



Ordinary Council Meeting

Agenda

21 November 2024

**Notice is hereby given in accordance with the provisions of the
Local Government Act 1993 that an
Ordinary Meeting of Warrumbungle Shire Council
will be held in the Council Chambers, John Street,
Coonabarabran
on **Thursday, 21 November 2024** commencing at **5:00 pm**.**

Mayor: Cr Kathryn Rindfleish

Councillors: Debra Bell
Kodi Brady
Dale Hogden
Zoe Holcombe
Jason Newton (Deputy Mayor)
Ray Lewis
Naomi Taylor
Denis Todd

Please note:

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Council's Vision Excellence in Local Government

Mission Statement

We will provide:

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

Values

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

WARRUMBUNGLA SHIRE COUNCIL

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AGENDA

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

Turn Off Mobile Phones

Audio Recording of Council Meetings

Apologies/Leave of Absence

Confirmation of Minutes

17 October 2024

Disclosure of Interest

Pecuniary Interest

Non Pecuniary Conflict of Interest

Mayoral Minute/s

Delegate Report/s

Reports of Committees

Reports to Council

Notices of Motion/Questions with Notice/Rescission Motions

Reports to be considered in Closed Council

Conclusion

.....
LINDSAY MASON
ACTING GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 5 October 2024 to 9 November 2024

MAYORAL MINUTE – MAYORS ACTIVITY

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
07 Oct 24	Text	Out	Director Technical Service – Pool Dunedoo
	Phone	In/Out	Cr Hogden – Dunedoo Pool
	Email	In	Warwick Giblin - Cobbora Solar & Bess Project
08 Oct 24	Email	In	Acting GM - Closed council information
	Email	In	Local Government NSW
09 Oct 24	Email	In/Out	Country Mayors Association
10 Oct 24	Email	In/Out	LGNSW
11 Oct 24	Email	In/Out	Ratepayer Marombi Road
	Email	In/Out	Ratepayer Leadville
14 Oct 24	Email	In/Out	Warwick Giblin - Update
15 Oct 24	Email	In/Out	Jane Sayabath -Office of Energy ang Climate Change
	Email	In	Rotary Womens Award
16 Oct 24	Phone	Out	Jane Sayabath -Office of Energy ang Climate Change
17 Oct 24	Attended		Council Meeting Coolah
18 Oct 24	Phone	In	Cr Bell, Mendooran
21 Oct 24	Email	In/Out	LGNSW
22 Oct 24	Phone	In/Out	LGNSW
24 Oct 24	Attended		Meeting GM
25 Oct 24	Email	In/Out	LGNSW
28 Oct 24	Phone	In/Out	LGNSW
	Email	In	Parkrun Cr Brady/Marty
	Email	In	GM – Old RFS Building
	Attended		Binnaway Community Consultation Meeting
	Email	In	Audit Report
29 Oct 24	Attended		Gilgandra induction Training
	Attended		Baradine Community Consultation Meeting
31 Oct 24	Attended		Extra Ordinary Council Meeting - Coonabarabran
	Phone/Email		LGNSW - GM
01 Nov 24	Phone/Email	In/Out	Director Environment and Development Services – Acting GM
	Email	In	GM
04 Nov 24	Email	In	Ratepayer – External Budget
	Email	In	Acting GM – Resourcing Assistance
	Attended		Dunedoo Community Consultation Meeting
05 Nov 24	Email	Out	Acting GM Meeting information
	Phone	In	Baradine Aerodrome lights
	Email	In	LGNSW Staff information
	Attended		Mendooran Community Consultation Meeting
06 Nov 24	Email	Out	Acting GM Meeting information
08 Nov 24	Attended		Alliance of Western Councils Meeting - Dubbo

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Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
09 Oct 24	09 Oct 24	Coonabarabran Meeting	41237	41412	175
10 Oct 24	10 Oct 24	Coonabarabran Meeting – Jamie Chaffey	41412	41588	176
14 Oct 24	14 Oct 24	Coonabarabran Meeting	41588	41770	182
16 Oct 24	16 Oct 24	Coonabarabran Meeting – Hi Tech	41770	41945	175
24 Oct 24	24 Oct 24	Coonabarabran	41945	42120	175
28 Oct 24	28 Oct 24	Binnaway CC Meeting	42120	42225	105
29 Oct 24	29 Oct 24	Gilgandra/Coonabarabran	42225	42530	305
31 Oct 24	31 Oct 24	Extra-Ordinary Council Meeting – Coonabarabran	42530	42708	178
01 Nov 24	01 Nov 24	Dunedoo CC Meeting	42708	42814	106
02 Nov 24	02 Nov 24	Mendooran CC Meeting	42814	42982	168
08 Nov 24	08 Nov 24	Dubbo Alliance Meeting	42982	43266	284
09 Nov 24	09 Nov 24	Coonabarabran Wings n Things	43266	43449	183
Total KM travelled for period 5 October 2024 – 9 November 2024					2212

MAYORAL MINUTE - EXPENSES 5 October 2024 to 9 November 2024

Mayor Kathryn Rindfleish

<u>Date</u>	<u>Transaction Details</u>	<u>Comments</u>	
Total expenditure for period 5 October – 9 November 2024			\$0.00

RECOMMENDATION

That Council:

1. Notes the report on the Mayor's Activity and Log of Kilometres Travelled by Mayor or Kathryn Rindfleish for the period 5 October 2024 to 9 November 2024.
2. Notes the report on the Mayor Kathryn Rindfleish credit card expenses between 5 October 2024 and 9 November 2024.

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Item 2 Councillors' Monthly Travel Claims

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

Reason for Report

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

Background

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

Councillor Monthly Travel Claims

Councillor	Kilometres	\$ per KM	Total Amount (\$)
Cr Bell	-	0.98	-
Cr Brady	190	0.98	\$186.20
Cr Hogden		0.98	-
Cr Holcombe	290	0.98	\$284.20
Cr Lewis	112	0.98	\$109.76
Cr Newton	190	0.98	\$186.20
Cr Rindfleish	-	0.98	-
Cr Taylor			-
Cr Todd	-	0.83	-
		Total:	\$766.36

Issues

Nil.

Options

Nil.

Financial Considerations

Outlined above.

Risk Considerations

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

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Community Engagement

To inform the community.

Attachments

1. Councillors Monthly Travel Claims

RECOMMENDATION

That Council notes the Councillors' monthly travel claims report in the amount of \$766.36.

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Item 3 Delegates Report – Castlereagh Macquarie County Council Meeting 28 October 2024

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

Reason for Report

To report to Council on the Castlereagh Macquarie County Council (CMCC) meeting on 28 October 2024.

Background

On Monday 28 October 2024, Cr Holcombe and Cr Bell attended the Castlereagh Macquarie County Council meeting, held in Coonamble.

Elections for Chairperson were held, and Cr Doug Batten was declared the Chair until the end of September 2026. Elections for Deputy-Chairperson were also held, and Cr Noel Kinsey was declared Deputy Chair, until the end of September 2026.

CMCC staff made site visits to the Bourke, Broken Hill and Tibooburra regions in September and extensive investigations were completed via both land and air. It was noted that there are infestations of Hudson Pear, Boxing-Glove Cactus, Mesquite, Jumping Cholla and more. Some have been noted as growing in residential properties and the new Local Weeds Officer has been contacted about these.

Letterbox drops and public information has been passed on via the Tibooburra Post Office. CMCC staff will be returning to the Broken Hill region shortly to utilise biological controls on the Hudson Pear infestations.

Hudson Pear has also been found in the Inverell Shire. Plants were found in a garden bed in a nearby homestead 27 years ago, but it has now spread into the National park, with over 500 plants identified. National Parks staff conducted a walk-through inspection of this area on 30 September 2024.

Spraying and Biological Controls of Hudson Pear infestations in Lightning Ridge continue.

Biosecurity Report Warrumbungle Shire

CMCC Staff in the Warrumbungle area have been concentrating on roadside spraying and property inspections related to St John's Wort, Blue Heliotrope and Blackberry.

The next meeting of the CMCC will be held on the 25 November 2024.

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Issues

Nil

Options

Nil

Financial Considerations

Nil

Risk Considerations

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

Community Engagement

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

Attachments

1. CMCC Ordinary Meeting Agenda 28 October 2024

RECOMMENDATION

That Council note the Delegate's Report in relation to Castlereagh Macquarie County Council meeting held on 28 October 2024

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Item 4 Delegate's Report – Newell Highway Taskforce Meeting 29 October 2024

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

Reason for Report

To report to Council on the Newell Highway Taskforce Meeting held Tuesday 29 October 2024 at Narrandera, NSW

Background

This meeting was transferred from Jerilderie, because the Minister for Roads, Jenny Aitchison, met with delegates to discuss the needs for both the Sturt and Newell Highways.

Firstly, the Sturt Highway group met to have their meeting, then both the Sturt and Newell Highway Groups came together to meet and discuss their problems with the Minister. I asked about funding for the Coonabarabran bypass, but was told there will be no funding for 15 years.

After the minister left, the Newell Highway Taskforce met. Things discussed included more passing lanes on the Newell, truck stops being used by caravans (leaving no room for trucks) and that Parkes Bypass is to be completed by the end of 2025. Works continue on the new Macquarie Bridge in Dubbo and the upgrade of the Newell, North of Narrabri.

I attended this meeting by zoom, as I was out of the country at the time.

The next meeting will be held at Parliament House in Canberra, the end of February or early March 2025.

Issues

Nil

Options

Nil

Financial Considerations

Nil

Risk Considerations

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

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Community Engagement

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

RECOMMENDATION

That Council notes the Delegate's Report on the Newell Highway Taskforce Meeting held Tuesday 29 October 2024 at Narrandera NSW.

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Item 5 Minutes of Economic Development and Tourism Meeting

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

Reason for Report

The purpose of this report is to present minutes from the meeting of the Economic Development and Tourism Advisory Committee held at Coonabarabran Tuesday 29 October 2024.

