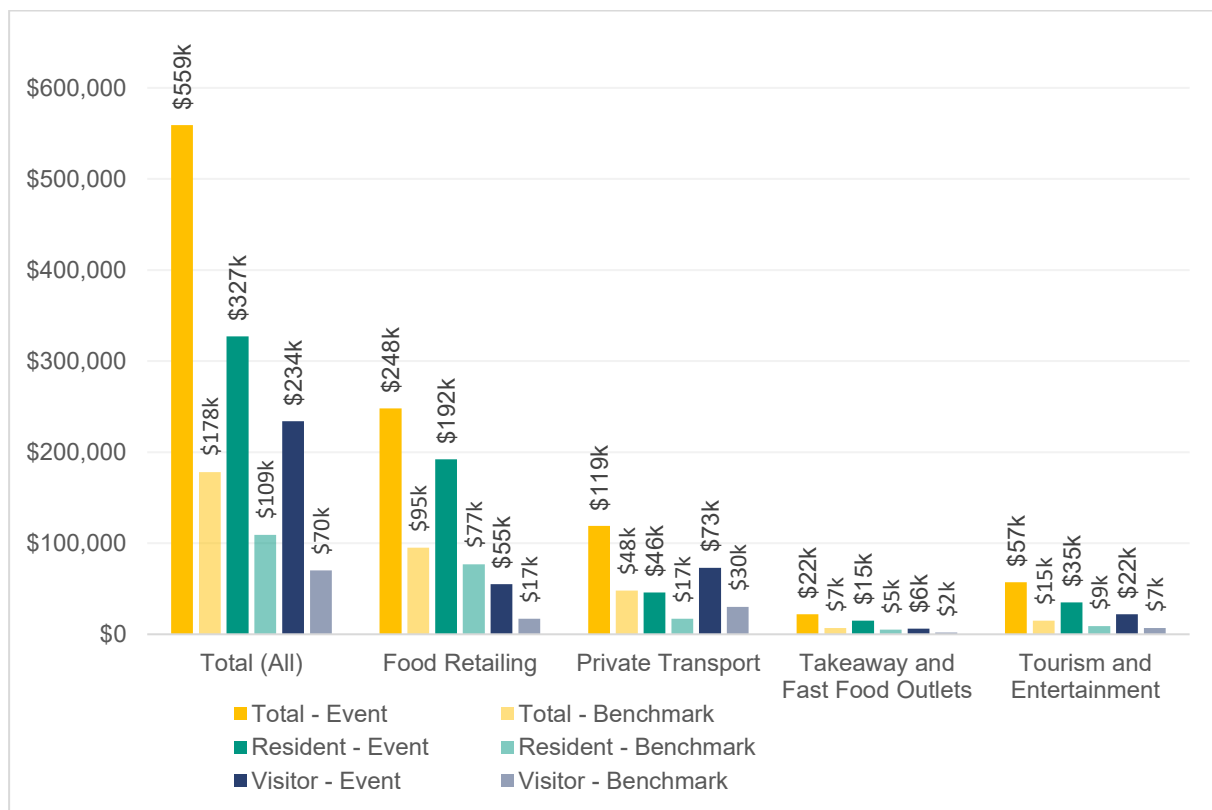
Alternatively, Council could reduce the frequency of print newspaper advertising and pay \$880 each month for a full-page advertisement.

Additionally, Council could return to producing its double-sided A4 *Community Connect* newsletter and bulk mail out to all households in the shire for about \$2,500 per month (including materials and postage costs).

Economic Activity during the October long weekend

Council has traditionally subscribed to economic data from REMPLAN, however, during the past year, it has been testing an alternative source from CounciliQ – a Commonwealth Bank database of spending trends through card transactions.

The CounciliQ database enables more specific interrogation of data, such as for the period of the October long weekend, 4 to 7 October 2024 (Friday through to Monday, inclusive), compared to the benchmark period of the October long weekend in the previous year (29 September to 2 October 2023).



This most recent long weekend included the annual Greyhound Racing Carnival, along with several new events, including the Cinderella performance at The Plaza Theatre, the Vision Splendid Country Music Concert in the main street, and the Harvest Lunch.

For the same long weekend period in 2023, it is estimated that residents and visitors spent \$178,000 in Coonamble Shire. This year, the spend increased to \$559,000 – a 214% increase.

Local residents themselves gave wholehearted support to events this past long weekend, increasing their spend from \$109,000 in 2023 to \$327,000 this year (a 200% increase).

Meanwhile, visitors increased their spend from \$70,000 in 2023 to \$234,000 in 2024 (a 234% increase).

Council supported these events through a \$5,000 sponsorship of the inaugural Harvest Lunch event. Council was also able to access \$150,000 to offer the Vision Splendid Country Music Concert through a Transport for NSW Open Spaces Program grant. This funding program was a one-off offering and should not be expected in future years.

For Council, the \$559,000 total spend in the Shire during this period, for an outlay of \$155,000, gives a 'return on investment' of 160%. This poses the question whether Council should commit funding in the FY25-26 Budget to ensure similar events are held during the long weekend of October 2025 or leave this to market forces and local entrepreneurship.

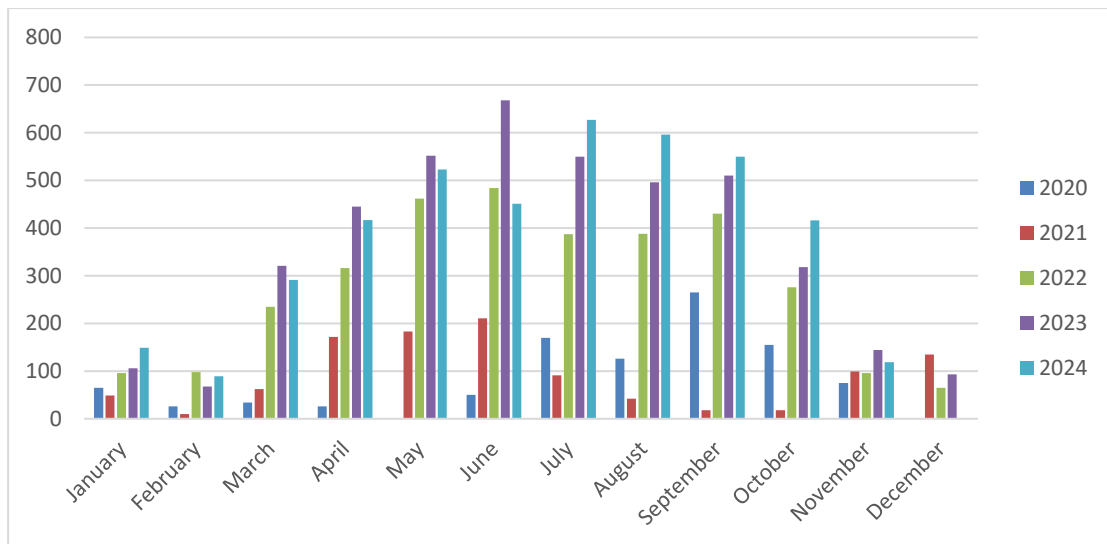
#### Tourism and visitation

- **Coonamble Information and Exhibition Centre**

Between 31 October and 27 November, the Information and Exhibition Centre welcomed 119 visitors to the Coonamble Shire.

This represents a significant drop, compared to numbers recorded the month prior. This is to be expected as the warmer weather comes into effect and is generally consistent with regular trends. It is worth noting that the number of visitors during the reporting period is less than in 2023, however, considering the well above-average visitation in October, this minor reduction has resulted in a significant impact.





Marketing and promotions

- **Social media engagement @VisitCoonamble**

Between 27 October and 27 November, the @VisitCoonamble social media accounts on Facebook and Instagram has seen a drop in engagement. This can be attributed to less content production, following a very busy period in October, the previous month.

- **Taste of Coonamble Hampers**

The Coonamble District Store serves as an opportunity to showcase our region's culture, lifestyle and experiences by promoting local businesses and artists through a range of merchandise available for purchase.

As a special promotion heading into the festive season, staff have collaborated with local suppliers to put together 'Taste of Coonamble, Christmas Hampers'.

Each hamper has been suitably packaged for residents to be able to conveniently send by post to friends and family outside the area or hand deliver. Each hamper includes a Saltbush Damper Base from Gilgooma Goods, a jar of preserve by Amanda Colwell using local ingredients, Coonamble Lions Club Christmas Cake, dehydrated Fruit Cocktail Garnish, by Dubbo Street Food Cart, a gift tag featuring artwork by Miss Vet and printed in Coonamble, and from the Information and Exhibition Centre merchandise collection, there will be a Visit Coonamble fridge magnet, boot cooler, a cattle tag key ring and Real Country stickers.

Hampers cost \$70. There is also the opportunity to include a unique, hand-screen printed linen table runner, featuring a Wayilwan-inspired artwork design by Uncle Sooty Welsh, for an additional \$50.

Hampers are available for pre-order and collection from the Coonamble Information and Exhibition Centre. They will also be available at the Christmas Street Party event, Saturday 14 December 2024.



## Events

- **Upcoming events:**

30 November, Coonamble Jockey Club Race Meeting

14 December, Coonamble Christmas Street Party

24 January, 'Reflect, Respect, Celebrate' Pool Parties (Coonamble and Gulargambone)

26 January, Australia Day gatherings in Coonamble and Gulargambone.

- **5 October, Vision Splendid Country Music Event**

'Vision Splendid' Country Music event was held during the October Long Weekend. The event was successful in activating the Coonamble main street, attracting more people into the town centre than ever before, while supporting an extensive program of events in the Coonamble Shire and Real Country region.

(a) **Governance/Policy Implications**

Policies relevant to activities reported here include the Community Consultation Policy.

(b) **Legal Implications**

There are no legal implications directly associated to this report.

(c) **Social Implications**

Projects and initiatives described in this report are undertaken with the objective of delivering social benefits to the Coonamble LGA.

**(d) Environmental Implications**

There are no environmental implications directly associated with this report.

**(e) Economic/Asset Management Implications**

Development of the projects proposed for funding through available grants and sponsorship are initiatives to meet objectives of the Community Strategic Plan 2022-32, Delivery Program 2022-2026, Coonamble Shire Masterplan 2020, the Economic Development Strategy 2021, and the Coonamble Destination Management Plan 2020.

**(f) Risk Implications**

Regular reporting to Council provides an opportunity to communicate and manage any ongoing or unexpected related risks that may emerge.

**CONCLUSION**

Economic Development and Growth activities and projects continue to progress according to the Economic Development Strategy 2021. Tourism activities and projects continue to progress according to the Economic Development Strategy 2021, and work towards achieving the goals of the Coonamble Destination Management Plan 2020.

**RECOMMENDATIONS**

**That Council receives and notes the Economic Development and Growth report.**



**Key Data on Community, Planning, Development and Environment Grant-Funded Projects in Progress**  
(at 1 December 2024)

Identifier		Value (ex GST)			Milestone Dates			
Name	Code	Grant	Co-contribution	Total	Due Date	M1	M2	M3
Youth Empowerment Program	RYIP-0270	\$989,680	-	<b>\$898,680</b>	30-May-25	24-Jan-24	31-Jul-24	24-Jan-25
Youth Accommodation (2 x 2BR and 2 x 3BR units)	RYIP-0270	\$1,584,000	-	<b>\$1,584,000</b>	30-May-25	24-Jan-24	31-Jul-24	24-Jan-25
Illegal Dumping Prevention (Baseline Data)	R16Stream1	\$19,080	-	<b>\$19,080</b>	15-Jul-25			
Elsa Dixon Aboriginal Employment Grant	EDAEG27	\$30,000	-	<b>\$30,000</b>	15-Aug-25	14-Nov-24	15-Feb-25	
Coonamble Region Art Trail	SCCF5-0092	\$235,035	-	<b>\$234,035</b>	28-Feb-26			
Coonamble Artesian & Cultural Experience	RTAF-0068	\$5,500,000	\$1,250,000	<b>\$6,750,000</b>	27-Mar-26	21-Mar-24	20-Sep-24	27-Jun-25
Australia Day 2025 (five events)	AD250024	\$15,000	\$11,300	<b>\$26,300</b>	30-Apr-25	26-Jan-25		
Seniors Week	SF25015	\$5,000	-	<b>\$5,000</b>	30-May-25	16-Mar-25		

## 10.15 PROJECT CLOSURE REPORT - REAL COUNTRY TOURISM EXPERIENCE STRATEGY AND INFRASTRUCTURE BUSINESS CASE

**File Number:** G5

**Author:** David Levick-Manager Economic Development and Growth

**Authoriser:** Barry Broe, Director Community, Planning, Development and Environment

**Annexures:** 1. Real Country Business Case and Strategy Wrap  

### PURPOSE

To formally close the Business Case and Strategy Development Fund grant work, shared across Coonamble, Gilgandra and Warrumbungle Shires, that resulted in the development of the Real Country Destination Strategic Plan and a business case for the development of the Warrena Creek Reserve.

### BACKGROUND

#### (a) Relevance to Integrated Planning and Reporting Framework

ED1.1.1 Develop and deliver Coonamble LGA brand-building initiatives as per the Economic Development Strategy 2021.

ED1.2.1 Progress the Artesian Bore Bath facility.

#### (b) Financial Considerations

None in noting this report.

### COMMENTARY

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

The Real Country Tourism Experience Strategy and Infrastructure Business Case project leveraged collaboration between CSC, GSC and WSC, along with Destination NSW in the development of a Real Country tourism campaign.

**COONAMBLE**  
SHIRE COUNCIL

**GSC**  
GILGANDRA  
SHIRE COUNCIL  
*Live > Enjoy > Grow*

  
**warrumbungle**  
SHIRE COUNCIL

## Funding

GSC, in partnership with CSC and WSC, received a grant under the Regional NSW Business Case and Strategy Development Fund to deliver the Project to the value of \$489,312.

Project Management was led by GSC's Project Manager Strategy and Collaboration Kathryn Larkin, on behalf of the three Councils.

The vision of the project is to

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

## Project Scope

The project involved the following deliverables which formed the package of work:

### 1. The Strategy.

A strategic assessment and opportunity analysis of the Real Country region to develop the visitor experience and marketing strategy.

### 2. The Business Case:

a) Impact of planned infrastructure across the Real Country region to make the Real Country tourism experience a reality, enhancing the natural assets of the Real Country region

b) Real Country Tourism and Experience private investment opportunities

The business cases are utilised as investment-ready projects for future funding opportunities and financial planning purposes, as well as to allow consideration of opportunities to create improved connections and experiences through these elements and other private investment opportunities.

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

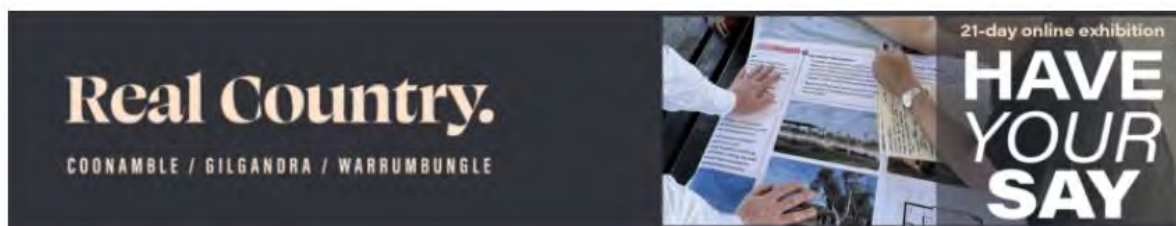
**Timeline**

2020	Discussion commenced with Destination NSW and three Councils
2021	Expressions of Interest process – Three Regions Tourism Campaign Photography and video captured across three LGAs
2022	Digital campaign launch – visitrealcountry.com.au, social media, TV <a href="https://visitrealcountry.com.au/">https://visitrealcountry.com.au/</a> Grant submission – Business Case and Strategy Development Fund
2023	Funding announcement and deed signed February - Tender T2/23 closed by Gilgandra Shire Council March – Resolution by Councils to process with successful tenderer Project engagement – workshops and site visits across the regions, collaboration with Destination NSW, Department Regional NSW (at the time), Economic Development Committee, 2357 Committee, Business Chamber, aboriginal stakeholders, communities, Council and staff.
	December – three Councils endorsed draft Business Case and Strategy for public exhibition.
2024	Council endorsement from three Councils, see resolutions below Project acquittal submitted and approved by NSW Government.