Background

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

Core responsibilities and duties of the Committee are to:

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

Issues

The following matters were considered by the Committee:

- Tourism Report – The EDT Committee discussed the effectiveness of current tourism advertisement campaigns, reaching a general consensus to avoid outlets that do not align with the Warrumbungle Region's strengths. Additionally, the Committee received updates on the progress of the Tourism Website and Heritage Trails projects. Brief discussions were also held on the successful Caravan and Camping Expos attended throughout 2024, with positive prospects for continued participation in 2025.
- Economic Development Report - The EDT Committee was updated on the progress of the Economic Development and Tourism Strategy (EDTS). Discussions highlighted insights gained from recent scene-setting workshops with Councillors and the EDT Committee, as well as targeted consultations with key stakeholders and community groups. These inputs have provided the consultant with sufficient information to draft the EDTS, which is scheduled for presentation to Councillors in early 2025.

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Further updates were provided on the Town Entrance Signage Project. The current status involves concept designs being reviewed by an engineer to ensure structural integrity and compliance with DA and CC requirements. Additional discussions addressed site location issues for the signage, with a proposal to engage in further community consultations on proposed sites before seeking formal endorsement from Council.

- Visitor Information Centre Report – The EDT Committee received an update on the Coonabarabran Visitor Information Centre's performance. Key topics included the reprinting of the ESCAPE brochure, ongoing issues with after-hours misuse of the 24-hour accessible toilets, the upcoming volunteer appreciation dinner, and recent visitor statistics. Further discussions considered the addition of signage in or around the toilet areas on Council own public toilets to promote local businesses and attractions.

Options

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

Financial Considerations

Nil

Risk Considerations

Nil

Community Engagement

The level of engagement for this report is to Inform.

Attachments

1. Minutes of the Economic Development and Tourism Committee meeting held 29 October 2024.

RECOMMENDATION

That Council notes the minutes of the Economic Development and Tourism Committee meeting held on 29 October 2024.

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Item 6 Council Resolutions Report

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

Reason for Report

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

Background

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

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

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

Issues

This feedback is provided to Council for information purposes.

Options

Nil

Financial Consideration

Nil

Risk Considerations

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

Community Engagement

Level of Engagement - Inform

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Attachments

1. Council Resolution Report

RECOMMENDATION

That the Council Resolution Report be noted for information.

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Item 7 Revotes and High Value Projects Report

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

Reason for Report

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

Background

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

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

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

Issues

Nil

Options

Nil

Financial Considerations

As set out in the report.

Risk Considerations

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

Community Engagement

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

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Attachments

1. Revote Report
2. High Value High Risk Revotes

RECOMMENDATION

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

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Item 8 Code of Conduct

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

Reason for Report

To seek Council adoption of the reviewed *Code of Conduct* and *Procedures for the Administration of the Code of Conduct*. Council needs to review and adopt the Code of Conduct within 12 months of the new Council being formed.

Background

The two documents being presented are required by the *Local Government Act 1993* (NSW) and the *Local Government (General) Regulation 2021*.

The Office of Local Government (OLG) provides models for the code of conduct, and procedures for the administration of the code of conduct. The models may be used by councils as a template when producing their own documents. Councils may strengthen the content of the model documents, but may not reduce or weaken them in any way.

Council adopted its current Code of Conduct and current Code of Conduct Procedures on 16 February 2023 (Resolution 222/2223).

The documents have now been reviewed against the model codes provided by the OLG.

Issues

There are no material changes proposed to the Code of Conduct or to the Code of Conduct Procedures.

Options

Council may adopt the documents as presented, or with amendments; however, any amendments may only serve to strengthen the policy and must not weaken or reduce it in any way.

Financial Considerations

Nil

Risk Considerations

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

Community Engagement

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

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

Attachments

1. Reviewed Code of Conduct.
2. Draft Procedures for the Administration of the Code of Conduct.

RECOMMENDATION

That:

1. Council adopts the reviewed Code of Conduct; and
2. Draft procedures for the Administration of the Code of Conduct.

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Item 9 2023/24 Annual Report

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Acting Manager Corporate Services – Claudia Knight
CSP Key Focus Area:	Local Government and Finance
Priority:	CL2 Council meets its legislative and compliance requirements and implements opportunities for organisational improvement

Reason for Report

The reason for this report is to present Council with the 2023/24 Annual Report.

Background

The 2023/24 Annual Report has been prepared as required by sections 428 and 428A of the *Local Government Act 1993* (NSW) and clause 217 of the *Local Government (General) Regulation 2021* (NSW) and is attached to this report.

Issues

The Annual Report highlights Council's achievements and progress against each of the *2022-2037 Community Strategic Plan* key themes:

- Caring for the Environment.

Goal: the good health of our natural environment and biodiversity is preserved and enhanced.

"We value our pristine, healthy, natural environment with clean water resources and diverse flora and fauna. We enjoy the close proximity to National Parks and large areas of forest and bushland. We love that we are surrounded by wide open spaces and spectacular mountain landscapes. We enjoy the peace and quiet, our temperate climate with four distinct seasons, the fresh, unpolluted air and clear night skies."

- Civic Leadership.

Goal: leadership will foster collaborative approaches to the governance of our area across all levels of government, to focus on delivering results against our agreed strategic outcomes in the most cost-effective way. The community will be at the heart of decision-making and service delivery.

"To look after the Warrumbungle community, a great deal of work happens behind the scenes to ensure there are planned,

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resourced, efficient and transparent systems in place to enable our community to function and prosper.

The community expects responsible and transparent decision-making with a focus on public conversations and ownership.”

- Strengthening the Local Economy.

Goal: a strong and sustainable economy provides our community with localised employment opportunities and ease of access to markets, goods and services.

“Our community has access to positive choices for investment, employment and study. This includes supporting our predominantly agricultural economy while also strengthening and diversifying the economy by targeting new and innovative industries.

Our solid local tourism industry is based on local attractions including three National Parks, Siding Spring Observatory and a range of tailored facilities and amenities. The contribution of our varied agricultural industry is highly valued, made possible by good climate and rainfall, productive soils, clean water supplies and ready access to markets.”

- Supporting Community Life.

Goal: to maintain a community where people are welcomed, healthy and connected, with opportunities to prosper in their individual pursuits. Active community participation is supported by cultural and recreational facilities and inclusive services that cater to all residents.

“Our communities are strong, resilient and inclusive, and provide support and assistance to those in need. We enjoy the freedoms that are afforded through our safe, friendly and caring community. Our local government area is a great place to raise a family and we value the contributions and participation of our younger people who are provided opportunities to support their development. Our diverse community is reflected through a wide range of arts and cultural activities, festivals and events.

People with the local government area have opportunities to participate in a diverse range of locally based sports catering for people of all ages, activity levels and interests. Our rural setting provides children with opportunities to play in and explore their natural environment and our communities have easy access to a wide range of active and passive recreational pursuits.”

The Annual Report documentation comprises the 2023/24 Annual Report which highlights Council’s achievements and progress towards the Community Strategic

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Plan and other statutory information as prescribed by the Local Government Act and Regulations.

The final audited Financial Statements will be presented as an attachment to the Annual Report when it is made available to the Minister for Local Government by 30 November 2024, as prescribed.

The audited Financial Statements 2023/24 detail the income and expenditure and financial position of Council over this period as well as specific schedules and the Special Purpose Financial Reports.

Options

NA

Financial Considerations

Nil

Risk Considerations

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

Community Engagement

The level of community engagement for this item is Inform.

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

Attachments

1. Warrumbungle Shire Council 2023/24 Annual Report

RECOMMENDATION

That Council:

1. Endorses the 2023/24 Annual Report;
2. Makes the Annual Report available to the public on Council's website;
3. Submits the Annual Report to the Minister for Local Government.

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Item 10 2024 Agency Information Guide

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Acting Manager Corporate Services – Claudia Knight
CSP Key Focus Area:	Civic Leadership
Priority:	CL4 To have a well-informed community that has confidence in Council’s decision-making processes

Reason for Report

To seek endorsement of the 2024 Agency Information Guide.

Background

Council is required by s20 of the *Government Information (Public Access) Act 2009* ('GIPA Act') to have an Agency Information Guide (AIG). The AIG is drafted according to the requirements of the GIPA Act. The object of the GIPA Act is to open government information to the public to maintain and advance a system of responsible and representative democratic government.

Issues

The draft AIG for 2024 has been submitted to the Information Commissioner, which is a requirement of the IPC. Updates and changes from 2022 reflect a change of staffing in the Executive Leadership Team.

Once endorsed, the 2024 AIG will be published on Council’s website.

A copy of the 2024 AIG is provided as an attachment.

Options

Council is required to adopt an Agency Information Guide.

Financial Considerations

Nil

Risk Considerations

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

Community Engagement

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

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

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Attachments

1. Draft 2024 Agency Information Guide

RECOMMENDATION

That Council endorses and adopts the 2024 Agency Information Guide.

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Item 11 Presentation of 2023/24 External Audited Annual Financial Statements as at 30 June 2024

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Chief Financial Officer – Dan Smallwood
CSP Key Focus Area:	Local Government and Finance
Priority:	CL2 Council meets its legislative and compliance requirements and implements opportunities for organisational improvement

Reason for Report

This report allows for tabling of the reports on the audit of Council's Audited Annual Financial Statements for the year ended 30 June 2024. The Annual Financial Statements were completed and lodged to the Office of Local Government (OLG).

Copies of the audited 2023/24 Financial Statements have been placed on Council's website and are available at Council's offices in Coolah and Coonabarabran. Additionally, Council libraries provide access for the public to Council's website.

A representative of the Audit Office of NSW or from the contracted External Auditor (Crowe) is expected to attend the Council Meeting to present the Audited Annual Financial Statements for the year ended 30 June 2024.

A summary of the Consolidated 2023/24 Audited Annual Financial Statements is provided below:

	2024 \$ '000	2023(1) \$ '000	2022 (1) \$ '000
INCOME STATEMENT			
Total income from continuing operations	68,113	60,144	
Total expenses from continuing operations	(58,218)	(46,616)	
Net operating result for the year	9,895	13,528	
Net operating result before grants and contributions provided for capital purposes (deficit)	6,578	6,848	
STATEMENT OF FINANCIAL POSITION			
Total current assets	72,967	55,247	36,552
Total current liabilities	(12,299)	(11,528)	(10,324)
Total non-current assets	672,109	642,450	595,276
Total non-current liabilities	(2,274)	(3,637)	(6,191)
TOTAL EQUITY	730,503	682,532	615,313
Other financial information			
Unrestricted current ratio (times)	11.84	8.68	5.95
Operating performance ratio (%)	13.19%	18.48%	6.11%

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Debt service cover ratio (times)	28.72	17.28	11.59
Rates and annual charges outstanding ratio (%)	10.05%	11.25%	9.99%
Infrastructure renewals ratio (%)	39.81%	52.87%	89.00%
Own source operating revenue ratio (%)	45.67%	46.04%	46.83%
Cash expense cover ratio (months)	13.71	14.53	10.61

(1) restated.

Pursuant to section 420 of the *Local Government Act 1993* (NSW), any person may make a submission in writing to Council with respect to the Council's Audited Financial Statements or the Auditor Reports.

Submissions on the 2023/24 Audited Annual Financial Statements close 4:30 pm Friday 29 November 2024, being one week after the meeting which the presentation of 2023/24 Audited Annual Financial Statements occurs.

Risk Considerations

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

Community Engagement

The level of engagement for this report is Inform.

Attachment:

1. Copies of the Consolidated General Purpose, Special Purpose Annual Financial Statements and Special Schedule on Permissible Income for General Rates for the year ended 30 June 2024 inclusive of the Audit Certificates, including; Copy of the unaudited Special Schedule, Report on Infrastructure Assets as at 30 June 2024.

RECOMMENDATION

That Council:

1. Note the report on completion and presentation of the 2023/24 Audited Annual Financial Statements for the Warrumbungle Shire Council as at 30 June 2024.
2. Suspend standing orders to allow for a presentation by the Auditor on the 2023/24 Financial Statements.

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Item 12 Quarterly Budget Review Statement for the 1st Quarter Ending 30 September 2024

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Chief Financial Officer – Dan Smallwood
CSP Key Focus Area:	Local Government and Finance
Priority:	CL2 Council meets its legislative and compliance requirements and implements opportunities for organisational improvement

Reason for Report

To present a summary of Council's financial position as at 30 September 2024 including information regarding the supplementary vote requests.

Summary

The 1st Quarter Budget Review Statement report (refer attachments) is to inform Council on major variations and recommend changes to the budget. Explanations for major variations are reported within the attached 1st Quarterly Budget Review Statement. Also included is a list of supplementary votes for approval.

Background

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

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

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

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

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- A statement by the responsible accounting officer on council's financial position at the end of the year based on the information in the Quarterly Business Review Statement (Part 2)
- Budget Review – Income and Expenses Statement in one of the following formats (Parts 3, 4, & 5):
 - consolidated;
 - by fund (e.g. General Fund; Water Fund; Sewer Fund); or
 - by function, activity, program etc. to align with the management plan / operational plan.
- Budget Review – Capital Budget (Parts 7 and 8)
- Budget Review – Cash and Investments Position (Part 10)
- Budget Review – Key Performance Indicators (Part 12)
- Budget Review – Contracts and Other Expenses (Part 13)

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

- Balance Sheet as at 30 September 2024 (Part 9)
- A Loan Movement Schedule (Part 11)

Report

The First Quarterly Budget Review Statement shows that Council's consolidated revised income budget for the 2024/25 financial year is \$55,602,185.00. Expenses from continuing operations are projected to be \$47,037,253.00. This results in a projected consolidated operating result from continuing operations of \$8,564,932.00 surplus as compared to original \$6,383,364.00 consolidated budget. The revised before Capital Grants and Contributions deficit is (\$3,788,694) as compared to surplus \$21,578 estimated at the original budget.

The general Fund First Quarterly Budget Review Statement figures are a revised income budget for the 2024/25 financial year of \$45,353,997.00. Expenses from continuing operations are projected to be \$42,475,891.00. This results in a projected operating surplus from continuing operations of \$6,436,720.00. The revised before Capital Grants and Contributions deficit is (\$6,436,720.00) as compared to a deficit of (\$3,347,000.00) estimated in the original budget.

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The table below shows the movements in the Water, Sewer and Waste fund for the 3rd quarter.

	Water Fund		Sewer Fund		Waste Fund	
	Original Budget	QBRs 1	Original Budget	QBRs 1	Original Budget	QBRs 1
Revenue	6,291,981	6,291,981	3,956,207	3,956,207	2,896,000	2,946,948
Expenses	4,046,103	3,000,748	2,119,000	1,560,614	2,602,000	2,736,263
Net Operating Result	2,245,878	3,291,233	1,838,000	2,395,594	294,000	210,712
Net Operating Result before Capital	557,878	1,603,733	487,000	1,044,294	294,000	210,712

Significant actual items to note from the QBRs include:

Revenue

- Rates and Annual charges are roughly per budget at 95%. This is due to billing being done in advance for the whole financial year for Rates, and annual charges and the pensioner concessions not being accounted for to date
- User charges and fees are at 9%, this is due to 1st Quarter water billing being processed in October
- Interest and investment revenue at 27% of budget which has continued strong performance from the current capital market
- Other Revenue's is at 34% of budget
- Operational Grants and Contributions are at budget at 7% of revised budget. Transport and RMS income not received this quarter, with other grant income expected throughout the year
- Capital Grants income is currently under budget at 1% of revised budget. Milestone claims will be made throughout the year to rectify this position

Expenditure

- Employee related expenditure is per pro-rata budget at 23%
- Borrowing costs are 3% due to limited repayments in Quarter 1
- Materials and Contracts is roughly as per pro-rata budget at 31%
- Depreciation costs is at 0% of budget. This is due to a delay in processing due to staff shortages
- Other expenses are at 4%, well under budget with a portion of Budgeted Other Expenses now moved to Materials and Contracts (as per Australian Accounting Standards mapping)

Further information is provided in the 1st Quarterly Budget Review Statement.

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Table 1 Supplementary Votes (negative is savings and positive is extra costs)

Description	Revenue	Operational Expenditure	Capital Expenditure	Net impact on budget	Comments
General Revenue					
Rates Revenue	159,103	0	0	159,103	Reduction in income due to sale of unpaid rates land and written off outstanding rates and water
Interest Revenue	0	0	0	0	
General Grants	0	0	0	0	
Total General Revenue	159,103	0	0	159,103	
Executive					
General Manager					
Management and Leadership	0	0	0	0	
Governance	(187,477)	156,638	0	(30,839)	Invoiced works for TRCC which is to be paid to council in QTR 2
HR Management	(4,999)	208,741	0	203,742	Increased expenditure to cover annual award increase
Payroll Services	(291,658)	252,353	0	(39,305)	Increase to cover workers compensation claim
Cobbora	0	0	0	0	
WH&S And Risk Management	0	0	0	0	
Learning and Development Services	0	0	0	0	
Total Executive	(485,134)	617,732	0	133,598	
Technical Services					
Technical Services Management	0	0	0	0	
Total Technical Services Management	0	0	0	0	
Design Services					
Design Services Management	0	(40,000)	0	(40,000)	Reallocation to below WO for Asset Management Plan
Emergency Services Management	0	0	0	0	

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Survey Investigation and Design	0	0	0	0	
GIS	0	0	0		
Asset Management	0	40,000	0	40,000	Reallocation to above WO for Asset Management Plan
NSW Fire Brigade	0	0	0	0	
Road Safety Officer	0	0	0	0	
Total Design Services	0	0	0	0	
Road Operations					
Road Operations Management	0	0	0	0	
Regional Roads M&R	0	(519,619)	25,000	(494,619)	Operational expenditure moved to Local Roads from Regional roads and increase in budget accordingly
Local Road M&R	(224,318)	519,619	224,318	519,619	Increased revenue matched off with capital expenditure for LRCIP P4 grants. As well as adjusted increased operational expenditure taken from the above Regional Roads
Aerodromes	0	0	0	0	
RMCC and Other Road Contracts	0	0	0	0	
Private Works	0	0	0	0	
Total Road Operations	(224,318)	0	249,318	25,000	
Fleet Services					
Fleet Services Management	0	32,000	0	32,000	Adjustment required to reduce expenditure and increase it to the WO below to correctly manage our reporting
Plant and Equipment	(606,008)	0	0	(606,008)	Increased operational expenditure taken from above adjustments to be made. Increased revenue affected by undercharging our internal plant hire across the directorates. Increased in line with adjusted budget movements
Depots	0	0	0	0	
Workshops	0	0	0	0	
Total Fleet Services	(606,008)	0	0	(606,008)	
Urban Services					
Urban Services Management	0	0	0	0	

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Horticulture	0	1,194	0	1,194	
Street Cleaning	0	0	0	0	
Public Amenities	0	(1,194)	0	(1,194)	
Ovals	(999,624)	0	985,550	(14,074)	LRCIP funding to complete works on Oval 3 Coonabarabran and other projects underway. Revenue matched off with capital expenditure
Town Streets	(482,058)	0	438,765	(43,293)	Additional grant funding applied from LRCIP 3 and Get Active to enhance the community. Revenue matched off with capital expenditure
Public Swimming Pools	(952,921)	0	939,989	(12,932)	LRCIP funding for pool infrastructure upgrades. Revenue matched off with capital expenditure
Total Urban Services	(2,434,603)	0	2,364,304	(70,229)	
Property and Risk					
Property and Risk	0	0	0	0	
Cemetery Services	0	0	0	0	
Medical facilities	0	0	0	0	
Public Halls	0	20,000	0	20,000	Halls maintenance Purlawaugh \$11k, Binnaway \$8.3k, Coona Town \$4.8k. Offsetting from WO401
Total Property and Risk	0	20,000	0	20,000	
Total Tech Services (excluding water)	(3,264,929)	20,000	2,613,622	(631,307)	
Development Services					
Development Services Management					
Development Services Management	0	0	0	0	
Building Control	0	0	0	0	
Environmental Health Services	0	62,460	0	62,460	Increase in operational expenditure to align with proposed plant and fleet hire charges. This is due to fleet internal costing increase and not being applied to the operational expenditure budget
Town Planning	0	45,500	0	46,500	Increase in operational expenditure to align with proposed plant and fleet internal hire charges. This is due to fleet internal costing