**Public Exhibition**

In line with the three Councils’ resolutions of December 2023, the Draft Strategy and associated Business Cases were placed on public exhibition from 20 December 2023 to 9 February 2024. Documentation exhibited included:

- Real Country Place Strategy Summary
- Real Country Engagement Report
- Real Country Draft Business Case and Strategy
- Real Country Tcubed Consulting – Cost Plan



The documents were placed on visitrealcountry.com.au website, as well as the individual Council’s *Have Your Say* page.

Media coverage included print, radio and television with coverage across:

- Prime7 News
- 2DU radio
- Sunday Telegraph
- Western Plains Media
- Daily Liberal
- Gilgandra Weekly
- Coonamble Times
- Coonabarabran Times

Information was provided on the three Councils social media platforms, as well as via email distributions to businesses, community groups and economic development committees and Chambers of Commerce.

Community submissions received included questions and concerns regarding flood management, river health, water security and funding. Supportive comments spoke to tourism spend, beautification and local pride. People, Place and Partnership provided commentary in response to the submissions, and a Frequently Asked Questions document was also developed in response to the questions regarding the infrastructure.

Coonamble Shire Council Meeting Minutes 14 February 2024:

Ordinary Council Meeting Minutes	14 February 2024
<b>10.22 SUPPLEMENTARY BUSINESS - ENDORSEMENT OF 'REAL COUNTRY' TOURISM DESTINATION STRATEGIC PLAN AND SUITE OF BUSINESS CASES</b>	
<b>RESOLUTION 2024/26</b>	
Moved: Cr Barbara Deans	
Seconded: Cr Pat Cullen	
<b>That Council accepts the following late report being item, 10.22 - Endorsement of 'Real Country' Tourism Destination Strategic Plan and Suite of Business Cases, as Supplementary Business.</b>	
<u>In Favour:</u> Crs Tim Horan, Adam Cohen, Bill Fisher, Pat Cullen, Barbara Deans, Terence Lees and Brian Sommerville	
<u>Against:</u> Nil	
<b>CARRIED 7/0</b>	
<b>RESOLUTION 2024/27</b>	
Moved: Cr Barbara Deans	
Seconded: Cr Pat Cullen	
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. Note the community submissions received, along with the commentary provided by the consultant, <i>People, Place and Partnership</i>.</li> <li>2. Formally endorse the Real Country Destination Strategic Plan and the Business Case for the Warrena Creek Reserve, incorporating any amendments following consideration of relevant submissions.</li> <li>3. Note the learning captured in the Community Engagement Report, from <i>People, Place and Partnership</i> and incorporate this into future community engagement initiatives where appropriate.</li> <li>4. Authorise the General Manager to pursue opportunities to fund the implementation of the endorsed business case for the Warrena Creek Reserve development and the marketing initiatives detailed in the Real Country Destination Strategic Plan.</li> <li>5. Consider allocating funding in the 2024-25 Budget to begin implementation of marketing strategies identified in the Real Country Destination Strategic Plan.</li> <li>6. Finalise the draft Plan of Management of the Warrena Creek Reserve to guide future development at the site.</li> </ol>	
<u>In Favour:</u> Crs Tim Horan, Adam Cohen, Bill Fisher, Pat Cullen, Barbara Deans, Terence Lees and Brian Sommerville	
<u>Against:</u> Nil	
<b>CARRIED 7/0</b>	

**Funding acquittal**

The Project acquittal report was submitted by Gilgandra Shire Council to the NSW Government, and advice was received on 14 October 2024 of its approval.



## **Project Alignment**

CSC, GSC and WSC have further leveraged this project with strategically aligned projects and grant funding, including:

### *Grants*

- Get NSW Active
- OpenStreets
- Round 2 Murray Darling Healthy Rivers Program
- Pending: Regional Precinct and Partnerships Program

### *Projects*

- CSC – Artesian Bore and Cultural Experience
- GSC – Detailed design Windmill Walk extension, Active Transport Strategy
- WSC - Activation of railway crossing Bridge Neilson Park
- WSC - Mendooran and Binnaway Camping areas

## **Community Strategic Planning**

- \$20,000 budget inclusion 2024/25 for Marketing Strategy implementation across all three Councils
- Long Term Financial Plan considerations for infrastructure
- Operational Planning actions
- Used to develop shared website collateral, including tourist itineraries
- Endorsements for future funding opportunities to be sought in-line with business case and strategy deliverables

## **Project Closure**

Please find attached to this report a document detailing the project, with relevant imagery, including:

- Vision and overview
- Funding
- Project alignment
- Timeline
- Outcomes
- Engagement and communications
- Priority actions and deliverables
- Catalyst infrastructure concepts
- Marketing delivery priorities
- Media capturing

The success of this project demonstrates what can be achieved when neighbouring Councils combine their efforts on a regional basis for a common goal.

**RECOMMENDATION**

- 1. That the Project Closure Report for the Real Country Business Case and Strategy Development be noted.**

# Real Country.

COONAMBLE / GILGANDRA / WARRUMBUNGLE

*Business Case & Strategy Development Fund Project Wrap*



# Real Country.



## Introduction

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

The business case provides invest-ready projects for funding opportunities and financial planning, as well as providing the opportunity to create key tourism connections, experiences and private investment opportunities.

The project is funded under the Regional NSW Business Case and Strategy Development Fund for the Real Country Tourism Experience Strategy and Infrastructure Business Case project. With People, Place and Partnership successful in the consultant works following a comprehensive Tender process.

## Strategy | Infrastructure | Investment Opportunities

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

### The Strategy:

Strategic assessment and opportunity analysis of the Real Country region to develop the visitor experience and marketing strategy.

### The Business Case:

- Impact of planned infrastructure across the Real Country region
- Real Country Tourism and Experience private investment opportunities



**1**  
**Real Country Marketing Program Inception 2022**  
 A collaboration of Council's to test the concepts and joint marketing initiatives.

**2**  
**Community and Stakeholder Engagement**  
 To Inform the development of the Strategy, Catalyst Infrastructure and Marketing Projects

**3**  
**Issues Paper and Background Research**  
 Lays the groundwork for two subsequent documents: The Real Country Destination Strategic Plan and the Real Country Business Case and Financial Plan.

# Funding



Funding for the concepts and the Real Country Strategy have been fully funded by the NSW Government’s Business Case & Strategy Development Fund.

**\$489,312** total funding approved by BCSD

Including 25% for project management, administration and contingency.

## Flow-on Project Alignment & Applied Funding

### Supported Grant Applications

#### Successful Funding

- Get NSW Active
- Open Streets Program
- Round 2 of the Australian Governments Murray–Darling Healthy Rivers Program (MDHRP) Large Grants

#### Works in Progress

- Coonamble Artesian and Cultural Experience
- Regional Precincts and Partnerships Program
- Activation of the railway crossing bridge Neilson Park, Coonabarabran, application lodged with NSW Rail
- Mendooran and Binnaway Camping areas

### Inform Council Plans and Strategies

#### Coonamble /

- Long-Term Financial Plan Inclusion; \$20k for Marketing Strategy implementation in 2024/25 budgets
- Community Strategic Plan and Delivery Program - Real Country Projects prioritised in relation to other infrastructure projects.
- Used to develop shared website collateral, including tourist itineraries

#### Gilgandra /

- Long-Term Financial Plan Inclusion; \$20k for Marketing Strategy implementation in 2024/25 budgets
- Being used develop marketing collateral and shared messaging
- Council endorsed that future funding opportunities be sought in-line with the Real Country Tourism Experience Strategy and Infrastructure Business Case

#### Warrumbungle /

- Long-Term Financial Plan Inclusion; \$20k for Marketing Strategy implementation in 2024/25 budgets
- The Real Country Destination Strategic Plan is being included in the Economic Development and Tourism Strategy 2025-30

# Project Timeline

February 2023

**Tender Process**  
 Coonamble, Gilgandra and Warrumbungle Shire Councils called a joint tender for the Real Country Tourism Experience Strategy and Infrastructure Business Case. Tenders closed on 24 February 2023 with five tenders received. People, Place and Partnership (PP&P) were awarded the contract.

**Research**  
 Place, people and visitation diagnostics, review of the Real Country tourism campaign, alignment with state and local strategic plans and community priorities.

**Project Engagement**  
 The Real Country team and PP&P met multiple times with Destination NSW, Department Regional NSW, staff, Economic Development Committees, community members and local business to review infrastructure projects. Project Engagement Workshops, seven community workshops, along with accommodation, business and Aboriginal stakeholder consultations held across the three regions. Further there was an online survey and online engagement session for the projects.

**Council Endorsement**  
 Real Country Tourism Experience Strategy and Infrastructure Business Case be endorsed for public exhibition.

December 2023

**Public Exhibition**  
 In line with Councils resolution of 19 December 2023, the Draft Strategy and associated Business Case were placed on public exhibition from 20 December 2023 to 9 February 2024.

The Real Country Strategic Project has been a multi-year journey, bringing together the three Councils to shape the future of our communities for locals and visitors alike.

February 2024

**Council Endorsement**  
 Real Country Tourism Experience Strategy and Infrastructure Business Case endorsed by all three Councils February 2024.

**Funding Acquittal**  
 31 March 2024 Funding due for acquittal with the NSW Government.

**Flow on Project Alignment and Applied Funding**

The engagement process, designed to complement existing research, explored the collective desires of the community, key stakeholders, and industry partners.

Through a series of workshops, interviews, surveys, and engagement efforts, the voices and aspirations of each local community have been heard and incorporated into the strategic planning process.

# Outcomes

## Business Case and Strategy Planning:

- Tender and Contract Procurement
- Project Design and Planning
- Place and Visitation Diagnostics
- Stakeholder and Community Consultation
- Revision and refinement of the Real Country Tourism campaign, including the delivery plan
- Development of Audience Profile based on the three regions

## Business Case and Strategy Development:

- Business Case Development
- Business Case review and approval

## Real Country.

The Real Country Destination Strategic Plan aspires to elevate the region's stature as a premier tourist destination while simultaneously enriching the economic, social, and environmental tapestry of the communities involved. Crafting a legacy that cherishes the unique essence of the Real Country, ensuring that each step taken today resonates with a sustainable future. The focus is on creating synergies that enhance community life, promote cultural and natural preservation, and drive economic prosperity.



# Engagement and Communication

## Stakeholder Workshops

Coonamble, Coonabarabran, Gilgandra, Mendooran, Binnaway, and Tooraweenah.



## Stakeholder One-on-one interviews

- Aboriginal Lands Council for each LGA
- Technical council staff from each LGA undertake site visits for each focus area.
- Coonamble Chamber of Commerce, Nakadoo Farm Stay, Coonamble Rodeo Association, Outback Art and Coonamble Arts Alive, Coonamble Aquatic/Ski Club and Accommodation providers from Castlereagh Lodge Motel, Bucking Bull Hotel, Coonamble Motel, Gilgooma, Coonamble Riverside Caravan Park

The engagement process undertaken for the Real Country project was undertaken to assist in shaping the project's direction, ensuring alignment with stakeholder aspirations, and fostering a collective vision for attracting tourists, visitors, and enriching experiences across the region.

## Online Have Your Say

### Advertising

- Social Media Posts
- Media Releases







# Delivery Priorities

## Infrastructure Catalyst Projects

**Coonamble** / Warrena Weir Recreation Precinct

**Gilgandra** / River Precinct Upgrades Town Centre to Coo-ee Centre

**Warrumbungle** / River Precinct Upgrades to Coonabarabran, Binnaway and Mendooran

## Priority Actions

**Coonamble**

1. River restoration and conservation
2. Weir enhancement and family friendly spaces
3. Main street revitalisation and accommodation
4. Community engagement and unity

**Gilgandra**

1. Town centre and river crossing design
2. River health and conservation
3. Cultural inclusivity and First Nations identity
4. Promotion of primary industries and rural strength
5. Enhancement of public spaces

**Coonabarabran, Binnaway, Mendooran**

1. Amphitheatre design and seasonal considerations
2. River health and ecological preservation
3. First Nations engagement and cultural identity
4. Promotion of arts and vibrancy
5. Dark sky and unique celestial views
6. Community-driven maintenance and tourism

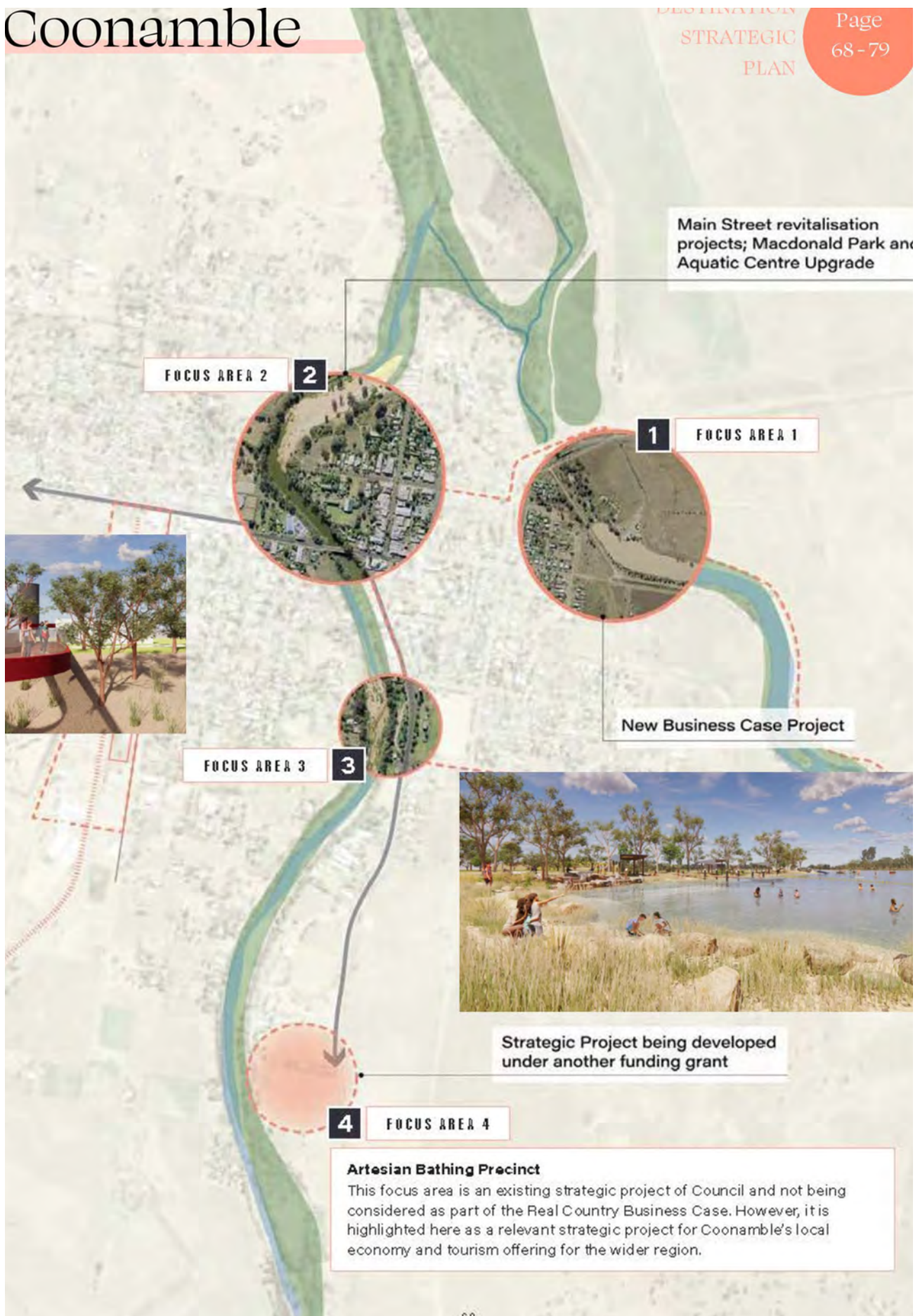
## Deliverables

1. The Real Country. Regional Tourism and Experience Strategy.
  - ✔ Strategic assessment and opportunity analysis of the Real Country region to develop visitor experience potential
2. Development of Real Country Tourism and Experience Business Case
  - ✔ Impact of planned infrastructure across the three regions to make the Real Country. tourism experience a reality, enhancing the natural assets of the three regions
  - ✔ Real Country. Tourism and Experience investment opportunities

# Coonamble

DESTINATION  
STRATEGIC  
PLAN

Page  
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# Gilgandra

DESTINATION  
STRATEGIC  
PLAN

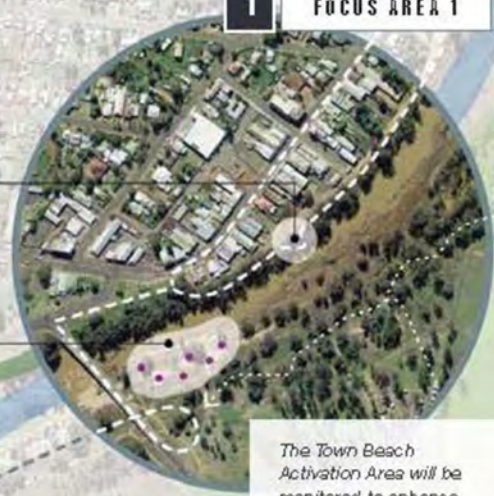
Page  
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## 1 FOCUS AREA 1

Viewing area & boardwalk river promenade

Town Beach activation area



*The Town Beach Activation Area will be monitored to enhance community safety and accessibility by Council, with access adjustments during flood conditions to ensure the well-being of all visitors.*



Paved concrete walking path on existing fire trail

## 2 FOCUS AREA 2

River crossing point to cultural and heritage precinct



# Warrumbungle

DESTINATION  
STRATEGIC  
PLAN

Page  
90 - 101

Council already have a number of active projects in this area. Need to integrate and build on these



30m of new concrete ramp to Woolworths carpark

Adventure playground approximate location

5 FOCUS AREA 5

1 2 FOCUS AREA 1 & 2

FOCUS AREA 4 4

Main Street shopfront activation and night time mode

3 FOCUS AREA 3

Idea of a viewing tower supported in this location (day and night)  
*[for future consideration beyond this study]*

Concept of river-town loop walks supported in these villages. Health of the river Cycle Trails

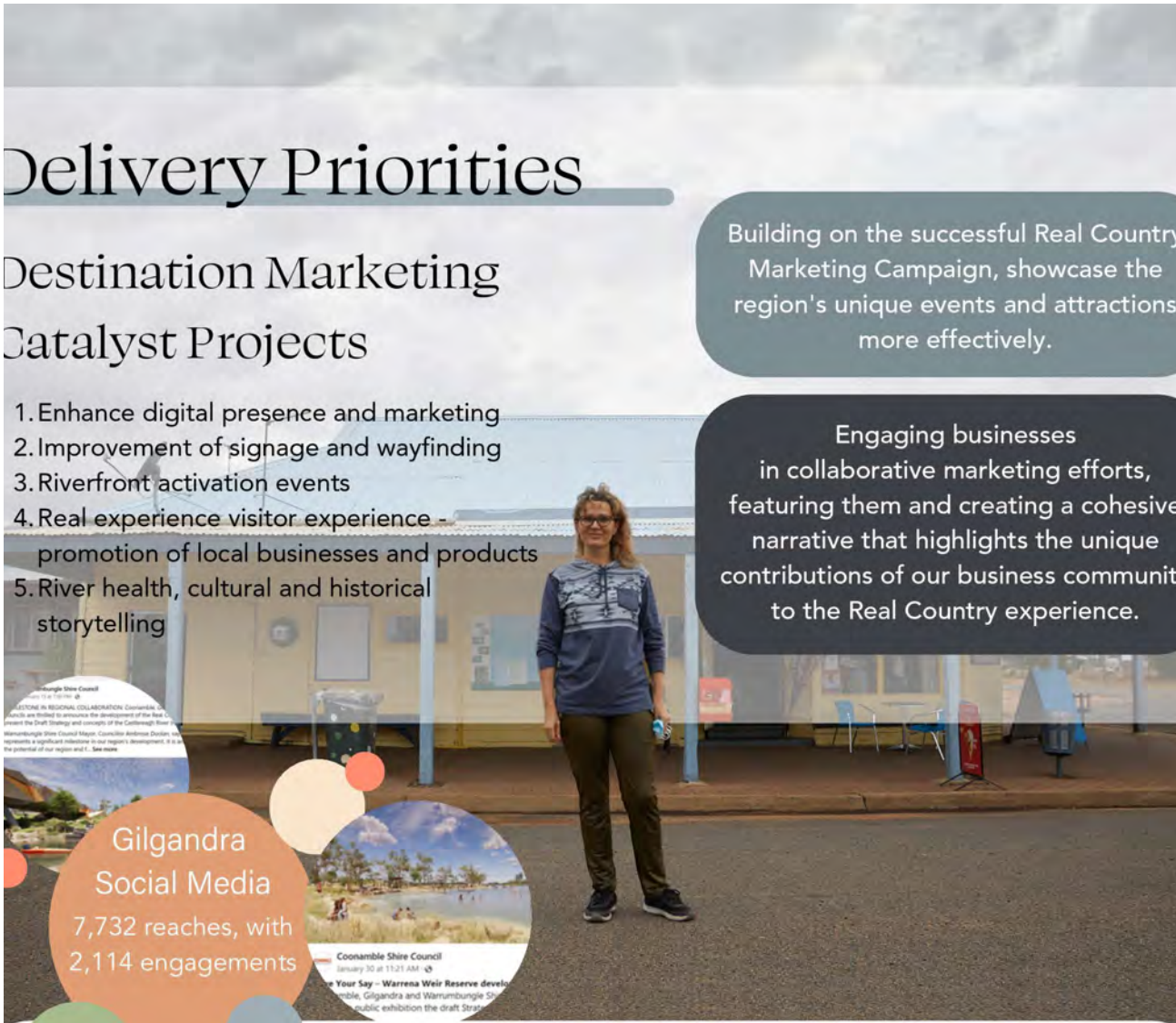
# Delivery Priorities

## Destination Marketing Catalyst Projects

1. Enhance digital presence and marketing
2. Improvement of signage and wayfinding
3. Riverfront activation events
4. Real experience visitor experience - promotion of local businesses and products
5. River health, cultural and historical storytelling

Building on the successful Real Country Marketing Campaign, showcase the region's unique events and attractions more effectively.

Engaging businesses in collaborative marketing efforts, featuring them and creating a cohesive narrative that highlights the unique contributions of our business community to the Real Country experience.



## Marketing Collateral



# n the Media



**Real Country calls out the future of Castlereagh towns' tourism**



**THE Dubbo NEWS**  
 'The outback beach': Triple tourism treats proposed along bush river

Three sister councils in the state's west have teamed together to attract tourists with a "town beach". Here's what's included in the plans.

**Warrena Weir redevelopment leads off Real Country project**

**Liberal Daily**  
**Real Country Tourism for Region**

Warrena in the bush: These outback towns could get their own beach

*Gilgandra Weekly*



## 10.16 UPDATED DONATIONS POLICY

**File Number:** Donations - D7

**Author:** Deborah Tatton, Manager Finance & Procurement

**Authoriser:** Bruce Quarmby, Director Corporate Services

**Annexures:** 1. [Draft Donation Policy December 2024](#) ↓   
2. [Donation Application Form](#) ↓ 

### PURPOSE

The purpose of this report is to provide Council with an updated Donations Policy.

### BACKGROUND

Council adopted a Donations Policy in August 2022 to provide the opportunity for local organisations / charities to apply for financial assistance under a fair and equitable process for projects considered to benefit the community.

### RESOLUTION 2022/59

Moved: Cr Karen Churchill

Seconded: Cr Terence Lees

- 4. That Council amends its current Donations Policy to increase the number of times that Council will consider applications for financial assistance to four times per year, and that the effectiveness and efficiency of this change be revisited after a period of 12 months.**

In Favour: Crs Tim Horan, Karen Churchill, Adam Cohen, Pat Cullen, Ahmad Karanouh, Terence Lees and Brian Sommerville

Against: Cr Barbara Deans

**CARRIED 7/1** Carried

As a point of clarification, the Mayor stated that with this change in frequency, it is not the expectation for Council staff to be advertising four funding rounds, rather, that applications will be presented to Council for consideration on a rolling basis four times per year.

It should also be noted that in accordance with Council resolution 2022/07, passed at its January 2022 Council meeting, it was also resolved that the whole of Council would serve as the Donations Committee.

During the October 2024 Council meeting, there were discussion as to the process of reviewing the submissions for the financial assistance, and it was moved that financial donation policy be reviewed. Councillor's felt it was more appropriate for the "committee" to be reformed to review the submissions and then take a report with the recommendations to the whole Council for final consideration.

**RESOLUTION 2024/1**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Adam Cohen

**4. That the Applications for Financial Donation Policy be reviewed and a report brought back to Council.**

In Favour: Crs Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Ahmad Karanouh, Daniel Keady, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

**CARRIED 9/0****(a) Relevance to Integrated Planning and Reporting Framework**

L1.4.4 Governance is open and transparent.

**(b) Financial Considerations**

An amount of \$76,100.00 has been included in the donations vote for the 2024 / 2025 financial year.

**COMMENTARY**

To accommodate the above Council resolution the policy has been amended to reflect the following.

Following closure of the time allocated for receipt of requests a Council committee comprising of the Mayor, two (2) other Councillors and the General Manager or his/her delegate will consider all requests and make an appropriate recommendation to Council.

The committee will meet biannually with the closure date for the submissions being the second Friday in May and November with the committee making recommendations to the Council during the June and December Council meeting.

It should also be noted that during the discussions Council agreed that only submissions which follow all guidelines and include all relevant financial data will be considered for the donation. This has always been part of the policy and no changes were made for this recommendation.

Whilst the proposed amendment to the Donations Policy is minor in nature and is in effect enacting Council resolutions, given that the draft policy as tabled for Council's consideration proposes a reduction in the rounds of funding, it is recommended that a copy of the draft policy be placed on exhibition inviting public comment. A copy of the updated Donations Policy has been attached as Annexure 1 to this report.

**(a) Governance/Policy Implications**

Sections 356 and 377 of the *Local Government Act 1993*.



**(b) Legal Implications**

No legal implications are associated with this report.

**(c) Social Implications**

No social implications are associated with this report.

**(d) Environmental Implications**

No environmental implications are associated with this report.

**(e) Economic/Asset Management Implications**

No economic / asset management implications are associated with this report.

**(f) Risk Implications**

No risk implications are associated with this report.

**CONCLUSION**

Following the passing of Council resolution 2024 / 233 updates to the current Donation Policy are required and that the effectiveness and efficiency of these changes be revisited after a period of 12 months.

**RECOMMENDATION**

- 1. That Council notes the information in this report.**
- 2. Endorses the amended Donations Policy to go on public exhibition for at least a period of 28 days and provide members of the community at least 42 days in which to comment on the draft policy.**
- 3. At the end of the public submission period:**
- 4. Receive a further report following the exhibition period including any submissions made on the amended Donations Policy, or**
- 5. If no submissions are received, formally adopt the Donations without any changes.**

## 1. BACKGROUND

It is Council's policy to ensure that its community service obligations concerning the granting of donations to community groups are met in an open, fair and transparent manner and that the administration work in considering donations is streamlined as much as possible.

## 2. PURPOSE

Each year Council receives numerous requests for donations. These requests can broadly be classified into three (3) categories namely: 1. Local Organisations 2. Community Organisations 3. Council list of organisations to which donations are made categorised as:

- a) Pre-approved donations
- b) Non pre-approved donations
- c) Mayoral donations.

## 3. POLICY

### Local Organisations

Due to the large number of requests for donations from non-local organisations, Council will generally only make donations to local organisations with the exception of the Pre-approved Donations listed in Section 3 a) of this policy.

Donations to this category should be limited to \$100.00 per year per organisation

### Community Organisations

Council will only make donations to community organisations, not individuals. This will remove any public perception that may exist concerning Council favouring one (1) individual over another.

### Council list of Organisations to which donations are made

#### a) Pre-approved Donations

This section contains a list of organisations that Council will make an annual donation to without the need for the organisation to apply to Council for the donation. The following organisations have been included in this section:

- |                               |       |
|-------------------------------|-------|
| • Royal Flying Doctor Service | \$100 |
| • St Vincent de Paul          | \$100 |
| • Salvation Army              | \$100 |
| • Cancer Council              | \$100 |
| • National Heart Foundation   | \$100 |
| • Coonamble Hack & Pony Club  | \$250 |

- Annual Presentation of Awards
  - Coonamble High School           \$100
  - Coonamble Public School       \$100
  - Gulargambone Central           \$100
  - St Brigid's School               \$100
  - Quambone School                \$100
  - Doug Moppett Memorial Prize
    - Coonamble High           \$125
    - Quambone School         \$125

**b) Non Pre-approved Donations**

Council will place an advertisement in the Coonamble Times inviting local not-for-profit community groups to submit their requests to Council for consideration of a donation. The request for submissions will be made in:

- November
- May

Following closure of the time allocated for receipt of requests a Council committee comprising of the Mayor, two (2) other Councillors and the General Manager or his/her delegate will consider all requests and make an appropriate recommendation to Council.

Applications under this category may include requests for Council to donate the value of the community group's annual general-purpose rates, if applicable. Requests for the donation of the value of rates will be considered in the same manner as other donations.

*All applications must be on the Coonamble Shire Council's Application form which lists the Application Guidelines and eligibility criteria.*

*If required supporting documentation is not submitted at the time of the application, the submission will be deemed an invalid application and not considered by Council.*

*Successful applicants are required to complete a Community Donation Report and return it to Council by the end of the financial year in which the donation was given.*

*If a Community Donation Report is not received by Council on the due date, future applications for donations may be declined.*

**c) Operational Plan Funding**

Council acknowledges that the following annual cultural activities, events and festivals will be funded on a recurrent basis through the Operational Plan. No further requests for these mentioned activities, by way of donation, will be considered by Council:

- ANZAC Day
- Australia Day
- Naidoc Day
- Easter/Christmas Celebrations and Street Decorations
- Buy Local Campaign

- Coonamble Show
- Coonamble Campdraft
- Coonamble Rodeo.

In the occurrence, that due to unforeseen circumstances the event/festival does not go ahead, the donation will be foregone for that financial year. If the donation was prepaid prior to the cancellation, the event/festival will forgo the donation in the next financial year with the amount reallocated into the Operational Plan.

**d) Mayoral Donations**

Mayoral Donations may be up to \$250 per donation for a maximum of \$5,000.00 in any one (1) financial year. Council’s total donations each year will not exceed 1.5% of the rate levy (which currently accounts for around \$76,000).

**Implementation / Communication.**

The Executive Assistant for the General Manager will arrange for the processing and payment of the Pre-approved Donations listed in Section 3(a) of this policy.

The Executive Assistant for the General Manager will also communicate the information contained within this policy to customer service officers and organisations / members of the public requesting a donation from Council and arrange for advertisements to be placed in the Coonamble Times and information to be placed on Council’s web site and Facebook page, inviting community groups to apply for donations.

<b>Title: Donation Policy</b>		
<b>Department: Corporate Services</b>		
<b>Version</b>	<b>Date</b>	<b>Author</b>
1.0	14 August 2019	Bruce Quarmby
1.1	11 December 2019	Bruce Quarmby
1.3	10 August 2022	Deborah Tatton
1.4	10 December 2024	Deborah Tatton
<b>Amendment History</b>		
Adopted	14 August 2019	Resolution 2019/4461
Amended and Adopted	11 December 2019	Resolution 2019/4626
Amended and Adopted	10 August 2022	Resolution 2022/191
<b>Review Date: November 2026</b>		
<b>Annexure Attached:</b>		
Application for Donation		
<b>Bruce Quarmby</b> <b>Director Corporate Services</b>		



**APPLICATION FORM**  
**for a donation under the Donations Policy**  
(see Council's Donations Policy for details)

**Applications are welcome at any time but will be held for consideration on a biannual basis.**  
**Closing dates and times: 4:30pm on the second Friday in November and May**

**ORGANISATION DETAILS:**

Name of organisation/community group: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

President's Name: \_\_\_\_\_

Secretary's Name: \_\_\_\_\_

Treasurer's Name: \_\_\_\_\_

ABN: \_\_\_\_\_

**ELIGIBILITY:**

In relation to your organisation/community group:

(please tick)

- Is it registered for GST?  Yes  No
- Is it community-based and non-for-profit?  Yes  No
- Is it based in or affiliated with the Coonamble Local Government Area?  Yes  No
- Has it received any previous donation under the Donations Policy within the current or previous 2 years?  Yes  No

**PURPOSE:**

Describe, in some detail, what your organisation proposes to do with the requested donation.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What are the outcomes/outputs you are hoping to achieve from your project/activity?