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					increase and not being applied to the operational expenditure budget
Total Development Services Management	0	108,960	0	108,960	
Regulatory Services					
Compliance Services	0	8,000	0	8,000	Increase to assist with a number of matters being dealt with by Legal and will incur ongoing costs through the year as well as water bill at pound yard. Seeking an increase to cover costs to run yearly
Noxious Weeds	0	00	0	0	
Total Regulatory Services	0	8,000	0	8,000	
Development and Tourism					
Tourism and Development Services	0	0	0	0	
Tourism and Economic Promotion	0	0	0	0	
Total Development and Tourism	0	0	0	0	
Total Development Services	0	116,960	0	116,960	
Corporate and Community Services					
Corporate Services					
Corporate Services Management	0	0	0	0	
Administration Services	0	0	0	0	
Finance	0	0	0	0	
Communications and IT	0	172,000	0	172,000	Increased operational expenditure to cover the costs of authority system upgrade as well as annual fees to run our IT department for licences and subscriptions
Supply Services	0	0	0	0	
Total Corporate Services	0	172,000	0	172,000	

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Corporate and Community Other					
Children's and Community Services					
Children's and Community Services Management	0	(36,000)	0	(36,000)	Increased costings from street festivals grant moved to the below youth development section. As well as additional adjustments to reallocate expenditure correctly below.
Connect 5	(15,000)	0	0	(15,000)	Supplementary payment received of \$15k
Youth Development	(25,752)	30,000	0	4,248	Youth week and LDAT Grants received, income increased accordingly. Adjustment of operational expenditure of \$30k for street festival from above
OOSH	(32,000)	0	0	(32,000)	Childcare subsidy is recorded here. May need to change resource code to 155. Currently no OOSH Grants available
Libraries	0	0	0	0	
Community Development	0	0	0	0	
Community Transport	0	0	0	0	
Aged Care Services	0	0	0	0	
Meals on Wheels	0	0	0	0	
Respite	0	0	0	0	
Home Maintenance	0	6,000	0	6,000	Lawnmower replacement moved from capex budget to operational
Social Support	0	0	0	0	
Yuluwirri Kids	0	0	0	0	
Total Children's and Community Services	(72,752)	0	0	(72,752)	
Total Corporate and Community Services	(72,752)	172,000	0	99,248	
Total General Fund		926,692	2,613,622		
Warrumbungle Water	0	400,350	89,520	489,970	Water operational increase for new pump, internal plant hire adjustments and wages increase to cover apprentice wages. Underlying budget adjustments required to move budget in line with last year's expenditure and increase plant hire charges. Capital increase in costs due to supp vote required to fund Binnaway raw

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					pump station, adjustments taken from other projects however additional 89,520 required
Warrumbungle Sewer	0	55,000	0	55,000	Increased operational expenditure to cover the cost of new operational equipment for sewerage plants eg camera system, as well as internal plant hire adjustments
Warrumbungle Waste	50,000	134,372	150,000	234,372	Increase in waste income from adjustment for container deposit scheme refunds. Capital expenditure increase due to sale of scrap metal to pay for new bale press. Increased operational expenditure to cover the increased internal plant hire charges as well as safe work inspection costs and improvements to be made across waste facilities
Warrumbungle Quarry	0	0	0	0	
Warrumbungle TRRRC	0	0	0	0	
Total Warrumbungle Shire Council	(3,712,712)	1,516,414	2,853,142	656,844	Overall position reduction in budget \$844,321 with increased income being offset by capital grants and expenditure increase to fall in line with actual position moving forward.

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Below is a reconciliation of the OPERATING RESULT (Table 1b) from continuing operations (including capital grants) for QBR1 to the **Revised Budget 2023/24** (refer Revised Budget Column of Part 3 Income Statement of QBR1 attachment to this report):

Table 1b – Reconciliation of the Operating Result – Consolidated

Description – Operating Changes	\$,000	\$,000
Brought forward operating result from continuing operations – Original Budget 2024/25		6,384
Revotes operational expenditure adjustment	(35)	
Revenue Budget – Supplementary vote QBR1 movement in income	3,713	
Operational Expenditure Budget – Supplementary vote QBR1 Movement in expenditure	(1,496)	
QBR1 movements to Income Statement	Subtotal	2,181
Operating Results from continuing operations		8,566
Less: Capital grants and contributions		12,354
Net Consolidated Operating Result Surplus /(Deficit) before Capital Grant and Contributions		(3,788)

Table 1c – Operating Result – General

Description – Operating Changes	\$,000	\$,000
Brought forward operating result from continuing operations – Original Budget 2024/25		2,302
Revotes operational expenditure adjustment	(35)	
Revenue Budget – Supplementary vote QBR1 movement in income	3,713	
Operational Expenditure Budget – Supplementary vote QBR1 Movement in expenditure	(1,041)	
QBR1 movements to Income Statement	Subtotal	2,637
Operating Results from continuing operations		4,939
Less: Capital grants and contributions		9,315
Net General Operating Result Surplus /(Deficit) before Capital Grant and Contributions		(4,375)

Table 1d – Operating Result – Water

Description – Operating Changes	\$,000	\$,000
Brought forward operating result from continuing operations – Original Budget 2024/25		2,245
Revotes operational expenditure adjustment	0	
Revenue Budget – Supplementary vote QBR1 movement in income	0	
Operational Expenditure Budget – Supplementary vote QBR1 Movement in expenditure	(400)	
QBR1 movements to Income Statement	Subtotal	(400)
Operating Results from continuing operations		1,845
Less: Capital grants and contributions		1,688
Net Water Operating Result Surplus /(Deficit) before Capital Grant and Contributions		157

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Table 1e – Operating Result – Sewer

Description – Operating Changes	\$,000	\$,000
Brought forward operating result from continuing operations – Original Budget 2024/25		1,838
Revotes operational expenditure adjustment	0	
Revenue Budget – Supplementary vote QBRS 1 movement in income	0	
Operational Expenditure Budget – Supplementary vote QBRS 1 Movement in expenditure	(55)	
QBRS movements to Income Statement	Subtotal	(55)
Operating Results from continuing operations		1,783
Less: Capital grants and contributions		1,351
Net Sewer Operating Result Surplus /(Deficit) before Capital Grant and Contributions		432

Rates and Annual Charges

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

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

The outstanding rates and annual charges ratio as at 30 September 2024 is 13.54%, which is more than the 10% benchmark proposed by the OLG. This is to be rectified over the year with further instalments to be received.

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

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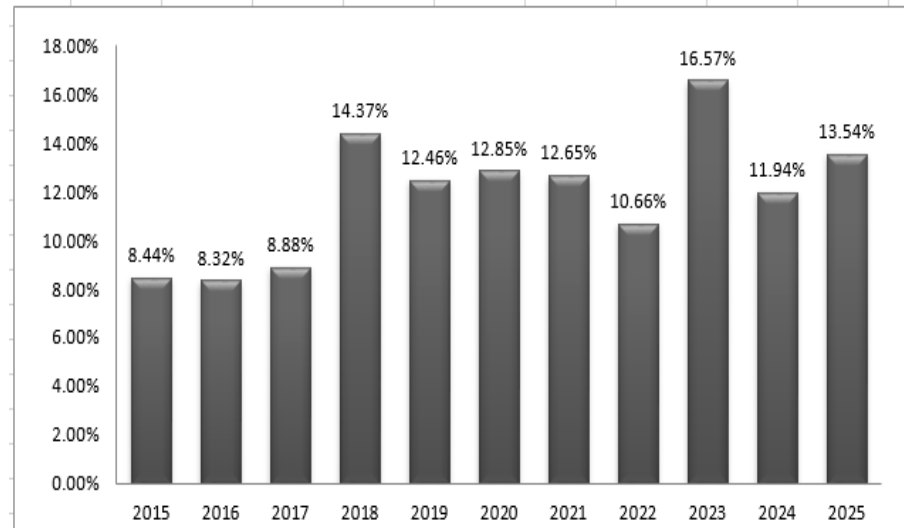
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Table 2a Outstanding balances by rate group and charge type

Rates types	Rates Levy					Water Levy				Grand Total	% of outstanding rates and charges
	General	Domestic Water	Water Access	Trade Waste	Storm Water	Sewer Access	Water Consumption	Sewer Consumption	Trade Waste Usage		
Business	70,733	36,048	34,881	590	5,767	56,624	193,959	38,170	16,194	452,965	17%
Residential	242,114	300,925	391,553	-	12,426	247,950	484,483	-	-	1,679,451	65%
Farmland	452,288	9,826	-	-	-	-	-	-	-	462,114	18%
Total	765,135	346,799	426,435	590	18,193	304,574	678,442	38,170	16,194	2,594,531	

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

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



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Table 2b – Outstanding Rates and Annual Charges – By rate and charge type

Rate/ Charge Type	Rate Arrears 23/24	Levy 24/25	Pensioner Write off	Abandoned/ adjustments	Interest	Legal Fees	Rate Arrears and Net Levy	Total Payments to Date	Total Outstandin g 24/25	Collection % 24/25	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
Rates Module Balances												
General	528,015	9,495,947	(145,300)	(155,557)	4,634	69,128	9,796,867	(3,152,293)	6,644,574	32.18	765,135	7.81
Water	484,846	2,477,520	(67,783)	(50)	2,516	-	2,897,049	(1,056,947)	1,840,102	36.48	426,435	14.72
Sewerage	254,089	1,724,669	(49,408)	(41)	1,397	-	1,930,706	(625,995)	1,304,711	32.42	249,560	12.93
Trade Waste	723	10,485	-	-	3	-	11,211	(6,379)	4,832	56.90	590	5.26
Storm Water	20,639	103,463	-	(2)	110	-	124,210	(45,609)	78,601	36.72	18,193	14.65
Garbage	419,379	2,415,834	(104,232)	(51)	2,134	-	2,733,064	(1,064,470)	1,668,594	38.95	346,799	12.69
Total Rates and Annual Charges	1,707,691	16,227,918	(366,723)	(155,701)	10,794	-	17,493,107	(5,951,693)	11,541,414	34.02	1,806,712	10.33
Water Billing Module Balances												
Sewerage Access (Water Billing)	164,927	-	-	-	1,045	-	165,972	(110,958)	55,014	66.85	55,014	33.15
Water Consumption	1,382,327	-	-	(3,332)	8,818	6,599	1,394,412	(715,970)	678,442	51.35	678,442	48.65
Sewer Consumption	73,152	-	-	-	450	-	73,602	(35,432)	38,170	48.14	38,170	51.86
Trade Waste Usage	43,446	-	-	(4,321)	211	-	39,33601,6 73,322	(23,142)	16,194	58.83	16,194	41.17
Total Water Supply Services	1,663,852	-	-	(7,653)	10,524	6,599	1,673,322	(885,502)	787,820	52.92	787,820	47.08
Grand Total	3,371,543	16,227,918	(366,723)	(163,354)	21,318	75,727	19,166,429	(6,837,195)	12,329,234	35.67	2,594,532	13.54

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Options

Council can choose to:

1. Accept the Quarterly Budget Review Statement (QBRS) and:
 - (a) approve all supplementary votes requested; or
 - (b) select projects from the supplementary votes and approve a lower amount; or
 - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2024/25; or

2. Accept the Quarterly Budget Review Statement (QBRS) subject to changes and:
 - (a) approve all supplementary votes requested; or
 - (b) select projects from the supplementary votes and approve a lower amount; or
 - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2024/25; or

3. Not accept the Quarterly Budget Review Statement (QBRS) and:
 - a) reject the whole amount requested; or
 - (b) select projects from the requested supplementary votes and approve a lower supplementary vote amount; or
 - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2023/24.

Statement by Responsible Accounting Officer

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

It is my opinion that the Quarterly Budget Review Statement for Warrumbungle Shire Council for the quarter indicates that Council's financial position as at 30 September 2024 is satisfactory having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.



Responsible Accounting Officer

Attachments

1. 1st Quarter Budget Review Statement

WARRUMBUNGLA SHIRE COUNCIL

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RECOMMENDATION

That Council:

1. Accept the 1st Quarter Quarterly Budget Review Statement for the 2024/25 financial year, as presented;
2. Approve the variations as described in Table 1a; and
3. Note and accept the information provided on the status of the rates and annual charges for the period ending 30 September 2024.

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Item 13 Delivery Program Progress Report – 1ST Quarter 2024/25

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

Reason for Report

To present the quarterly Delivery Program Progress Report for the period 1 July 2024 to 30 September 2024 to Council for their information and endorsement.

Background

It is a requirement of section 404(5) of the *Local Government Act 1993* (NSW) and the Integrated Planning and Reporting Framework that regular progress reports are provided to Council with respect to the principal activities detailed in its Delivery Program. Progress reports must be provided at least every six months.

Issues

The attached report details Council's progress for the period 1 July 2024 to 30 September 2024 in carrying out and/or completing activities identified in the Delivery Program 2022/23 to 2025/26 adopted by Council at its Ordinary meeting of 19 May 2022 (Resolution 295/2122). The report highlights areas where progress is behind schedule and/or more action is required.

Options

Nil

Financial Considerations

Nil

Risk Considerations

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

Community Engagement

The level of community engagement for this item is Inform.

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

Attachments

1. Delivery Program Progress Report – 30 September 2024.

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RECOMMENDATION

That Council endorses the Delivery Program Progress Report for the period 1 July 2024 to 30 September 2024.

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Item 14 Community Financial Assistance Donations 2024/25 – Round One

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

Reason for Report

To present the application for the Coonabarabran Celtic Club Pipe Band received in Round One of the 2024/25 Community Financial Assistance Donations, requesting an amount totalling \$500.00.

Background

From Friday 30 August 2024 until Tuesday 2 September 2024, Council endured a business-wide computer outage disabling all Council online operations. On the 30 August 2024, Mr Robert Noakes submitted a Community Financial Assistance Donations Application on behalf of the Coonabarabran Celtic Club Pipe Band. Due to the outage, the Club's application was lost.

The Community Financial Assistance Donations for Round One 2024/25 were endorsed by Council at the 17 October Ordinary Council Meeting where the total budget expenditure was \$9,500.00 for successful applicants. Sufficient funds remain in the budget allocated to Round One 2024/25 in order to consider the Coonabarabran Celtic Club's application.

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

Issues

Council remains within the Round One 2024/25 Community Financial Assistance Donations timeframe, and therefore Council may consider the Coonabarabran Celtic Club Pipe Band's application, taking into consideration that the previous application was lost due to unforeseen circumstances. A total of one (1) application was received on the 22 October 2024, and is provided as an attachment to this report. (Attachment 1)

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

1. Contribution to addressing gaps in service provision or community development programs and activities.
2. Activities which promote community development in a multicultural context and seek to address issues of access and equity.

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3. Involvement from volunteers and self-help initiatives which build upon Council's contribution.
4. Consumer/user participation in management of services/activities.
5. Innovative and creative approaches to identified needs.
6. Activities which use Council funding to attract further resources and funding.

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

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

The one (1) application has been assessed against the evaluation criteria. A copy of the Evaluation of Applications is provided as an attachment to this report (Attachment 2). To summarise, the application was successful as a high priority with this application meeting either three or more approval criteria.

Should this one (1) application be approved for the full amount recommended, the total amount of Community Financial Assistance Donations budget for Round One 2024/25 will be \$9,800, the full amount falls within the budget allocated for Round One 2024/25.

A summary of all the applications received for Round 1 2024/25, including the Coonabarabran Celtic Club, is provided in the table below. Note, the reference number refers only to the order the applications were received, and the greyed items have been previously endorsed by Council at the 17 October 2024 Ordinary Council Meeting.

Table 1 – summary of applications

Ref	Applicant/s	Project description	Amount requested (\$)	Recomm'd donation (\$)
1	Mendooran Country Women's Association	Contribution towards the installation of 2025 CWA Centenary seat.	\$500	\$500
2	Mendooran PA&H Association Incorporated	Contribution towards an Art Exhibition in October 2024.	\$500	\$500
3	Dunedoo Historical Society and Museum	Contribution towards a project honouring Servicemen and Servicewomen through miniature statues.	\$400	\$400

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4	Coonabarabran Rugby League Football Club	Contribution towards purchase costs for No.1 Oval digital scoreboard.	\$500	\$500
5	Coonabarabran Netball Association	Contribution towards waiving club fees to enable all community members to join the club	\$500	\$500
6	Coonabarabran Little Athletics	Contribution towards promotion and catering costs for two 'Come and Try Little Athletics' days in September 2024	\$400	\$400
7	Binnaway Tennis Club Inc.	Contribution towards funding a coaching clinic and BBQ for junior club members on 15 December 2024.	\$500	\$500
8	2357 Development Group Inc	Contribution towards establishing a Parkrun event in Coonabarabran, which will be an ongoing event. Application includes payment of bond to Council from donation.	\$500	\$500
9	Coonabarabran Swimming Club	Contribution towards purchasing new equipment and resources for the club.	\$500	\$500
10	Coolah Historical and Tourism Society	Contribution towards the purchase of new office chairs for the Tourist Information Centre / Pandora Gallery.	\$500	\$500
11	Coolah and District Development Group Incorporated	Contribution towards the purchase of an information plaque for the 'Stump Selfie' project.	\$500	\$500
12	Coolah Lions Club Incorporated	Contribution towards upgrade and maintenance costs to the Driver Reviver Toilets in Coolah.	\$500	\$500
13	Coonabarabran Orbital Swing Band Incorporated	Contribution towards the Orbital Swing Band's Public Liability Insurance costs.	\$500	\$500
14	Coolah Dunedoo Landcare Coolaburragundy Riverwalk	Contribution towards ongoing Coolaburragundy Riverwalk costs of maintenance.	\$500	\$500
15	Mendooran Turf Club	Contribution towards the costs of hosting the annual Family Fun Day event at the club.	\$500	\$500
16	Flying Mice Elders	Contribution towards the costs associated with a Martin Reserve 'Five	\$500	Nil

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		Corner Path' project to honour local Elders.		
17	Mendooran & District History Group	Contribution towards the costs associated with the replacement of the entrance fence at Mendooran Cemetery.	\$500	\$500
18	Mendooran District Volunteer Rescue Association (VRA)	Contribution towards the VRA Christmas in the Park event.	\$500	\$500
19	The Black Stump Craft Shop	Contribution towards upgrading the accessible facilities at the Black Stump Craft Shop.	\$500	\$500
20	Dunedoo Rugby League Football Club	Contribution towards an historical information plaque for the new amenities at Robertson Oval Dunedoo.	\$500	\$500
21	Coonabarabran Celtic Club Pipe Band	Contribution towards the ongoing operational costs involved in running the Pipe Band Club.	\$500	\$500
			TOTAL AMOUNT \$9,800	

Options

Council may approve or decline the one (1) application provided by the Coonabarabran Celtic Club for Community Financial Assistance Donations. The attached application and evaluation summary are provided to assist in deliberations.

Financial Considerations

The total amount recommended for the Coonabarabran Celtic Club is \$500, bringing the overall total cost for Round One 2024/25 to \$9,800.00. This amount falls within the budget allocated to the Community Financial Assistance Donations for the 2024/25 financial year.

Risk Considerations

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

Community Engagement

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

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

Attachments

1. One (1) application from the Coonabarabran Celtic Club for Round One of the 2024/25 Community Financial Assistance Donations.
2. Evaluation of Applications sheet used to assess applications against criteria.

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RECOMMENDATION

That Council funds the following application Number 21 Coonabarabran Celtic Club Pipe Band, under Round One of the Community Financial Assistance Donations 2024/25, at a cost of \$500.

Applicant name/s	Amount (\$)
Coonabarabran Celtic Club – Contribution towards the ongoing costs of running the Pipe Band.	\$500

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Item 15 Investments and Term Deposits month ending 31 October 2024

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

Reason for Report

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

Background

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

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

Issues

Comments on Performance

Marketable Securities, Term Deposits and At Call Investment Accounts

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

Marketable Securities

Council currently holds no Marketable Securities.

Term Deposits

During the month, \$7,000,000.00 worth of term deposits matured, earning Council a total of \$215,182.32 in Interest.

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

- \$500,000 with WBC at a rate of 5.00%
- \$500,000 with WBC at a rate of 5.01%
- \$1,500,000 with WBC at a rate of 5.04%

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The balance of the term deposits at the end of the month was \$48,400,000.00.

At Call

At call accounts are used to hold funds for shorter periods and generally are adjusted on a weekly basis to meet cash flow requirements. During the month, \$4,188.01 interest was earned on the balances in the accounts and net transfers of \$650,000.00 were made from these accounts resulting in a month end balance of \$533,767.46. The rate of interest on this account is 4.35% for shorter term cash requirements.