\_\_\_\_\_  
\_\_\_\_\_

How will these outcomes/outputs benefit the people of the Coonamble Local Government Area?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Who—and how many people—do you foresee benefiting from your project/activity both directly and indirectly?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**FINANCIAL CONSIDERATIONS:**

What is the amount of the donation you are requesting? \$ \_\_\_\_\_

If you do not receive the full amount requested, will you still be able to complete your project/activity by the end of the current financial year? If not, what alternative course of action have you planned?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If applicable, does your requested amount include the value of general-purpose rates?  Yes  No

**REQUIRED SUPPORTING DOCUMENTATION ATTACHED:**

Copy of Most Recent Financial Statements, including - Statement of Income and Expense and - Statement of Financial Position	<input type="checkbox"/>
Copy of Latest Bank Statement and Investment Accounts	<input type="checkbox"/>
Quote(s) for the intended purchase(s)	<input type="checkbox"/>
For donation of rates: Copy of Last Assessment Notice	<input type="checkbox"/>

**Sign and Date:** \_\_\_\_\_ / /  
(Chairperson, Secretary or Treasurer’s signature + date)

Please return to: **By Post:** The General Manager  
Coonamble Shire Council  
PO Box 249  
COONAMBLE NSW 2829

**By Email:** [council@coonambleshire.nsw.gov.au](mailto:council@coonambleshire.nsw.gov.au)

**By Hand:** 80 Castlereagh Street, Coonamble

For further information regarding the Application Process please contact Council on 02 6827 1900 or email [council@coonambleshire.nsw.gov.au](mailto:council@coonambleshire.nsw.gov.au).

**10.17 ROAD OPENING - MOORIMBILLA SOLAR FARM****File Number: R-8-7****Author: Stuart Lloyd-Manager Assets****Authoriser: Bruce Quarmby, Director Corporate Services****Annexures: Nil****PURPOSE**

The purpose of this report is to bring to the attention of the governing body, a request from Birdwood Energy to open a crown road and carry out road and track upgrades for access to a site location for the Moorimbilla Solar Farm Project.

**BACKGROUND**

The Moorimbilla Solar Farm (The Project under Birdwood Energy) is an approved project with DA reference number 026.2017. The proposed site access traverses over Lot 7007 DP 1029777 (Image 1) for which a Crown License is required. Crown Land have advised that, for a Crown License to be given consideration, a Road Opening must first be created by Coonamble Shire Council. The project has no approved access routes currently and as such construction is unable to commence until such time that a road opening is created, and Crown License issued. Birdwood Energy seeks approval by Coonamble Shire Council the following points:

- 1) Council Approval for Road Opening of Lot 7007 DP1029777 for site access,
- 2) Approval for the ~260m E-W segment of Lot 7007 DP1029777 to be upgraded by Birdwood Energy to a rural road standard with a gravel surface suitable for all weather access for semi-trailer trucks and light vehicles requiring site access, Road Opening approval dependent,
- 3) Approval for Birdwood Energy to upgrade the intersection of the Castlereagh Highway and River Road with a BAL (Basic Left turn), and BAR (Basic Right turn) treatment under an existing WAD (Work Authorisation Deed) agreement with Transport for NSW (TfNSW) and Birdwood Energy,

Birdwood Energy has been made aware that Lot 119 DP754227 is used annually as a temporary campground and that ingress and egress via the proposed access route is to be maintained.

**(a) Relevance to Integrated Planning and Reporting Framework**

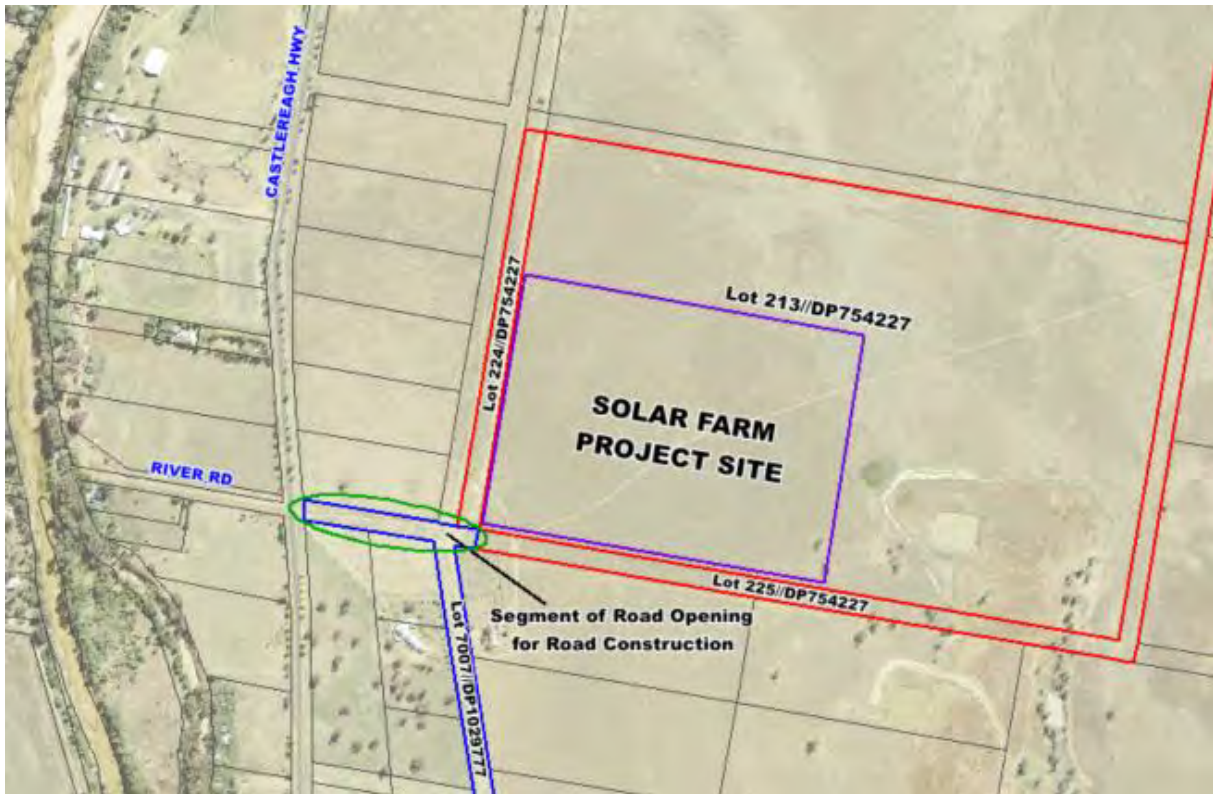
The project satisfies point E1.2 – Sustainable Environment – “*Support environmental initiatives which grow our contribution to broader environmental outcomes for future generations*”. (Community Strategic Plan 2022-2032, Our Environment – E2 pg. 36)

**(b) Financial Considerations**

Conditions laid out as part of the Development Application (DA), includes the statement that the developer will be required to undertake private financing and construction works on a road in which Roads and Maritime Services has a statutory interest. It does however need to be noted that maintenance and repair costs will ultimately be councils’ responsibility in the long term.

**COMMENTARY**

The project site (image 1) is located 1km south of the intersection of King St and Dubbo St, on Lot 213 DP754227 with an area of 59.49 Ha, currently used for grazing.



*Image 1 Solar Farm Location, access, Proposed Road Opening/segment for road construction*

Access is provided over Lot 7007 DP1029777 (Image 2), Lot 224 DP754227 and Lot 225 DP754227.



*Image 2 Proposed Road Opening of Lot 7007 DP1029777*



The Solar Farm will be comprised of a single axis tracking system with approximately 13,888 solar panels and 11MWh of battery. It will generate approximately 14 Gigawatt hours (GWh) of clean energy per year. This equates to powering approximately 2,100 homes. Emission reduction of 9,940 tonnes of carbon dioxide equivalent (CO2e) annually. The solar farm will be connected to the Coonamble Zone substation, which is located on the southwestern corner of the intersection of Dubbo and King Streets (Lots 1 and 2 DP 542760), by an underground cable, passing under the levee bank.

Upgrading of the access track along Lot 7007 DP 1029777 suitable for heavy vehicle and light vehicle movement during site construction, cannot commence without first creating a road opening along the aforementioned land parcel. Construction of the Solar Farm is anticipated to take place over a 6-month period utilising a workforce of ~15-20 people, beginning in the second quarter of 2025.

Vehicles and machinery expected to be used during the construction phase of the Solar Farm include:

- Excavators, including backhoes, bobcats, digger;
- Dump trucks/haulage trucks;
- Tracked excavators with screw augers and/or post drivers;
- Front end loaders;
- Water carts; and
- Construction workers' light vehicles.

The anticipated traffic volumes during the site construction phase are summarised in Table 1.

	Average Daily Traffic		Peak Hour Traffic (VPH)	Total Traffic Generation (Movements)
	Movements	Trips		
Light Vehicles (4wd or similar)	14	28	5	3,300
Heavy Vehicles (Semi Trailer)	2	4	5	140
<b>Total Traffic</b>	15-18	30-36	8	3,440

*Table 1 Anticipated Volumes of Traffic*

While alternate access routes to the project site have been investigated, each alternate option has been conclusively unviable Table 2.

Alternative access via...	Pros	Cons
Dubbo Rd	Dubbo Rd is an existing road reserve	Crossover from Dubbo Rd to Solar Farm is bounded by Crown Land with outstanding Aboriginal Lands Claims
		Northern approach is blocked by Coonamble Flood Levee
Tooraweenah Rd	Possibility of avoiding Crown Land	Tooraweenah Rd is not a designated heavy vehicle route
		North-east approach is blocked by Crown Land
		East approach is blocked by private property
		Long distance from Tooraweenah Rd to Solar Farm site ~ 2.3km

Table 2 Investigated Alternate access routes to solar farm site.

Lot 7007 DP1029777 (image 3) commences opposite river road, intersecting the Castlereagh Highway on the eastern side. The lot has ~260m length running in an E-W direction with a further 1400m extending in a southerly direction. The 260m E-W length section of track currently provides access to camp site provided to visitors and competitors of the annual June long weekend Coonamble Rodeo. The 1400m segment running southwards is used as occasional access and for movement of stock.

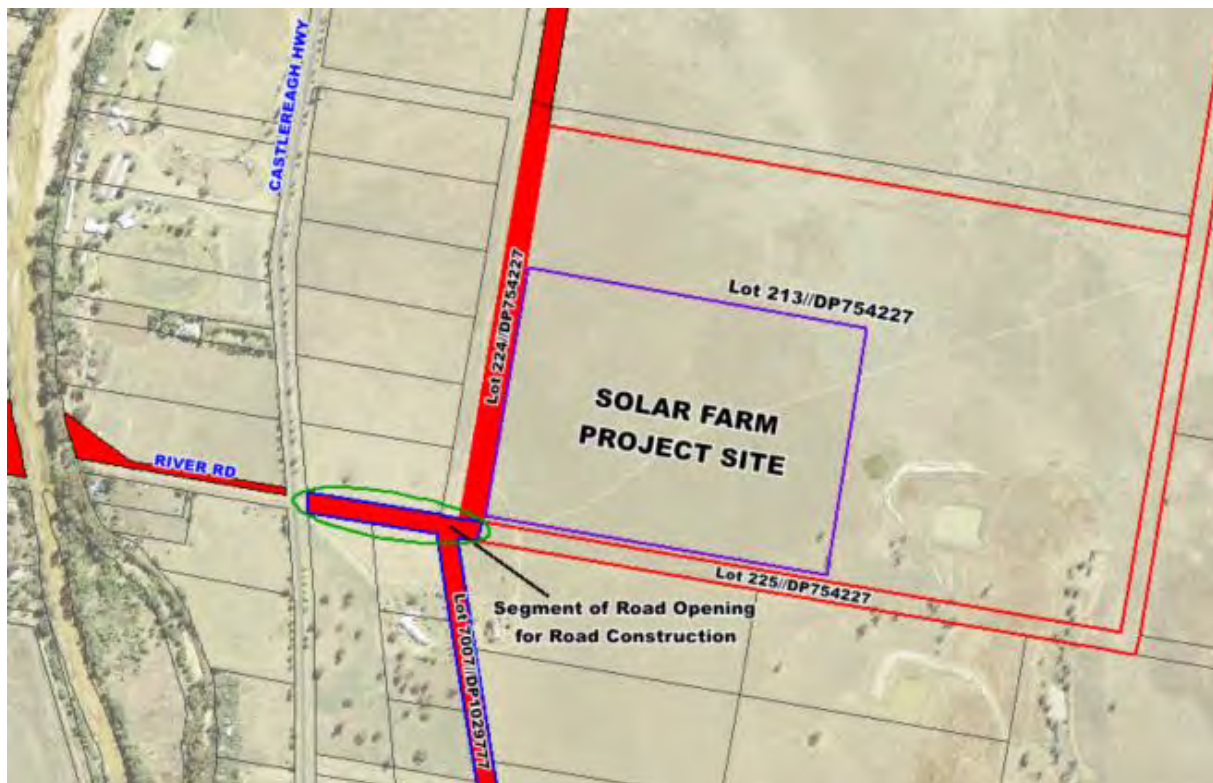


Image 3 Project Site and Proposed Road Opening/Road Construction with TSRs (Thick red lines)

Although the opening of Lot 7007 DP1029777 would involve the entire 1660m lot length being opened, only 260m length would require road construction for the project. This same segment would serve a dual purpose; the segment of road serving both the solar farm and access for the Rodeo Campsite, which is located to the west of the solar farm project site (Image 4). Works to date regarding the project include completion of geotechnical studies, ground survey of the solar farm site, and WAD design.

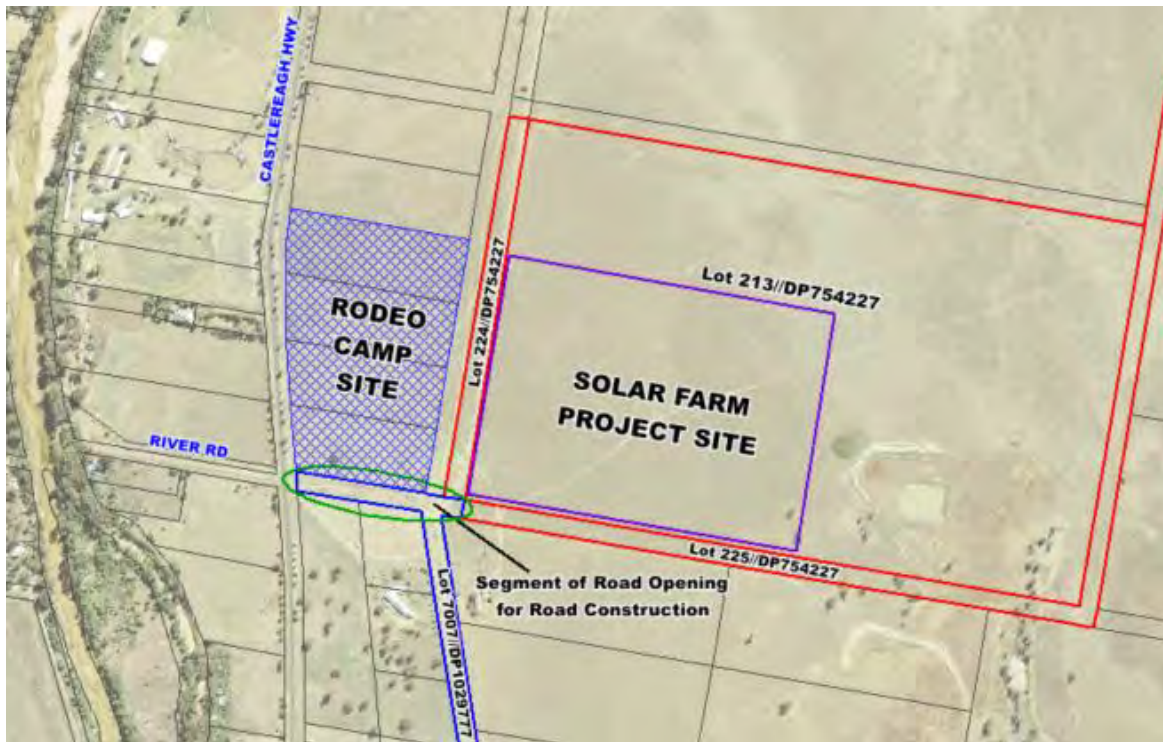


Image 4 Rodeo camp site and solar farm project site sharing proposed road opening and segment of road construction.