Cash at bank balance

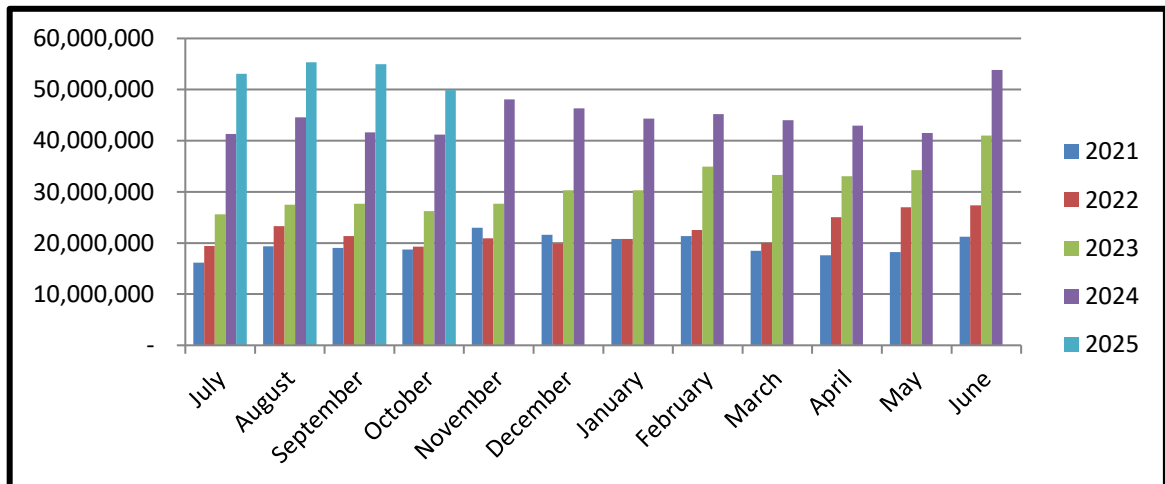
In addition to the at call accounts and term deposits, as at 31 October 2024, Council had a cash at bank balance of \$952,118.59.

Income Return

The average yield on Investments Council held for October 2024, of 5.1030%. Council uses the Bank Bill Swap Rate (BBSW) supplied by the Australian Securities Exchange (ASX) which was 4.4150% for the month of October. The performance of investments for October, based on the comparison, was the portfolio exceeded the benchmark by 0.6880%.

Council's budget for year 2024/25 for interest on investments is \$1,391,800. At the end of October 2024, the amount of interest received and accrued should be around 33.33% of the total year budget, i.e. \$463,933.33 on a year to date basis, interest received and accrued totals \$876,297.13, which is 62.96% of the annual budget.

Graph by Month Investments



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Options

Table 1: Investment Balances – 31 October 2024

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
At Call Accounts							
NAB	1-Oct-24	At Call	at	ADI	ADI	0.05%	1,221.49
ANZ	1-Oct-24	At Call	at	ADI	ADI	0.01%	6,998.06
CBA At Call	1-Oct-24	At Call	at	ADI	ADI	4.35%	525,547.91
							533,767.46
Term Deposits							
WBC	28-May-24	05-Nov-	161	ADI	ADI	5.04%	1,000,000.00
BOQ	31-May-24	12-Nov-	165	UMG	UMG	5.05%	1,000,000.00
CBA	11-Jun-24	19-Nov-	161	ADI	ADI	4.78%	2,000,000.00
BOQ	25-Jun-24	26-Nov-	154	UMG	UMG	5.05%	1,000,000.00
WBC	29-Nov-23	29-Nov-	366	ADI	ADI	5.35%	2,000,000.00
NAB	29-Nov-23	29-Nov-	366	ADI	ADI	5.27%	5,600,000.00
WBC	29-Nov-23	29-Nov-	366	ADI	ADI	5.35%	1,200,000.00
BOQ	25-Jun-24	03-Dec-	161	UMG	UMG	5.01%	1,000,000.00
NAB	25-Jun-24	10-Dec-	168	ADI	ADI	5.08%	1,000,000.00
AMP Sewer Fund	17-Jun-24	16-Dec-	182	LMG	LMG	5.05%	2,000,000.00
NAB	25-Jun-24	17-Dec-	175	ADI	ADI	5.09%	1,000,000.00
AMP	16-Jul-24	16-Dec-	153	LMG	LMG	5.15%	750,000.00
CBA	25-Jun-24	23-Dec-	181	ADI	ADI	4.88%	1,000,000.00
NAB	27-Jun-24	02-Jan-25	189	ADI	ADI	5.30%	500,000.00
CBA	28-Jun-24	07-Jan-25	193	ADI	ADI	4.96%	500,000.00
BOQ Sewer Fund	17-Jun-24	13-Jan-25	210	UMG	UMG	5.15%	850,000.00
BOQ	28-Jun-24	14-Jan-25	200	UMG	UMG	5.22%	1,000,000.00
NAB	03-Jul-24	21-Jan-25	202	ADI	ADI	5.30%	3,000,000.00
BOQ	03-Jul-24	28-Jan-25	209	UMG	UMG	5.25%	3,000,000.00
WBC	03-Sep-24	03-Feb-	153	UMG	UMG	4.99%	2,500,000.00
WBC	03-Jul-24	04-Feb-	216	ADI	ADI	5.21%	2,000,000.00
NAB	22-Jul-24	11-Feb-	204	ADI	ADI	5.25%	1,000,000.00
WBC	23-Jul-24	18-Feb-	210	ADI	ADI	5.13%	1,000,000.00
NAB	30-Jul-24	25-Feb-	210	ADI	ADI	5.25%	1,000,000.00
AMP Sewer Fund	27-Sep-24	25-Feb-	151	ADI	ADI	4.99%	1,000,000.00
CBA	06-Aug-24	04-Mar-	210	ADI	ADI	4.80%	1,000,000.00
NAB	20-Aug-24	11-Mar-	203	ADI	ADI	4.95%	1,000,000.00
WBC	15-Oct-24	17-Mar-	153	ADI	ADI	5.00%	500,000.00
CBA	28-Aug-24	18-Mar-	202	ADI	ADI	4.71%	1,000,000.00
CBA	03-Sep-24	25-Mar-	203	ADI	ADI	4.78%	1,000,000.00
WBC - Sewer Fund	30-Oct-24	31-Mar-	152	ADI	ADI	5.01%	500,000.00
WBC	30-Aug-24	31-Mar-	213	ADI	ADI	4.92%	1,000,000.00
NAB	24-Sep-24	08-Apr-25	196	ADI	ADI	4.95%	1,000,000.00
WBC	31-Oct-24	15-Apr-25	166	ADI	ADI	5.04%	1,500,000.00
AMP	28-Aug-24	24-Jun-25	300	ADI	ADI	5.02%	1,000,000.00
NAB	02-Jul-24	03-Jul-25	366	ADI	ADI	5.40%	1,000,000.00
						Sub-Total	48,400,000.00
						Total	48,933,767.46

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Credit Rating Legend

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

Table 2: At Call and Term Deposits – Monthly Movements

Bank	Opening Balance	Interest Added to Investment	Net Placements /Withdrawals	Closing Balance
NAB	1,221.49			1,221.49
ANZ	6,998.06			6,998.06
CBA At Call	1,171,359.90	4,188.01	(650,000.00)	525,547.91
Total at call	1,179,579.45	4,188.01	(650,000.00)	533,767.46
CBA	1,000,000.00	24,233.42	(1,024,233.42)	
WBC	1,000,000.00	25,031.23	(1,025,031.23)	
WBC	1,000,000.00	23,752.60	(1,023,752.60)	
BOQ	1,000,000.00	20,958.90	(1,020,958.90)	
NAB	1,000,000.00	25,569.87	(1,025,569.87)	
WBC - Sewer Fund	500,000.00	12,910.27	(512,910.27)	
WBC	1,500,000.00	82,726.03	(1,582,726.03)	
WBC	1,000,000.00			1,000,000.00
BOQ	1,000,000.00			1,000,000.00
CBA	2,000,000.00			2,000,000.00
BOQ	1,000,000.00			1,000,000.00
WBC	2,000,000.00			2,000,000.00
NAB	5,600,000.00			5,600,000.00
WBC	1,200,000.00			1,200,000.00
BOQ	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
AMP Sewer Fund	2,000,000.00			2,000,000.00
NAB	1,000,000.00			1,000,000.00
AMP	750,000.00			750,000.00
CBA	1,000,000.00			1,000,000.00
NAB	500,000.00			500,000.00
CBA	500,000.00			500,000.00
BOQ Sewer Fund	850,000.00			850,000.00
BOQ	1,000,000.00			1,000,000.00
NAB	3,000,000.00			3,000,000.00
BOQ	3,000,000.00			3,000,000.00
WBC	2,500,000.00			2,500,000.00
WBC	2,000,000.00			2,000,000.00
NAB	1,000,000.00			1,000,000.00

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WBC	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
WBC	2,000,000.00			2,000,000.00
CBA	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
WBC			500,000.00	500,000.00
CBA	1,000,000.00			1,000,000.00
CBA	1,000,000.00			1,000,000.00
WBC - Sewer Fund			500,000.00	500,000.00
WBC	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
WBC			1,500,000.00	1,500,000.00
AMP	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
Total Term deposits	52,900,000.00	215,182.32	(4,715,182.32)	48,400,000.00
Total	54,079,579.45	219,370.33	(5,365,182.32)	48,933,767.46

Financial Consideration

Council's Investment portfolio is Compliant with the Investment Policy.

The table below provides compliance status against the Investment Policy:

Institution	Credit Rating	Investment \$	Actual Exposure	Max. Limit per Policy	Compliance status
ANZ	ADI	6,998.06	0.01%	40.00%	Compliant
CBA	ADI	7,025,547.91	14.36%	40.00%	Compliant
WBC	ADI	14,200,000.00	29.02%	40.00%	Compliant
NAB	ADI	6,101,221.49	32.90%	40.00%	Compliant
	Total ADI	37,333,767.46	76.29%	100.00%	Compliant
BOQ	UMG	7,850,000.00	16.04%	30.00%	Compliant
MAQ	UMG			30.00%	Compliant
	Total UMG	7,850,000.00	16.04%	60.00%	Compliant
AMP	LMG	3,750,000.00	7.66%	20.00%	Compliant
	Total LMG	3,750,000.00	7.66%	20.00%	Compliant
	Grand Total	48,933,767.46	100.00%		

Risk Considerations

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

Certification of Responsible Accounting Officer

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

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Responsible Accounting Officer – Lisa Grammer

Community Engagement Considerations

The level of community engagement is Inform.

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

RECOMMENDATION

That Council accept the Investments Report for the month ending 31 October 2024 including a total balance of \$49,885,886.05 being:

- \$533,767.46 in at call accounts.
- \$48,400,000.00 in term deposits.
- \$952,118.59 cash at bank.

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Item 16 Reduced Pool Entry Fee – 2024/25

Division:	Technical Services
Management Area:	Urban Services & Facilities
Author:	Manager Urban Services & Facilities – Julie Henny
CSP Key Focus Area:	SC3 A healthy and active community is supported by sport and recreation infrastructure.
Priority:	SC3.1 Identify and deliver sport and recreation facilities to service the community into the future.

Reason for Report

To present the outcome of the 28-day public exhibition of the proposed reduction in casual admission pool entry fees for the 2024/25 season.

Background

Council at its meeting on 26 September 2024 resolved the following:

79/2425 RESOLVED that Council:

- 1. Notes in information contained in the Notice of Motion – Pool Fees 2024/25 Season*
- 2. To reduce entry fees for the 2024/25 season for 'Casual Admission per person' from \$4.70 (Inc GST) to \$2.00 (Inc GST).*
- 3. Places the proposed reduction in entry fees changes the 2024/25 season for 'Casual Admission per person' on exhibition for a period of at least 28 days and invites public submissions.*
- 4. Receives a further report on the proposed fees and charges after the close of public submissions.*

Issues

The proposed changes were advertised on social media and via the "Have Your Say" section on the Council's website. The submissions closed on 25 October 2024.

Council received twenty-three written submissions (Attachment 1) containing mixed feedback. Fourteen were supportive of the proposed \$2.00 entry fee; eight believed there should also be a discount in the season ticket price; and seven suggested the pools entry should be free of charge.

Council has a fee structure that provides flexibility and various options for utilising the Shire swimming pools. This includes a 50% entry discount for Seniors card holders; season tickets for individuals or families that can be purchased for a full or half season or a four-week block.

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Council trialled free entry to all pools for the 2023/24 season. While attendance increased, so did antisocial behaviour and lack of active supervision of patrons under the age of 10 by persons over the age of 16.

Options

Council may wish to note the information contained within the report.

Council can reduce entry fees for the 2024/25 season for “Casual Admission per person” from \$4.70 (Inc GST) to \$2.00 (Inc GST).

Financial Considerations

Charging a reduced entry will go towards offsetting the costs for operating Council’s ageing pool infrastructure. Two dollars is considered to be affordable and aims to reduce some of the cost pressures families in our community are facing.

The costs to deliver \$2.00 entry to Council’s pools where a pool attendant is available is unknown. 8,016 free visits were recorded last year. If the \$2.00 entry fee is implemented and a similar number of people visit our pools, the income would be in the order of \$16,032.

As reported to Council in the Review of the 2023/24 Pool Operations report in June of this year, the annual nett operating cost for outdoor pools for the year was \$732,789. This is made up of \$27,392 income and \$760,181 expenditure covering wages, chemicals, utilities as well as minor repairs and maintenance.

Should the \$2.00 entry fee where a pool attendant is available be implemented Council will need to identify a source of funds or a reduction in service levels to offset the costs.

Risk Considerations

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

Community Engagement Considerations

The level of engagement for this report is to inform.

Attachments

1. Written submissions on fee reduction for swimming pool admissions.

RECOMMENDATION

That Council:

1. Note the information contained within the two-dollar entry fee report;
2. Reduce entry fees for the 2024/25 season for “Casual Admission per person” from \$4.70 (Inc GST) to \$2.00 (Inc GST);
3. Council staff identify a source of funds, or a reduction in service levels to cover the costs of the reduced income from pool fees.

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Item 17 Coonabarabran Amateur Boxing Gym Licence update on fee structure and its establishment

Division:	Technical Services
Management Area:	Urban Services and Facilities
Author:	Manager Urban Services and Facilities – Julie Henny
CSP Key Focus Area:	Supporting Community Life
Priority:	SC3 A healthy and active community is supported by sport and recreational infrastructure

Reason for Report

To update Council in relation to the Licence Agreement between Council and Coonabarabran Amateur Boxing Association's (the Association) fee structure, its establishment, and to outline associated costs related to the Agreement.

Background

Council at its meeting on 17 October 2024 resolved the following:

111/2425 RESOLVED that Council:

Defer consideration of the proposed Licence Agreement between Council and Coonabarabran Amateur Boxing Association, and that a report be provided to Council in relation to the fee structure and its establishment, outlining any associated costs related to this agreement to Council.

Issues

The 2020 Licence Agreement between the Association and Council came about due to an April 2020 Council report on income and expenditure at the Sport and Recreation Building in relation to activities being undertaken on the mezzanine level. Attachment 1 contains the report and Council resolution.

At the time, no income was being derived from the mezzanine level and the operating costs associated with the mezzanine level (in isolation) could not be determined. The income received for the Sport and Recreation Building was mostly derived from hire of the drop-in centre and the main hall on the ground floor. The outgoings for the entire building in 2020 including operational activities (salary & wages, materials purchased, plant hire), utilities (water, electricity, insurance and rates), building and infrastructure maintenance, cleaning and pest control was \$27,655 and those costs were paid by Council.

In 2020 the daily cost of hiring the mezzanine level from Council was \$32 (inc GST). Given that the Association occupied the mezzanine level seven days per week, a weekly rental of \$224 or annual rental of \$11,648 was applicable at that point in time. It was decided that \$11,648 would not have been appropriate for a community group

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to contribute and that it would be more appropriate to recover part of the cost associated with cleaning services and electricity supply for the mezzanine level.

The fee structure options provided to Council for recovering annual costs associated with cleaning and electricity were based on the average cost at the time for the whole building of \$16,000 and using percentages which would be attributed to the mezzanine level use by the Association and are shown below.

Option Description	Option 1	Option 2	Option 3
Cleaning and electricity costs whole building \$/yr	\$16,000	\$16,000	\$16,000
Costs attributed to mezzanine level %	15%	20%	25%
Costs attributed to mezzanine level \$/yr	\$2,400	\$3,200	\$4,000

Council at its meeting on 19 November 2020 resolved to enter into a two-year licence agreement with the Coonabarabran Amateur Boxing Association for occupation of the mezzanine level of the Coonabarabran Sport and Recreation Building as per the following subject to an annual rental fee of \$2,400.

Financial Considerations

For Council's information the outgoings for the years 2021/22, 2022/23 and 2023/24 are show below and include operational costs (salary & wages, materials purchased, plant hire), utilities (water, electricity, insurance and rates), building and infrastructure maintenance, cleaning and pest control.

2021/22	2022/23	2023/24
\$21,892	\$19,363	\$31,096

Risk Considerations

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

Community Engagement

The purpose of this report is to inform.

Attachments

1. Business Paper Report on Occupation of the Mezzanine Level of the Coonabarabran Sport and Recreation Building and Resolution 164/2021 on Occupation of the Mezzanine Level of the Coonabarabran Sport and Recreation Building.

RECOMMENDATION

That Council notes the information contained within the report on the Licence Agreement between Council and Coonabarabran Amateur Boxing Association's fee structure, its establishment, and associated costs related to the Agreement.

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Item 18 Licence Agreement – Mezzanine Level of the Coonabarabran Sport and Recreation Building

Division:	Technical Services
Management Area:	Urban Services and Facilities
Author:	Manager Urban Services and Facilities – Julie Henny
CSP Key Focus Area:	Supporting Community Life
Priority:	SC3 A healthy and active community is supported by sport and recreational infrastructure

Reason for Report

To update Council on the public exhibition of a proposed licence agreement between Council and the Coonabarabran Amateur Boxing Association (the Association) for use of the mezzanine level of the Coonabarabran Sport and Recreation Building.

Background

Council at its meeting on 15 August 2024 resolved the following:

48/2425 RESOLVED that Council:

1. *Advertises proposed Licence Agreement between Council and Coonabarabran Amateur Boxing Association for 28 days.*
2. *Receives a report on submissions received on the proposed Licence Agreement between Council and Coonabarabran Amateur Boxing Association.*

The proposed Licence Agreement between Council and Coonabarabran Amateur Boxing Association was advertised for 28 days and the public exhibition ended 30 September 2024.

Issues

Council received sixty-two written submissions. Fifty-nine were supportive of the proposed Licence Agreement. However, three believed the mezzanine level of the Coonabarabran Sport and Recreation Building should be shared with other community groups or community members. The Licence Agreement allows sub-licensing of parts of the facility with Council's consent. This can be used to enable other groups or community members to access and/or share the facility.

Financial Considerations

Rental income of \$2,400 per annum is proposed. This will be subject to annual CPI increases.

Risk Considerations

This report involves operational level risks that fall within Council's risk appetite.

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Community Engagement

The purpose of this report is to inform.

Attachments

1. Redacted supportive written submissions.
2. Redacted shared users written submissions.
3. Proposed Licence Agreement between Council and Coonabarabran Amateur Boxing Association

RECOMMENDATION

That Council:

1. Enters into a Licence Agreement between Council and Coonabarabran Amateur Boxing Association for use of the mezzanine level of the Coonabarabran Sport and Recreation Building;
2. Notifies all persons who made a submission of the outcome.

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Item 19 Kenebri Proposed Lease at 1865 Kenebri Road, Kenebri NSW 2396

Division:	Technical Services
Management Area:	Urban Services and Facilities
Author:	Manager Urban Services and Facilities – Julie Henny
CSP Key Focus Area:	Supporting Community Life Civic leadership
Priority:	SC4.1 Partner with key stakeholders to ensure the long-term provision and retention of high-quality services.

Reason for Report

To present a potential Lease opportunity for a telecommunications facility proposed to be located on Council land at 1865 Kenebri Road, Kenebri.

Background

During 2023 Council was approached by Amplitel Pty Ltd aiming to secure a Lease for a telecommunications facility comprising of a telecommunications mast (monopole) and ancillary equipment at 1865 Kenebri Road, Kenebri.

The BMM Group Pty Ltd is acting for Amplitel and if constructed the facility will provide improved mobile phone and data coverage to the area.