Birdwood Energy has in place a WAD agreement with TfNSW to upgrade the intersection of the Castlereagh Hwy and River Road with a BAL and BAR treatment. The following image (image 5) depicts the intersection design.

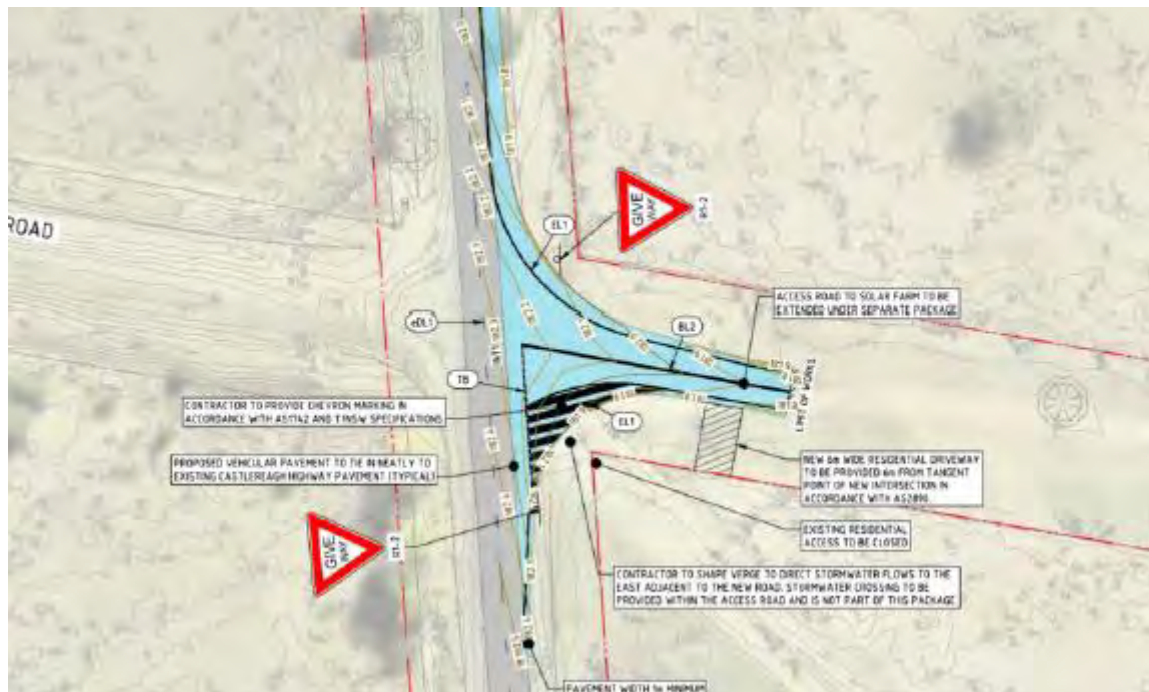


Image 5 Birdwood Proposed Intersection Upgrade

As part of the intersection upgrade, Birdwood Energy will provide a re-alignment of the private driveway which currently exits into the intersection of Castlereagh Hwy (image 6). The owners have met with and are agreeable with Birdwood Energy on the re-alignment design of the driveway.

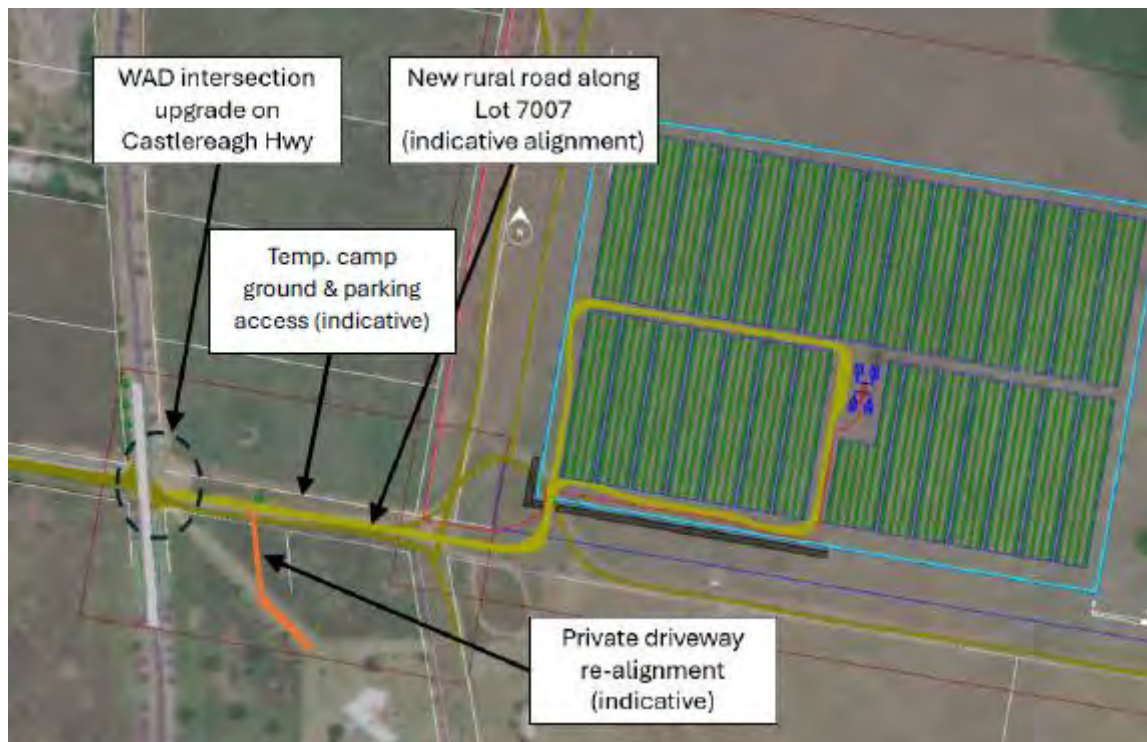


Image 6 Proposed Private Driveway Re-Alignment

Works that have been conducted on site since the approval of DA026.2017 includes geotechnical studies, the results of which have formed the basis for the WAD design and will form the basis for the proposed road along Lot 7007 DP1029777. Moreover, a site survey and mapping of the Solar Farm location has been performed.

**(a) Governance/Policy Implications**

There has been a significant length of time since a road opening has been undertaken. Under the Coonamble Shire Council *“Property Access Crown Lands Policy”* adopted 14 November 2007, the adopted policy states that **“Council will not increase its road network through the conversion of crown roads to local roads”**. If council is to approve the opening of the crown road, revision of the policy should be considered in the advent that a road opening be sought in the future.

**(b) Legal Implications**

Regarding Lot 7007 DP1029777, opening of the Crown Road will lead to transference of ownership from the State Government to the LGA within which the road opening is granted. The road becomes a public road. Accidents and or incidents that occur along any stretch of public road can have litigious consequences to the governing body of the LGA. Lot 7007 DP1029777 is also part of a TSR (R68250). Under schedule 2 of Licence No. RI 580764 point 53, use and occupation of part Traveling Stock Route (TSR), R68250 has been approved.

**(c) Social Implications**

The opening of the Crown Road (Lot 7007 DP1029777) and its subsequent upgrade would provide improved access to the Rodeo camp site for visitors during June long weekend periods. The road would also assist ease of access by employees of the Solar Farm during routine and

emergency maintenance works post construction. Public access will not be denied under the License RI 580764. As the road is also designated as TSR stock travelling through this route will not be impeded. The Town entry signs located on the north side of the access way will likely require relocation in part due to the intersection upgrade and also from a visual safety perspective at the intersection.

**(d) Environmental Implications**

The environmental implications were considered prior to the approval of the DA and as such no further implications are reported here.

**(e) Economic/Asset Management Implications**

Any addition to the existing public road network under council control will increase the ongoing maintenance costs. The 260m segment from the Castlereagh HWY intersection to the project site will be upgraded to a rural road standard by Birdwood Energy however repairs and maintenance will need to be taken into consideration as the segment will be regarded a part of the transport asset portfolio if approved. The remaining 1400m section of the road extending to the south would remain unformed.

**(f) Risk Implications**

The main risk to council here is with regards to any accidents or incidents that may arise from usage if the road is opened and becomes a public road considering that only 260m would be adequately upgraded while the remainder would be unformed. Once the road becomes public, incidents or accidents that occur on the road because of the condition of the asset, and lack of signage at the time of the event becomes a risk to council liturgically, financially, and reputationally.

An additional risk implication to consider as a short-term issue is that the anticipated timeframe for the construction phase of the project will lapse with the June long weekend Rodeo activities. During this time there will be increased traffic flow in and out of the rodeo campsite which will utilise the same road as the Moorimbilla Solar Farm construction crew. This may start as early as a week before the long weekend. There will also be an increased number of pedestrians in and around the area, including the Castlereagh HWY. There will be a heightened risk of incidents/accidents during this time that both Birdwood Energy and Council will need to be aware of, and to take all measures to mitigate.

## **CONCLUSION**

Birdwood Energy has a valid DA (DA 026.2017), has conducted preliminary works on the site of their project, the Moorimbilla Solar Farm, however, seeks Council Approval to open the Crown Road; Lot 7007 DP1029777. This will satisfy the necessary requirements for Crown License approval. Upon approval, Birdwood Energy will upgrade the access way to a rural road standard with a gravel surface suitable for all weather access. Birdwood Energy will also upgrade the intersection of the Castlereagh Highway and the access road with a BAL and BAR treatment under an existing WAD agreement with TfNSW and Birdwood Energy. Birdwood will maintain the access points to the rodeo campsite.



The road once opened will become a council asset with the typical financial and legal implications associated with it. The road can expect higher traffic flows in the lead up, during and post June long weekend rodeo so extra safety measures will need addressing. The existing town entrance signage will require relocation.

## **RECOMMENDATION**

**That Council notes the contents of the report.**

- 1. That council resolves to approve the opening of the Crown Road designated by land parcel Lot 7007 DP1029777, and all road related upgrades.**
- 2. That council resolves to revise its policy regarding the opening of Crown Roads for public use.**

**10.18 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS**

**File Number:** R6  
**Author:** Kerrie Murphy-Director Infrastructure Services  
**Authoriser:** Paul Gallagher, General Manager  
**Annexures:** 1. **Monthly Works Report - December**  

**PURPOSE**

The purpose of this report is to provide Councillors with information on the works in progress within Council's Infrastructure Directorate.

**BACKGROUND****(a) Relevance to Integrated Planning and Reporting Framework**

I1.1 Employ a strategic approach to the management of our critical road network.

I1.2 Strengthen our strategic approach to the management of our water infrastructure and services.

I1.3 Improve our strategic approach to the management of our sewerage infrastructure and services.

I1.4 Strengthen our strategic approach to the management of our urban drainage infrastructure and services.

I1.5 Adopt successful strategies which maximises our community's access to quality infrastructure and assets.

P3.1 Provide support to our sporting, recreation and community organisations which drives improved sporting and recreational opportunities for our community.

P3.2 Improve the quality of our parks, open spaces, sporting, and recreational facilities, including the MacDonald Park Precinct.

**(b) Financial Considerations**

Provision is made within the 2024/2025 Operational Plan and Budget to fund the associated works and programs listed in this report.

**COMMENTARY**

This report aims to inform Councillors of the works in progress in the Infrastructure Directorate. Updates are provided for each Departmental area which includes Roads, Water and Sewer and Urban Services. Please note that the attachment is in an updated format with a view to provide additional information to that provided previously. The projects in this report will increase as time goes on, and more valuable information will be provided at that time.

You will note that there are still projects that remain in the report from the 2023/2024 financial year. These projects will remain in the report until they are completed. At this time, they will be removed.

Council is currently in the process of recruiting the Quarry Manager position which is currently vacant. Crushing operations are currently on hold, pending this recruitment and will resume with the commencement of the successful applicant. At this stage, we are optimistic that we will have the process complete with the successful applicant commencing in the new year.

**(a) Governance/Policy Implications**

Maintenance of Council's infrastructure assets is carried out in accordance with Council's adopted management plans.

**(b) Legal Implications**

There are no legal implications arising from this report.

**(c) Social Implications**

Maintenance works are programmed where practical, to minimise social impacts.

**(d) Environmental Implications**

There are no environmental implications arising from this report.

**(e) Economic/Asset Management Implications**

Works are scheduled in accordance with Council's adopted 2024/2025 Operational Plan and Budget.

**(f) Risk Implications**

Maintenance works are programmed to minimise the risk to Council and the public.

**CONCLUSION**

This report provides updated information on the projects and planned works within the Infrastructure Department for Council's information.

**RECOMMENDATION**

**That the information be received and noted on the works in progress within Council's Infrastructure Directorate.**



	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p><b>29 November, 2024</b></p>	<p>Infrastructure Services Coonamble Shire Council Phone: 02 6827 1900 Fax: 02 6822 1626 <a href="mailto:council@coonambleshire.nsw.gov.au">council@coonambleshire.nsw.gov.au</a></p>
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Road and recreational area users are to proceed with caution at all work sites and observe signage to ensure safety.  
Speed zones are enforceable with possible short delays.  
For all enquiries, please contact Council's Infrastructure Services Department on 6827 1900.

**ROADS - URBAN – COONAMBLE, GULARGAMBONE AND QUAMBONE**

<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Urban Resealing	RERRF	215,000	-	215,000	183,935	4,727	188,662	98%	Completed resealing of Bertram, Forgione. Floyd, Barton, Railway and Quonmoona Streets in Coonamble
Yarran Street Subdivision (corner Reid St)	Council	500,000	-	500,000	2,935	63,014	65,949	15%	Detailed survey complete and DA for subdivision underway; Civil Design Consultant engaged; Electrical Design Consultant engaged.

**ROADS - RURAL – UNSEALED ROAD NETWORK**

<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Rural Resheeting	Council	150,000	-	150,000	0	0	0	0	
General Unsealed Road Maintenance	Council	739,952	-	739,952	595,218	74644	669862.58	91%	The following roads have been maintained since 1 July 2024: Billeroy Road, Tooraweenah Rd, Emby Rd, Wingadee Rd, Gilgooma Rd, Bullagreen Rd, Back Gular Rd, Sandy Camp Rd, Quabathoo Rd, Beanbah Rd, Gulargambone Rd, Killara Ln, Orwell South Rd, Nelgowrie Rd, Gibson Way, West Point Rd, Carinda Rd, Walla Walla Rd, Hollywood Ln, Warrabah, Thara Rd, Winnaba, Trafalgar, Toora and Blueys Ln.
Grant Funded Unsealed Roads	RTR 2024-2029	5,727,698	-	7,364,183	88510	123,341	158,486	3%	The following roads have been completed/started since 1 July 2024: Wingadee Road and Urawilkie Road

**ROADS - RURAL – SEALED ROAD NETWORK**

<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Warren Road Upgrade	ROSI/FCR/Council	3,161,943	-	3,161,943	2,487,269	883,683	3,370,952	80%	Work on the last section has commenced.
Box Ridge Road Reconstruction	LRCI	1,859,636	-	1,859,636	2,074,576	62,300	2,136,876	98%	Construction has been completed. Project Completion Report (PCR) is being prepared.

	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p><b>29 November, 2024</b></p>	<p>Infrastructure Services Coonamble Shire Council Phone: 02 6827 1900 Fax: 02 6822 1626 <a href="mailto:council@coonambleshire.nsw.gov.au">council@coonambleshire.nsw.gov.au</a></p>
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<b>ROADS - RURAL – SEALED ROAD NETWORK (continued)</b>									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Tooraweenah Road Upgrade	ROSI	22,962,000	-	22,962,000	2,970,638	335,636	3,332,066	15%	Letter has been submitted to the Federal Government requesting additional funding to complete all the unsealed section. Response expected late December. Works will start where the seal ends and progress east along Tooraweenah Road. It is estimated that approximately 15km can be delivered using the current funding amount.
Grant Funded Sealed Roads	RTR 2024-2029	2,454,728	-	818,243	313,011	-	313,011	13%	The following roads have been completed/started since 1 July 2024: Box Ridge Road
Pilliga Road Roadworks and Drainage upgrade	Council/LGRG/FCR	1,350,000		1,350,000	29,451	80,746	110,197	10%	Detailed Design Plans received (90%)
<b>NATURAL DISASTER WORKS – FLOOD DAMAGE</b>									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Natural Disaster restoration works - REPA AGRN 987	DRFA	7,995,835	6,279,747	6,279,747	2928116	399069	3327185	53%	Upper Limit reduced (budget) as some defects have been moved to AGRN 1034. Council has carried out restoration works on Billeroy Road, Tooraweenah Road, Gorianawa Road, Emby Road, Bramble Road, Gilgooma Road, Quabathoo Road, Beanbah Road, Mungery Road, Wattle Creek Road, Gular Road, Yarranville Lane, Conimbia Road, Nelgowrie Road, Memsie Road, Ottendorf Road, Nedgera Road, Haydens Lane, Carinda Road, Walla Walla Road, Keewong Lane, Warrawong Road, Toora Road, Tooloon Sth Road, Quandong Road, Pilliga Road and Merri Merri Road.
Natural Disaster restoration works - REPA AGRN 1034	DRFA	4,603,659	-	4,603,659	-	-	-	0%	Final submission for AGRN 1034 has now been approved and restoration work will commence in the coming months.

	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p><b>29 November, 2024</b></p>	<p>Infrastructure Services Coonamble Shire Council Phone: 02 6827 1900 Fax: 02 6822 1626 <a href="mailto:council@coonambleshire.nsw.gov.au">council@coonambleshire.nsw.gov.au</a></p>
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<b>WATER</b>									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$) (2024-25)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Coonamble Mains Replacement	Council	300,000	-	300,000	48,740.66	-	48,740.66	20	Wingadee Street, project scope completed. Materials purchased, installation RFQ being finalised.
Gulargambone Mains Replacements	Council	100,000	-	100,000	-	-	-	10	Breelong Street, project scope completed. Quotations being assessed, installation RFQ being finalised.
Quambone Mains Replacement	Council	200,000	-	200,000	-	-	-	10	Gidgerah Street, project scope completed. Quotations being assessed, installation RFQ being finalised.
SSWP244-Integrated Water Cycle Management Strategy (IWCM)	Grant/Council	303,900	-	303,900	100,464.00	-	100,464.00	40	Draft Issues paper review completed by Council with external stakeholders. Consultation with external stakeholders ongoing. Flow monitoring being completed.
Gulargambone – installation of constant water quality monitoring equipment and chlorine room upgrades	Council	75,000	-	75,000	-	-	-	10	Costed proposals currently being assessed.
Quambone – installation of constant water quality monitoring equipment and reservoir security upgrades	Council	40,000	-	40,000	27,159.00	-	27,159.00	80	Chemtrol water monitoring equipment installed and commissioned.
Coonamble, Gulargambone and Quambone – meter replacement program	Council	43,750	-	43,750	-	-	-	0	Replacement program to commence.
Advanced Operational Support Program	DCCEEW Grant	150,000	-	150,000	-	142,254.78	142,254.78	75	Funding Deed for \$150,000 has been signed and executed by DCCEEW. Invoice sent to DCCEEW for Milestone 1. Meeting with DCCEEW conducted onsite. Milestone 2 works program finalised with DCCEEW and Beca H2O. Works to be completed prior to March 2025.

<b>SEWER</b>									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Coonamble Mains Relining	Council	200,000	-	200,000	-	-	-	10	Program finalised, RFQ to be placed on Tenderlink.
Gulargambone Mains Relining	Council	210,000	-	210,000	-	-	-	10	Program finalised, RFQ to be placed on Tenderlink.
Gulargambone Sewage Treatment Plant – Laboratory room installation	Council	65,000	-	65,000	25,311.41	-	25,311.41	25	Lab building purchased; onsite works commenced.
Gulargambone Sewage Treatment Plant – pressure tank installation	Council	25,000	-	25,000	9,454.55	-	9,454.55	10	Onsite works commenced.
Coonamble STP Upgrade – Concept Design	Council	250,000	-	250,000	119,219.36	-	119,219.36	70	Options study draft report has been issued. Consultation meetings with EPA, DCCEEW and PWA have been conducted. Concept design being completed.

	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p><b>29 November, 2024</b></p>	<p>Infrastructure Services Coonamble Shire Council Phone: 02 6827 1900 Fax: 02 6822 1626 <a href="mailto:council@coonambleshire.nsw.gov.au">council@coonambleshire.nsw.gov.au</a></p>
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<b>SEWER (continued)</b>									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Coonamble Sewage Treatment Plant – step screen installation at headworks	Council	170,000	-	170,000	-	161,928.00	161,928.00	10	RFQ accepted, external supplier engaged to complete installation and commissioning.
Yarran Street Subdivision Development – sewerage servicing including Sewage Pump Station, Rising/Gravity Main installations	Council	850,000	-	850,000	41,694.54	361,069.09	402,763.63	20	Contractor engaged, works commenced.
Gulargambone – Sewage Treatment Plant tertiary ponds desludge	Council	250,000	-	250,000	-	-	-	10	Project scoped and options being considered.

 <p><b>COONAMBLE</b> SHIRE COUNCIL</p>	<p><b>CAPITAL WORKS</b> <b>MONTHLY WORKS REPORT</b></p> <p><b>29 November, 2024</b></p>	<p>Infrastructure Services Coonamble Shire Council Phone: 02 6827 1900 Fax: 02 6822 1626 <a href="mailto:council@coonambleshire.nsw.gov.au">council@coonambleshire.nsw.gov.au</a></p>
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URBAN SPACES									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Footpaths Reconstruction	Council	75,000	12,000	87,000	46,592.05	39,893.99	86,486.04	100	Condition Assessment complete. Program being drafted from this information. Works completed on intersection at Post Office corner
Street Tree Replacement Program	Council	30,000	-	30,000	5,337.02	970.96	6,307.98	30	Planter boxes and Bougainvillea have been installed at the main street corners and out the front of the Gymnasium. Replacement trees for Memorial drive have been planted. Irrigation line has been installed in McCullough Street and trees have been ordered, waiting on linemarking of street. Concrete has been repaired in front of the Gym and trellis is to be installed for the Bougainvillea. Plants have been installed for Mungie Street in Quambone (School to Pool)
Brigidine Nuns garden area Main Street	Council	40,000	10,000	50,000	45,590.99	-	45,590.99	98	Wall has been painted and concrete seats installed
McDonald Park upgrades	LRCI4	223,229	-	223,229	58,884	47,960	106,844	75	Gazebo and Water tank have been installed; carpark design is done, irrigation upgrades have commenced, BBQ area shelter to be installed
Quambone resurface Tennis Courts	Council + Community funds	45,000	-	45,000	-	35,152	35,152	45	Contracts signed work to commence
Coonamble Tennis Courts	SCCF5	236,728	-	236,728	542	201,463	202,005	20	Work has commenced
Coonamble Sportsgrounds Female Amenities/Changerooms 6078-2303-0000	SCCF4 + Council	450,000	130,000	580,000	84	526,198	526,282	35	Work has commenced
Gulargambone Sportsground Amenities Upgrade 6055-2301-0001	SCCF5 + Council	520,000	100,000	620,000	3,245	565,760	568,105	20	Work has commenced

SWIMMING POOLS									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
-									

	<p><b>CAPITAL WORKS MONTHLY WORKS REPORT</b></p> <p>29 November, 2024</p>	<p>Infrastructure Services Coonamble Shire Council Phone: 02 6827 1900 Fax: 02 6822 1626 <a href="mailto:council@coonambleshire.nsw.gov.au">council@coonambleshire.nsw.gov.au</a></p>
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**AERODROME**

<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
-									

**CEMETERIES**

<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Expenditure YTD (\$)</i>	<i>Committed (\$)</i>	<i>Total YTD (\$)</i>	<i>% Completion</i>	<i>Comment</i>
New Columbarium Gulargambone	Council	20,000	-	20,000	-	15,891.20	15,891.20	100	Completed
Pioneer Cemetery Coonamble new fence and signage	Council	48,000	-	48,000	23,329	23,330	46,659	80	Materials purchased

**10.19 REQUEST FOR SUPPORT FOR A COMMUNITY EVENT****File Number:** S5-1**Author:** Bruce Quarmby-Director Corporate Services**Authoriser:** Bruce Quarmby, Director Corporate Services**Annexures:** 1. A Night on the Town. [↓](#) **PURPOSE**

The purpose of this report is to table for Council's consideration a request from the Coonamble Show Society to allow for the redirection of funding normally allocated to costs associated with the hosting of the Coonamble show to a proposed alternative event.

**BACKGROUND**

As previously reported to Council, due to a combination of a clash of dates with other community events and the unavailability of the members of the Showmen's Guild, the Coonamble Show Society was left in the unenviable position that it was left with no option but to cancel the 2025 Coonamble Show.

Since the cancellation of the show, Council has received a request from the Coonamble Show Society requesting Council to consider to partnering with the show society to host an alternative community event for the 2025. The proposed community event will be called "A Night on the Town" and is currently planned to be run on the 4<sup>th</sup> and 5<sup>th</sup> of April 2025. A copy of this request is attached for Council's information as an annexure to this report.

**(a) Relevance to Integrated Planning and Reporting Framework**

L1.3.2 Adopt the eight elements of good governance practices at the essence of operations and decision making.

L1.4.4 Governance is open and transparent.

**(b) Financial Considerations**

Council has allocated within its Operational Budget the \$5,000 for the financial support for the show. Further it has an operational budget line to fund any in kind support provided for the hosting of the community events at the Coonamble Showground. For Council's information, the in-kind support provided amounted to approximately \$10,500.

**COMMENTARY**

In adopting its current operational plan and budget, Council has allocated funding to facilitate and support the hosting of the 2025 Annual Coonamble show. Essentially Council is being asked to consider the redirection/reallocation of this funding to alternative community event in partnership with the Coonamble Show Society.

For Council's information, as part of the report writing process management have had initial informal discussions on how this request could be facilitated, from Council point of view, several points have been identified. These include the need for clear

communications with nominated representatives from both parties, early establishment of key tasks and responsibilities.

For Council's information the 2024/2025 allocation of \$5,000 towards the annual Coonamble show has already been paid to the Coonamble Show Society.

**(a) Governance/Policy Implications**

Council's adopted Donations Policy provides the guidelines for considering and assessing the requests for financial assistance being tabled before Council today.

**(b) Legal Implications**

Council is complaint with Sections 23 and 24 of the Local Government Act 1993

**(c) Social Implications**

The financial assistance offered under Council's donation policy provides Council with the opportunity to assist various organisations in delivering programs designed to have a positive social impact on the community.

**(d) Environmental Implications**

No environmental implications are associated with this report.

**(e) Economic/Asset Management Implications**

No economic / asset management implications are associated with this report.

**(f) Risk Implications**

The proposed hosting of any community event raises several risk implications that need to be addressed by both Council and the organising body. Should Council resolve to agree to support the request the appropriate control measure would be to involve Council WHS Risk & Risk Manager in reviewing the event planning process.

## CONCLUSION

That the request received from the Coonamble Show Society to essentially "redirect the funding" currently allocated to the hosting of the annual show to an alternative community event has merit and is worthy of Council's consideration.

## RECOMMENDATION

### That Council

1. That Council receives and note the information contained within this report.
2. That Council resolves to agree to the request from The Coonamble Show for the following:
  - (a) The redirection of the \$5,000 financial support provided to the hosting of the alternative community event.



- (b) The redirection of in-kind support, to the value of \$10,500 towards the hosting of the alternative community event from the Showground events preparation budget.**

**2024/2025 Executive****President: Mr Brendan O'Connor****Secretary: Miss Emily Ryan****Treasurer: Mr Alan Dodd**

PO Box 400  
Coonamble 2829  
[coonambleshowsociety@hotmail.com](mailto:coonambleshowsociety@hotmail.com)

1st December 2024

To the General Manager, Mayor, and Coonamble Shire Councillors,

Dear Councillors,

As the community are aware, Coonamble Show Society has made the hard decision to not proceed with the 2025 Show. We thank Council for working with us to try to find an alternative date that didn't clash with the Rodeo but sadly that has fallen over as well with the unavailability of the members of the Showmen's Guild (who supply the rides and sideshows). The Coonamble Show has been an important and longstanding Shire event, and as such we are aiming to produce an alternative event to bring the community together in 2025, before the original Show format can be restored in 2026! And your recent successful Vision Splendid event in the main street has got us thinking....

Our proposed 2025 event is "A Night on the Town" on 4<sup>th</sup> and 5<sup>th</sup> April 2025 – a party to celebrate all things Coonamble, run by the community, for the community. We propose to utilise two iconic Coonamble buildings, the Monterey café and Plaza Theatre, to host a kids disco on one night and then an 18+ ball the following night. Imagine having a cocktail or beer in the Monterey, then dinner from a street food market, and dancing in the theatre with rockin' live bands! We intend to use local catering businesses, main street businesses in the precinct, local service clubs, the Preschool, and local bands too. The last "Ball" held in Coonamble was the very successful and memorable Rain Dance in 2018, now 6 years ago.

We would like to request that the Show Society's usual annual \$5000 financial and in-kind support (from your policy) would be able to be redirected to this event, but would obviously also appreciate Council considering any further financial support if they believe this is a worthwhile event to partner with. Just as we do with the Show, it is our aim to try to keep the ticket price as low as possible to enable as many of our community to attend, and this is planned to only be a break even event financially.

We look forward to working with Council and your officers on this exciting initiative.

Regards,

Emily Ryan, Secretary

Kylie Parry, Vice-President

## **11 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS**

### **11.1 NOTICE OF MOTION - CASTLEREAGH MACQUARIE COUNTY COUNCIL - RECOMMENDATION FROM VERBAL REPORT DELIVERED TO THE NOVEMBER ORDINARY COUNCIL MEETING**

**File Number: C17**

**Annexures: Nil**

#### **NOTICE OF MOTION:**

Cr Marg Garnsey submitted the following Notice of Motion on 2 December 2024 to be considered at the December Ordinary Meeting of Council:

Verbally presented in my Weeds Council meeting report given at the November Coonamble Shire Council meeting.

- It is strongly suggested that all Councils within Castlereagh Macquarie County Council (CMCC) area are to recommend roadside spraying after slashing, as this stops the spread of weeds escaping from the roadside to adjacent pastures & significantly assists in maintaining roadside visibility. CMCC Staff will happily suggest suitable & effective chemical mixes to Council weeds officers to assist in avoiding chemical resistance.

I would like to move a motion that roadside spraying is reintroduced & a full program factored into the normal operational procedures.

#### **COMMENTARY: DIRECTOR INFRASTRUCTURE**

Council does not employ a dedicated weeds officer to undertake these works. This function is delegated to the CMCC. Traditionally, Council's slashing/spraying budget was complimented by NSW RFS Hazard Reduction funding. There has been no allocation of Hazard Reduction funding this financial year. Council currently does some spraying, as required, on some roadsides, however, this is limited to financial and human resources.

#### **FINANCIAL IMPLICATIONS**

In setting its current operational budget, the core assumptions utilised when calculating the roads maintenance budget was based on the current work practices. Adding an additional step to the current work practices will lead to increased costs. Council would then be faced with the dilemma of identifying additional funding or reducing services levels to maintain a balanced budget.

#### **RECOMMENDATION**

- 1. That Council resolve to request a report be provided to Council on the feasibility of introducing a roadside spraying program as part of normal operational procedures.**
- 2. That pending the provision of this report that the costs associated with the roadside spraying program be included**

**for Council’s consideration as part of the 2025/2026 estimates process.**

**11.2 NOTICE OF MOTION - REQUEST FOR INVESTIGATIONS AND REPORT INTO WASTEWATER FROM THE COONAMBLE SEWER TREATMENT PLANT.****File Number: C17****Annexures: Nil****NOTICE OF MOTION:**

Cr Steven Butler submitted the following Notice of Motion on 2 December 2024 to be considered at the December Ordinary Meeting of Council:

- 1. That a report into the utilisation/disposal of the wastewater from the Coonamble sewerage treatment plant be brought back to Council. The report is requested to address the following components.**
  - a. Provide a breakdown of the volume of wastewater produced including how much wastewater is provided to the Golf club Racecourse.**
  - b. Investigate options to increase the wastewater storage capacity at the Golf club / Racecourse, including the dredging / desilting of the current storage facility at the Coonamble Golf Club.**
  - c. Investigate options for pumping of wastewater from the treatment plant to the to the Golf Club / Racecourse during breakdown times.**

Reason being is to gain an understanding of the volume of the wastewater produced from the Coonamble Sewer treatment facility and to investigate possible options to expand / improve on the existing arrangement between Council, the Coonamble Golf Club, and the Racecourse for the utilisation of excess wastewater.

**COMMENTARY: ACTING GENERAL MANAGER**

The notice of motion request as received by Council is requesting a report be brought back in summary on the volume of wastewater produced at the Coonamble Sewer and to explore options in the ways that this utilisation of the excess wastewater can be increased for the Coonamble Golf Club and Racecourse.

As the report will requires some investigation, not only to gather the data but to formulate options, given the current workflows and upcoming office shutdown it is envisaged that this report will not be compiled until the March 2025 meeting.

**MOTION**

1. **That a report into the utilisation/disposal of the wastewater from the Coonamble sewerage treatment plant be provided. The report is requested to address the following components.**
  - (a) **Provide a breakdown of the volume of wastewater produced including how much wastewater is provided to the Golf club Racecourse.**
  - (b) **Investigate options to increase the wastewater storage capacity at the Golf club / Racecourse, including the dredging/desilting of the current storage facility at the Coonamble Golf Club.**
  - (c) **Investigate options for pumping of wastewater from the treatment plant to the to the Golf Club / Racecourse during breakdown times.**

**11.3 NOTICE OF MOTION - TOURISM SIGNS****File Number: T 3-15****Annexures: Nil****NOTICE OF MOTION:**

Cr Margaret Garnsey submitted the following Notice of Motion on 2 December 2024 to be considered at the December Ordinary Meeting of Council:

**BACKGROUND**

The Tourism signs that are too faded & the unreadable road signs on the Quambone road entry from Coonamble need to be updated & replaced urgently.

The Quambone community requested this in July 2022. The then Mayor, General Manager, Councillors & staff who were on the bus tour of Quambone were shown these signs.

At the 2023 Coonamble Shire Council meeting held in Quambone this request was again documented with Council staff taking pictures of the signs on the day.

It is now December 2024, the need to improve the visual appearance of the Quambone Village is significant & ongoing to be able to utilise the tourism potential that is still untapped.

This needs to be completed by 30 March 2025.

**COMMENTARY: ACTING GENERAL MANAGER**

Signage is a very important aspect of road corridors, however Council's prime focus over the past number of years has been the reinstatement/restoration of Council's Road network following the multiple flood events that were experienced within the Local government area.

Funding has been included in the current adopted operational budget to allow for the replacement of tourism signs throughout the Local government area.

Whilst considering signage, it has recently been brought to Council's attention that a significant number of both regulatory and tourism signs throughout the Local government area have recently been subjected to significant acts of vandalism. A number of these signs would appear to have been driven over by person unknown. Council staff are in the process of inspecting the signs and damage caused and are working towards reinstatement.

It should also be noted that many signs at Gulargambone and across Coonamble are also faded and need to be audited to determine which ones need to be replaced. While the Quambone signage can be prioritised, other signage on the Castlereagh Highway at Gulargambone and Coonamble are just as important for local tourism.

**FINANCIAL IMPLICATIONS**

Within Council's adopted Operational Budget, \$50,000 in funding has been allocated towards implementing Tourism wayfinding signage across the Local government area. The costs associated with the works as outlined within the notice of motion would be sourced from this budget allocation.

**RECOMMENDATION**

- 1. That Council resolves to request the General Manager to give higher priority to the replacement of the damaged or faded regulatory and tourism signs across the Local Government area.**
- 2. That works on the sign replacement program be scheduled to be completed in the first half of 2025, with Quambone a priority within the overall program.**



## **11.4 NOTICE OF MOTION - UNTIDY HOUSE BLOCKS WITHIN THE VILLAGE OF QUAMBONE**

**File Number:** C17

**Annexures:** Nil

### **NOTICE OF MOTION:**

Cr Margaret Garnsey submitted the following Notice of Motion on 2 December 2024 to be considered at the December Ordinary Meeting of Council:

### **BACKGROUND**

The untidy house blocks within the Quambone village some with residences, some without need to be immediately served cleanup notices with all rubbish, tyres, old car bodies removed by 30 March 2025.

This has been requested on many occasions (see above) & just needs to be completed.

### **ACTING GENERAL MANAGER COMMENTARY**

This is a long-standing problem across the shire and there are many untidy and overgrown properties across the Shire that require attention. The constraints to addressing it include resources, funding (costs to remove items), and the collaboration of owners.

In March 2024, Council adopted Local Orders No 21 policy which gives Council staff a framework to assess properties against. In the past Council has acted only where a complaint has been received. This year staff have been allocated to proactively investigate and take action where a property does not meet the criteria of the policy.

Council officers regularly patrol Coonamble, Gulargambone and Quambone. However it does take some time for these matters to be resolved as the enforcement process involves the issuing of notices and orders, and owners willingness to address the problems.

The appearance and look of the Shire is an important factor and can be significantly improved in places. Council's main focus over the past few years has been the restoration of Council's road network following the multiple flood events, developing new infrastructure, planning for major economic development projects and improving services (e.g. waste management).

### **RECOMMENDATION**

- 1. That Council resolves to request the General Manager to give higher priority to the cleaning up of untidy properties across the Local Government area.**
- 2. That priority areas and properties be addressed in the first half of 2025, with Quambone a priority within the overall program.**

## 11.5 NOTICE OF MOTION - FUNDING REQUEST FOR OUTBACK ARTS PROJECT

**File Number:** C17

**Annexures:** 1. **Outback Arts Prospectus for Hello Coonamble** [↓](#) 

### NOTICE OF MOTION:

Clr Goldsmith submitted the following Notice of Motion on the 2 December 2024 to be considered at the December Ordinary meeting of Council.

1. **That Council resolves to sponsor “the Hello Coonamble Project”, being facilitated by Outback Arts.**
2. **That should Council resolve to sponsor the project that the funding for this sponsorship be sourced from the following project be sourced from the following sources.**
  - a. **\$20,000 to be sourced from the CBD – Business Incentive / Activation Fund.**
  - b. **The balance of funding to be sourced from a Transfer from Council’s Governance Reserve (Development Fund).**
3. **That a request be made to Outback Arts for access to content produced by the project for promotional purposes.**

### BACKGROUND

Hello, Coonamble! is a performance by local people, each one telling a three-minute story about an event which changed their life. There will be 20 stories in all. The stories might be funny, or tragic, or inspiring, or just plain odd.

The project is produced by Outback Arts, and convened by Hannie Rayson and Michael Cathcart who will move to the district for around three months. They attend local events, get to know the history of the region and ask people about their memories, hopes and ambitions.

They help each participant to shape and perform their story. They will also plan to run workshops for young people which will culminate in them presenting two or three items in the show.

This is a rehearsed and polished one-hour production with strong production values.

#### *Community benefits*

- The project will use the Plaza Theatre - a key community asset, purchased by Outback Arts. The show will demonstrate to the community and audiences the place of this asset in their lives and community.
- It will respect the social history of the theatre and use it as key element of the performance.
- Funding for this project allows the community to learn how to make theatre - and how to create performances which draw and audience.
- Our collaborative partnership with Outback Theatre for Young People will support us to work effectively with local young people, enable them to be involved and share their stories.

- Hannie and Michael wish to reflect the diversity of the district - and expect that diversity to be reflected in the make-up of the audience.
- The project work in the belief that airing of other people's true stories encourages empathy and understanding, building a shared sense of history and hope for the future.
- A major network is making a documentary about Hello, Coonamble!
- The funding will allow the production to be first rate experience and if the full funding ask is decreased that will impact the final TV and Theatre experience as well as showing our community, they are worth the first-rate experience on stage and screen.
- There are no other suitable funding sources within this timeframe available that we would be notified of before the project commences. The only one we have found has deadline is this week and we will be submitting. All other regular arts funding this would not meet timeline for. \$35k could make it go ahead but will be very limiting and may reduce the production outcome (set design lights etc) that's needed for filming to be polished.

There is a short video available online of the first similar production in Healesville, which shows the template for the proposed project in Coonamble, which is planned to include a greater proportion of young people:

[https://drive.google.com/file/d/1GZNE\\_ZbMyoLZ6HyAUTLexYs0Ca8Ng4Sy/view?usp=drive\\_web](https://drive.google.com/file/d/1GZNE_ZbMyoLZ6HyAUTLexYs0Ca8Ng4Sy/view?usp=drive_web)

More detailed information is provided within the prospectus that is attached as an annexure to this report.

Whilst not currently part of the original funding application with Council for this project, the possibility of Council assisting Outback Arts with the purchase of a "lighting rig" was also raised. It was noted that the purchase of this equipment would also be a huge support for CATS and other theatrical productions that could be held in the Plaza theatre.

### **COMMENTARY: ACTING GENERAL MANAGER**

*Section 356 and 377 of the Local Government Act 1993* provides Council with the legal framework under which it can provide financial assistance to others. Council can, in accordance with the afore-mentioned sections of the Act consider this request for financial assistance. Based on Council's current adopted operational plan there are several avenues/ programs that this request may be considered under by Council. For Council's information, these programs are.

- Council's donations program.
- Council's CBD – Business Incentive/activation program

On review of the attached prospectus, Council should also note the following points within the document.

- There will be three (3) performances in total.
- The attached draft budget has a requested contribution from Council of \$50,000.

- Included in the prospectus is a request for Council to underwrite the performance to cover against loss at the box office.

### **FINANCIAL IMPLICATIONS**

Within Council's adopted Operational Budget, \$20,000 in funding has been allocated towards CBD – Business Incentive / Activation Fund within Coonamble. Depending on the agreed value of the sponsorship provided, Council could fund the additional contribution by a Transfer from its Governance Reserve (Development Fund).

### **RECOMMENDATION**

- 1. That Council resolves to sponsor “the Hello Coonamble Project”, being facilitated by Outback Arts to the value of \$35,000.**
- 2. That Council resolve to fund the sponsorship of the project from the following sources.**
  - **\$20,000 to be sourced from the CBD – Business Incentive / Activation Fund.**
  - **The balance of funding, being \$15,000 to be sourced from a Transfer from Council's Governance Reserve (Development Fund).**
- 3. That a request be made to Outback Arts for access to content produced by the project for promotional purposes.**

# HELLO COONAMBLE

LOCAL PEOPLE LOCAL STORIES  
PROSPECTUS 2025 PRODUCTION



**OUTBACKARTS.COM.AU**

Jamie-Lea Trindall Executive Director

[REDACTED]  
[REDACTED]

Hannie Rayson and Michael Cathcart

[REDACTED]  
[REDACTED]

OUTBACK  
ARTS



## PROJECT SUMMARY //

### WHAT IS HELLO COONAMBLE?

Hello, Coonamble! is a performance by local people, each one telling a three-minute story about an event which changed their life. There will be 20 stories in all. The stories might be funny, or tragic, or inspiring, or just plain odd.

The project is produced by Outback Arts, and convened by, Hannie Rayson and Michael Cathcart. Hannie and Michael move to the district for around three months. They attend local events, get to know the history of the region and ask people about their memories, hopes and ambitions. And all the time they are on the lookout for a diverse range of people who want to share their powerful stories.

They help each participant to shape and perform their story. This is the part of the process which takes the most time. Some people are keen and able to write their story themselves. Others need us to write a first draft. They will also plan to run workshops for young people which will culminate in them presenting two or three items in the show.

This is not an "open mic" night. This is a rehearsed and polished one-hour production with strong production values.

The aim is for a range of story-telling styles – and always looking for opportunities to include music, particularly singing. The venue will be Coonamble's fabulous Plaza theatre.

### MORE ABOUT THE TEAM

Hannie Rayson is one of Australia's best-loved playwrights (*Hotel Sorrento*, *Life After George*, *Inheritance*, *Two Brothers*). She is the author of 16 plays. Her book, *Hello, Beautiful!* tells stories from her own life. Hannie has performed a stage-version of *Hello, Beautiful!* in over 40 city and regional theatres. Her plays have been performed throughout Australia at all the major theatre companies. Internationally her work has been staged in London's West End, The New National Theatre of Tokyo, The New Kobe Oriental Hall, Japan, Helsinki City Theatre, The Centaur in Montreal, The National Theatre of Slovenia and many theatres in the UK, Europe and New Zealand.

Hannie's plays have won AWGIE Awards; Green Room Awards; Helpmann Awards; NSW Premier's Literary Awards; Victorian Premier's Literary Awards and the Age Performing Arts Award.

*LIFE AFTER GEORGE* is the only play ever to be nominated for the prestigious Miles Franklin Award.

Michael Cathcart is an award-winning writer. He taught Australian history at the University of Melbourne in the 1990s. Since 2001 he has been a presenter on ABC TV and ABC Radio National. For the past eight years he has presented *The Stage Show*, a weekly program about theatre, for Radio National. He started directing community theatre in the 1990s.

Additional partnership for this project as part of the Outback Arts partnership, Outback Theatre for Young People are coming on board. This will allow for increased support and engagement of the Coonamble Young people, including legacy work in professional development for Coonamble Amateur Theatre Crew who are interested in leading future youth drama works.

HELLO COONAMBLE PROSPECTUS - OUTBACK ARTS

**HOW THIS CAME ABOUT****PROJECT HISTORY //**

The Hello projects started in Victoria in 2017, when Hannie and Michael convened Hello, Healesville! at the invitation of the Yarra Ranges Council.

As you will see from the accompanying video, the event was a huge hit - and the connections which it forged between the performers remain strong.

Since then, there have been other successful, sell-out events called Hello, Snowy Valleys! and Hello, Queenscliff! Plans for Hello, Sorrento! are well-advanced.

**COMMUNITY BENEFITS**

- The project will use the Plaza Theatre - a key community asset, purchased by Outback Arts. The show will demonstrate to the community and audiences the place of this asset in their lives and community
- It will respect the social history of the theatre and use it as key element of the performance.
- Funding for this project allows the community to learn how to make theatre - and how to create performances which draw an audience.
- Our collaborative partnership with Outback Theatre for Young People will support us to work effectively with local young people, enable them to be involved and share their stories
- Hannie and Michael wish to reflect the diversity of the district - and expect that diversity to be reflected in the make-up of the audience.
- The project works in the belief that airing of other people's true stories encourages empathy and understanding, building a shared sense of history and hope for the future.

**TESTAMONIALS FOR PREVIOUS HELLO! PRODUCTIONS**

The organisations which backed the previous Hello! shows testify that they were popular successes which left a lasting impact on their communities.

Hello, Healesville! was *"One of the most highly successful community cultural engagement programs with which I have the great pleasure to be involved,"* says Malcolm Russell, who was then the Cultural Programs Officer, Yarra Ranges Council.

Likewise, Hello, Snowy Valleys! was *"One of the most effective and successful projects I have been involved with,"* says Paul Holton, who was Executive Director, Community and Corporate at the Snowy Valleys Shire Council.

Pauline Nunan is President of the Queenscliffe Writers' Festival which sponsored Hello, Queenscliffe! She writes *"The sense of community and joy was palpable for long after the actual events as evidenced by the many people who shared their enthusiasm over weeks and months afterward."*

\*CONFIDENTIAL NOTES regarding additional community benefits with Councillor Pip Goldsmith

HELLO COONAMBLE PROSPECTUS - OUTBACK ARTS

## DRAFT BUDGET //

Income Source	Amount	Expenditure	Amount	
Coonamble Shire Council	\$50,000	Artist Fee	\$20,000	
Outback Arts	\$3,000	Accommodation	\$11,550	11 weeks
Outback Theatre for Young People	\$5,000	Travel	\$1,500	Petrol
Box Office	\$7,000	On Costs	\$2,400	
FRRR Grant	\$10,000	Young Creative + Mentor	\$5,000	OTYP
		Venue Hire	\$2,000	Plaza
		Musician Fees	\$5,000	
		Lightning/Sound	\$14,300	
		Design/Set	\$5,000	
		Marketing	\$2,000	
		Administration/Office Costs	\$3,000	Provided by OBA
		Catering	\$750	
		Documentation	\$2,500	
<b>TOTAL Income</b>	<b>\$75,000</b>	<b>TOTAL Exp</b>	<b>\$75,000</b>	

HELLO COONAMBLE PROSPECTUS - OUTBACK ARTS



## DRAFT BUDGET //

### Budget Notes

\*The costs associated with Outback Arts and Outback Theatre for young People are aligned directly with their organisational expenditure; in kind administration costs and support for young creative and mentor.

\*\*The principal costs are Hannie & Michael's fee (\$20,000 + gst) and independent accommodation (roughly \$10,000). The pace of this project and the interaction with participants are very intense. They really do need an independent and comfortable place to stay.

The other major cost is sound and lighting. The theatre has none of this built-in. So everything will need to be hired - this includes the services of a technician to install the system, and operate it for rehearsals and performances. We have a ball-park quote of \$20,000 for this. That seems excessive, and we are looking at several quotes; budgeted for \$15,000.

We have applied for a \$10,000 grant from the Foundation For Rural and Regional Renewal. (The project is ineligible for larger grants because these are only available to pay artists who are residents of NSW. We live in Melbourne.)

As the budget shows, we are looking for \$50,000 from Coonamble Shire Council. We're also requesting underwriting to cover us against loss at the box office.

*Hannie Rayson & Michael Cathcart*

# PRODUCTION SCHEDULE //

## HELLO COONAMBLE DRAFT PRODUCTION SCHEDULE

**6 June 2025**, Michael and Hannie arrive in Coonamble, in time to see the Rodeo.

### **WEEK ONE (9 – 15 June)**

Hold a social event - maybe a BBQ - to start meeting interested people

Begin conversations with locals which will bring the stories to light.

### **WEEK TWO – FIVE (16 June – 13 July)**

Six weekly life-writing classes (TBC)

Finalise the list of participants for the performance.

Work with them individually to refine their stories so that they sparkle - and are no more than 3 minutes long.

Develop and start rehearsing songs if possible.

### **WEEK SIX – SEVEN (14-27 JULY)**

Rehearse people individually - either at their homes or in a room in town,

Look for opportunities to create group scenes.

18 July evening (or on the weekend) A meet-the-cast rehearsal - maybe at the theatre or in a meeting room in town.

### **WEEK EIGHT – NINE (28 July – 10 August)**

Finalise the individual scripts

Assemble the production script and audio-visual material.

Prepare elements of set.

Publicity

### **WEEK TEN (11-17 August)**

Trouble shooting.

### **PRODUCTION WEEK**

SAT-SUN 16-17 Aug: Build set.

TUES 19 Aug: Day: Bump in lights. Focus.

WED 20 Aug: Day and evening: Complete plot. Technical run with some cast.

THURS 21 Aug: Dress rehearsal.

**FRI 22 Aug: 7:30 – PERFORMANCE ONE**

**SAT 23 Aug: 7:30 – PERFORMANCE TWO**

**SUN 24 Aug: 3:00 – PERFORMANCE THREE + Bump out**

## 11.6 NOTICE OF MOTION - REQUEST FOR INFORMATION ON TROOPERS STABLES

**File Number:** C17

**Annexures:** 1. **Email: Coonamble Troopers stables history and future** [↓](#)  


### NOTICE OF MOTION

Cr Margaret Garnsey submitted the following Notice of Motion on 2 December 2024 to be considered at the December Ordinary Meeting of Council:

### BACKGROUND

I have been contacted by a member of the community both providing information with regards to the history of the Troopers stables located at the museum as well as requesting information on Council's plans for the facility. A copy of the email is attached as an annexure to this report.

### COMMENTARY ACTING GENERAL MANAGER.

Council received the email on the 27 November 2024 and the relevant area of Council is working on the request.

Structural engineer's assessments of both the Coonamble Museum and Troopers stables highlighted several structural problems. A report detailing the identified damages and possible solutions for the museum building itself has been included for Council's information within this business papers.

Whilst Council's staff primary focus has been on the structural issues at the Museum building itself, the Troopers stables also need rectification works and funding to restore them.

Whilst the historical value of both these buildings cannot be understated, Council will have to do its due diligence and not only identify the most appropriate course of action to possibly preserve these buildings but the funding to do so.

Regarding the historical issues and the history of the aboriginal tracker Sam Bell, council will consult with the archives group, the family and historical society to research any available information.

### RECOMMENDATION

**That Council notes that Council will investigate and research the history of the stables and consult with all relevant interested parties**

**From:** [Cr Margaret Garnsey](#)  
**To:** [Bruce Quarmby](#)  
**Subject:** FW: Coonamble Museum / Mounted Police / Aboriginal Tracker [SEC=OFFICIAL]  
**Date:** Monday, 2 December 2024 11:31:31 AM

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**Sent:** Wednesday, November 27, 2024 4:00 PM  
**To:** 'Coonamble Shire Council' <[council@coonambleshire.nsw.gov.au](mailto:council@coonambleshire.nsw.gov.au)>; Paul Gallagher <[gm@coonambleshire.nsw.gov.au](mailto:gm@coonambleshire.nsw.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** Coonamble Museum / Mounted Police / Aboriginal Tracker [SEC=OFFICIAL]

Good Afternoon

I'm writing in regards to the old Museum and Stables, The Troopers Stables hold so much history and is one of only 2 left in NSW and we should acknowledge such history the exhibit at the Museum dates back to the 1870's. They were constructed for the horses of the mounted police Troopers who were housed in nearby barracks.

I have also found that Coonamble had an Aboriginal Tracker by the name of Sam Bell and he was involved in the search of 2 men for the murders of 5 people at Breealong I have found little information regarding this Gentleman.

This letter is to ask the Coonamble Shire of it's plans for the Museum and ask if there is any further information regarding Sam Bell in the archives, Also can I raise this information with NSW Police hopefully to come to a partnership with the Shire to restore and preserve this valuable history.

Thank You for your time and consideration.

[REDACTED]

[REDACTED]

[REDACTED]

## 11.7 NOTICE OF MOTION - GENERAL MANAGER PERFORMANCE REVIEW PROCESS

**File Number:** C17

**Annexures:** 1. **Notice of Motion - General Manager Performance Review Process** [↓](#) 

### NOTICE OF MOTION:

Cr Pip Goldsmith submitted the following Notice of Motion on 2 December 2024 to be considered at the December Ordinary Meeting of Council.

### BACKGROUND

The original Notice of Motion as received by Council is attached as an annexure to this report provides a detailed background into the Notice of Motion as tabled.

### LEGAL/POLICY IMPLICATIONS

At the time of writing this report, further to the advice provided to management from the Office of Local Government, additional legal advice is being sought as to ensure that whatever course of action Council resolves to take that it will be compliant with all relevant legislative and regulatory provisions.

### RECOMMENDATION

**That Council resolves that:**

- 1. That an informal mid-review be held with Council and the General Manager prior to Friday 20 December on a date and at a time to be agreed between the Mayor and General Manager.**
- 2. That Councillors be provided, through the appropriate Council portal, with the 23 items of confidential information identified by this report, within 7 business days of the December Council meeting, in order to prepare for a successful informal mid-review of the General Manager's performance.**
- 3. That a facilitator be appointed through LGNSW Management Solutions and a date in February be scheduled for the General Manager's formal review, prior to the Christmas break.**

**Subject:**

General Manager Performance Review Process

**Purpose:**

The purpose of this Notice of Motion is to consider the General Manager's performance management process, including the introduction of an informal mid-review which considers the current status of priority projects.

**Background:**

A good working relationship between Councillors, Mayor, General Manager and other Council staff is fundamental to an effective Council.

As described in the Councillor Handbook published by the Office of Local Government (OLG):

1. The *Local Government Act 1993* prescribes the collective role of a council's governing body as follows:
  - to direct and control the affairs of the council in accordance with the Act
  - to provide effective civic leadership to the local community
  - to ensure as far as possible the financial sustainability of the council
  - to ensure as far as possible that the council acts in accordance with the principles for local government (as described above) and the plans, programs, strategies and policies of the council
  - to develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the council
  - to determine and adopt a rating and revenue policy and operational plans that support the optimal allocation of the council's resources to implement the strategic plans (including the community strategic plan) of the council and for the benefit of the local area
  - to keep under review the performance of the council, including service delivery
  - to make decisions necessary for the proper exercise of the council's regulatory functions
  - to determine the process for appointment of the general manager by the council and to monitor the general manager's performance
  - to determine the senior staff positions within the organisation structure of the council
  - to consult regularly with community organisations and other key stakeholders and keep them informed of the council's decisions and activities
  - to be responsible for ensuring that the council acts honestly, efficiently and appropriately.
2. As members of the governing body, and in the interests of ensuring the organisation operates effectively to achieve the best outcomes for the community, councillors should endeavour to work constructively with council staff that are responsible for implementing council decisions.
3. This need is reflected in the Act which requires the governing bodies of councils to consult with the general manager in directing and controlling the affairs of the council.

Also as described in the Councillor Handbook published by the Office of Local Government and reflected in the Coonamble Shire Council General Managers Delegation dated 9 February 2023:

4. The general manager's role is to implement council decisions without undue delay and carry out functions imposed by legislation. A council's governing body monitors the implementation of its decisions via reports by the general manager to council.
5. The general manager is the most senior employee of a council and is the only member of staff selected and appointed by councillors. The general manager is appointed on a renewable, fixed-term, performance-based contract for a maximum period of five years.
6. Under the Act the general manager has the following functions:
  - to conduct the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council
  - to implement, without undue delay, lawful decisions of the council
  - to advise the mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the council
  - to advise the mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the council and other matters related to the council
  - to prepare, in consultation with the mayor and the governing body, the council's community strategic plan, community engagement strategy, resourcing strategy, delivery program, operational plan and annual report
  - to ensure that the mayor and other councillors are given timely information and advice, and the administrative and professional support necessary to effectively discharge their functions
  - to exercise any of the functions of the council that are delegated by the council to the general manager
  - to appoint staff in accordance with the organisation structure determined by the council and the general manager and the resources approved by the council
  - to direct and dismiss staff
  - to implement the council's workforce management strategy
  - any other functions that are conferred or imposed on the general manager.
7. A governing body of council may by a resolution delegate certain functions to the general manager. The general manager may, in turn, delegate functions to other staff with some exceptions. However, the general manager still retains responsibility to ensure that any subdelegated function is carried out appropriately.

Council was advised during Code of Conduct training which was delivered on 4 October 2024 that the next General Manager performance review is scheduled at the end of February 2025 which will set new Key Performance Indicators (KPIs).

The General Manager has advised that the LGNSW performance agreement is used. Part 1 of the agreement contains a range of year-on-year operational KPIs covering the broad strategic and operational requirements of a General Manager and comprises five Key Performance Areas (KPAs) of Leadership, Collaboration, Advocacy, Compliance and Delivery. Part 2 of the agreement outlines particular projects that are prioritised by Council in its current Operational Plan and Delivery Program.

On 13 November 2024, the General Manager and senior staff provided Council with a confidential briefing on projects identified as current priorities including:

1. Tooraweenah Road
2. Mt Magometon Quarry
3. Yarran Street housing Development
4. Sons of the Soil Hotel development
5. Artesian Bathing Experience

An informal mid-review provides an interim, off-the-record assessment of performance during the appraisal period, in a scheduled meeting.

An informal mid-review ensures open lines of communication are maintained, helps prevent surprises at the formal appraisal, identifies any perceived performance problems while providing time to correct them, and provides ongoing feedback on strengthening performance.

**Issues:**

While the 13 November 2024 briefing was robust, not all relevant information which would ensure the current Council had a full understanding of the status of each of these projects could be provided, due to time limitations and concerns about confidentiality.

Since that briefing, and following requests from Councillors for additional information, the General Manager has provided the following advice: *“the OLG has advised that councillors are not entitled to receive past confidential information unless it is relevant to a matter currently being considered as Council business”*.

As a new Council with ambitions to continue a productive and collaborative working relationship between Council and staff, it is proposed that an informal mid-review be held prior to the Christmas closure of Council.

This informal mid-review will provide Councillors and the General Manager additional opportunities for collaboration prior to the drafting of the 2025/26 budget which will be presented to Council in February.

Confidential information relevant to priority projects will support the Councillors to be informed for such an informal mid-review include:

*Tooraweenah Road*

1. Current project plan for the Tooraweenah Road including timeline, budget allocation, resourcing allocation, Council staff v consultant responsibilities, allocation of Council and external resources. Understanding the Project Plan will be further refined after Council receives the outcome of the Mid-Year Economic and Outlook (MYEFO) Budget meeting, the current project plan is the relevant information for this project.

*Mt Magometon Quarry*

2. Confidential report relating to RESOLUTION 2024/65.

*Yarran Street Housing Development*

3. Confidential report relating to RESOLUTION 2023/187.
4. Summary of procurement process that was followed in Council's sale of the site, including a timeline and description of parties involved.
5. Proposal submitted for the Simmons Modular Housing Project.
6. Contracts for exchange of the land and development of the Simmons Modular Housing Project including any work that has been tendered.



7. Any other documentation giving effect to RESOLUTION 2024/187.

#### *Sons of the Soil Development*

8. Confidential report relating to RESOLUTION 2023/107.
9. A copy of the contract exchanged when Council purchased the property.
10. Confidential report relating to RESOLUTION 2024/176.
11. Confidential report relating to RESOLUTION 2024/186.
12. Summary of procurement process that was followed in Council's sale of the site, including a timeline and description of parties involved.
13. The expression of interest submitted by Contract Control Services.
14. Copy of the executed contract for sale and any other documentation giving effect to RESOLUTION 2024/186.

#### *Artesian Bathing Experience*

15. Detailed breakdown of budget spent to date, including source of funding (Council or external grant).
16. Detailed project plan including timeline, budget allocation, resourcing allocation, the design process, wastewater proposal, key dates and activities, Council staff v external responsibilities.
17. Confidential report relating to RESOLUTION 2023/203.
18. Summary of process that was followed in Council's call for tender/EOI for the development of the project, including a timeline and description of parties involved.
19. Any submissions made in response to that process.
20. Confidential report relating to RESOLUTION 2024/177.

#### *General Manager Performance Review Process*

21. Confidential report relating to RESOLUTION 2023/108.
22. Confidential report relating to RESOLUTION 2024/108.
23. General Manager's current contract and performance agreement.

#### **Legal / Policy Implications:**

Council's *Public Access Information Policy* is to "outline principles regarding access to information held by Council and to facilitate the processing of requests for such access by the public."

This policy states:

"Councillors also have a right to access Council information that is reasonably necessary for exercising the function of their civic office, including communicating Council policy and decisions to the community, excising community leadership and representing the views of residents and ratepayers to Council."

Confidential information provided to Councillors will be respected appropriately and delivered through the appropriate Council's portal to maintain confidentiality.

*Local Government Act 1993 - Sect 10a* provides a list of matters and information for which "a council, or a committee of the council of which all the members are councillors, may close to the public."

This report is presented to open Council as the contents and recommendation of the report are procedural. Confidential information is referenced and requested, but not included. Confidential information is requested to be delivered appropriately to Councillors and not presented to an open meeting, enabling this report to remain considered in open Council.

**Financial Implications:**

Nil

**Recommendation:**

1. That an informal mid-review be held with Council and the General Manager prior to Friday 20 December on a date and at a time to be agreed between the Mayor and General Manager.
2. That Councillors be provided, through the appropriate Council portal, with the 23 items of confidential information identified by this report, within 7 business days of the December Council meeting, in order to prepare for a successful informal mid-review of the General Manager's performance.
3. That a facilitator be appointed through LGNSW Management Solutions and a date in February be scheduled for the General Manager's formal review, prior to the Christmas break.

**Attachments:**

Nil

## **12 CONFIDENTIAL MATTERS**

### **RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

#### **12.1 Tender REGPRO272425 Provision of Road Stabilising**

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

#### **12.2 Tender T452425OROC Provision of Roadside Slashing and Spraying**

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**13 CONCLUSION OF THE MEETING**