Issues

The site:

1865 Kenebri Road is legally described as Lot 47 in DP 750294 and is classified as Community Land and categorised as Sportsground under *Section 36 of the Local Government Act 1993*. The land is zoned RU5 (Village Zone). The allotment is regular in shape, generally level with an area of 4.148Ha. The site has street frontage to Gwabegar Road, Kenebri. The south eastern part of the block has scattered vegetation.

The use:

Amplitel proposes to erect a 30m monopole (Attachment 2) with associated equipment shelter at ground level. The lease area will be fenced for security into a 10m x 12m compound location shown in Figure 1.

Power will be drawn from a power pole situated on Gwabegar Road and run underground to the compound. Amplitel will engage with the relevant authorities for approvals and works in order to deliver the project. All costs will be borne by BMM Group. Amplitel will require ongoing access to the site in order to carry out maintenance and management of the facility.

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Figure 1 Proposed monopole location.

The proposal:

Amplitel's proposed Initial Terms Agreement for the proposed Lease at 1865 Kenebri Road, Kenebri are included in Attachment 1. The term of the proposed lease is four terms of five years each. Amplitel Pty Ltd agrees to pay Council's legal costs for the preparation, negotiation, and execution of the Lease to an amount not exceeding \$1,000 plus GST and Council will receive rental income of \$6,000 per annum plus GST with annual 2% increases.

Entering into the proposal is subject to:

- Formal approval by Amplitel Pty Limited delegate
- Approval by Amplitel Pty Limited financial delegate
- Statutory Local Planning or other relevant authority Approval to enter the Lease/Licence and construct the Facility
- Council's approval of forthcoming plans

Telecommunications and ancillary facilities are permissible within the zone under the *State Environmental Planning Policy (Transport and Infrastructure) 2021 (TISEPP)*. A Development Application will be required for the telecommunication facility. Community consultation, including with properties neighbouring on the site will be the responsibility of the proponent as part of the development application process.

The land is included in the Warrumbungle Shire Council Plan of Management for Community Land 2016. It is categorised as Sportsground and Council can grant leases and licences subject to certain conditions. *Section 46 of the Local Government Act 1993* states that a lease, licence or other estate in respect of community land may be granted for the provision of public utilities and works

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associated with or ancillary to public utilities. The land is utilised by the Kenebri Cricket Club on up to two occasions per year. The land was previously under a Grazing Agreement. However, in the most recent Expression of Interest no responses were received in relation to Lot 47 in DP 750294.

Options

Council may wish to place the Initial Terms Agreement for proposed lease at 1865 Kenebri Road, Kenebri NSW 2396 on Public Exhibition for at least 28-Days.

Council may also wish to deny the request for the Initial Terms Agreement for proposed lease at 1865 Kenebri Road, Kenebri NSW 2396.

Financial Considerations

Rental income of \$6,000 plus GST including all outgoings per annum is proposed. This will be subject to annual 2% increases.

Risk Considerations

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

Community Engagement Considerations

Staff have made several attempts to contact the Kenebri Cricket Club about the proposal.

The purpose of this report is to inform and consult. The proposal will be advertised publicly for 28 days.

Attachments

1. Initial Terms Agreement for proposed lease at 1865 Kenebri Road, Kenebri NSW 2396.
2. Site Plans.

RECOMMENDATION

That Council:

1. Advertises the Initial Terms Agreement for proposed lease at 1865 Kenebri Road, Kenebri NSW 2396 for a period not less than 28 days.
2. Receives a report on submissions received on the Initial Terms Agreement for proposed lease at 1865 Kenebri Road, Kenebri NSW 2396.

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Item 20 Natural Disaster Response and Recovery Monthly Report

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

Reason for Report

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

Background

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

'150/2223 RESOLVED that:

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

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

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

As previously reported to Council, as at 21 November 2022, in addition to the emergency works claim, nine works packages to the value of \$12,767,871 were submitted for restoration works. The submissions have been assessed and adjusted with \$10,568,493 being approved including emergency and immediate restoration (emergent) for the November 2021 AGRN 987 event.

The November 2021 AGRN 987 natural disaster event upper limit has been finalised at \$9,842,923 for essential public asset restoration works and a payment of \$725,570 has been received from TfNSW for the emergent works.

As at 30 October 2024, there are 1,701 defects approved for funding for the November 2021 AGRN 987 event. There will be no restoration defects for the August 2022 AGRN 1030 event as this claim will be emergent works only.

The September 2022 AGRN 1034 current estimate is \$21,001,486. There were 1,529 existing defects identified due to the Natural Disaster of September 2022. Upon enquiring with TfNSW as to the delay on the assessment of AGRN 1034 works packages, it was highlighted that the process they use to evaluate the defects were different to those used by Council's consultants. The consultants are no longer working for Council and Council has undertaken to resubmit AGRN 1034 to TfNSW by 15 December 2024 based on TfNSW feedback and discussions.

There is an emergent work claim expected for September 2022 AGRN 1034, estimated at around \$400,000.

To date, the amount of \$10,582,454 has been approved for restoration and works are being carried out. TfNSW has been invoiced for \$1,235,234 for AGRN 987 and payments of \$725,570 and \$509,664 have been received for emergent works and restoration works respectively. Invoices for emergent work claims totalling \$819,249 for AGRN 1034 and \$692,819 for AGRN 1030 have been submitted and one payment of \$85,750 has been received for AGRN 1034.

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Asset Type	Approved	Queried	Submitted	Grand Total
Road – bridge / structure	\$71,737			\$71,737
Road – culvert / floodway	\$59,798			\$59,798
Road – sealed	\$1,992,529			\$1,992,529
Road – unsealed – formed	\$7,701,024			\$7,701,024
Road – unsealed – unformed	\$10,916			\$10,916
Stormwater Infrastructure	\$6,919			\$6,919
Emergent Works	\$725,570			\$725,570
AGRN 987	\$10,568,493	\$0	\$0	\$10,568,493
Road – bridge / structure			\$1,236,880	\$1,236,880
Road – culvert / floodway			\$7,426,006	\$7,426,006
Road – sealed			\$6,737,061	\$6,737,061
Road – unsealed – formed	\$13,961		\$4,744,777	\$4,758,738
Road - footpath			\$23,550	\$23,550
Emergent Works	\$85,750		\$733,501	\$819,251
AGRN 1034	\$99,711	\$0	\$20,901,775	\$21,001,486
Emergent Works			\$692,819	\$692,819
AGRN 1030			\$692,819	\$692,819
Grand Total	\$10,668,204	\$0	\$21,594,594	\$32,262,798

- Approved refers to defects that have been assessed by TfNSW and the upper funding limit has been set.
- Queried refers to defects that have been submitted and TfNSW is asking for additional information.
- Submitted refers to defects that have been submitted to TfNSW and are currently being assessed.

Note:

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

Expenditure to 30 October 2024 for AGRN 987,1030 and 1034 is \$11,551,327 and includes emergent and full restoration works.

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

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Dandry Road	Angus Road
Tillie Willie Road	Maranoa Road
Tothills Road	Mt Hope Road
Narra Newell Road	Wingabutta Road
Goorianawa Road	Caigan Road
Pinaroo Road	Sleightholmes Road
Binnia Hills Road	Guinema Road
Greens Road	Blackburns Road
Pinegrove Road	Round Mountain Road
Leaders Road	Stony Point Road

Tendered works in the North of Oxley (Goolhi and Surrounds) have continued this month on Yaminbah Road, Apricot Lane and Reddens Road. Hynds Road is complete while work is still ongoing on several roads including Jerry's Lane, Rayak Road, Balmoral Road, Albert Wright Road, Vella Road, McEvoy's Road, Booloola Road, Keeches Road, Bellings Road, Schumacks Road, Bakers Lane, Ameys Road and Goolhi Road. Additionally, 90% of the work on Quaker Tommy Road, Apricot Lane and Reddens Roads is complete. Prugger Group is on track to complete the works end of January 2025 as per the works program.

Council has engaged contractors, Rollers Australia and Rigour Excavations, under the Casual Plant Hire Contract to supply unsealed road maintenance crews and/or equipment to assist with the Natural Disaster Restoration Works. Both contractors have been with Council since August 2023.

In addition to the contractors and tenders, Council teams have been mobilised to complete AGRN 987 works as a means to expedite the works. Additional plant has been hired, staff are working additional hours and/or up to six days per week. Expenditure is currently sitting at 88%. An Extension of Time (EOT) up to 30 March 2025 has been approved by TfNSW. In light of the large amount of funding to be spent staff are exploring options on delivery of the works including packaging works, engaging more contractors/casual staff and hiring more plant and equipment.

Council Road Teams are also completing works on Black Stump Way including rehabilitation and drainage improvements. Baradine Road heavy patching is underway and RMCC heavy patching works have started on the Golden Highway.

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

'113/2223 RESOLVED that Council:

1. *Endorses the Natural Disaster Recovery approach for the restoration of the Shire's road network with road priorities as:*
 - *Priority 1 – Regional Roads*
 - *Priority 2 – Local Arterial Roads*
 - *Priority 3 – Local Distributor Roads*
 - *Priority 4 – Local Collector Roads*

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- *Priority 5 – Local Access Roads.*
2. *Endorses that lower priority roads may be considered to be brought forward in the program if it is more practical or cost effective to deliver the works along with a higher priority road.*
 3. *Notes that all restoration works associated with the November 2021 natural disaster must be completed by 30 June 2024.'*

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

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

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

New works and projects were submitted to TfNSW for approval on the April 2024 deadline. RLRRP funds must be spent by 31 October 2027 and TfNSW have been advised that minimal works will be completed under this program during 2023/24 and 2024/25 as Council's focus is on Natural Disaster Response and Recovery works.

Local Government Recovery Grants

The purpose of Local Government Recovery Grants is to support the emerging relief and recovery needs within impacted communities and contribute to building disaster resilience and reducing the impact of future disaster events. Submissions for the projects listed below were lodged on 13 October 2023.

On 23 July 2024 the Office of Local Government (OLG) notified Council that the Program of Works had been approved. Works at Coolah Sewer Treatment Plant and the rising main at Saleyards Creek are complete. All other works are in the planning phase.

Name	Funds Approved
Coolah Rising Main – Coolaburragundy River Crossing	\$200,000
Coolah Rising Main – Saleyards Creek Crossing	\$45,000
Fixed Road Closure Barriers	\$100,000
Neible Siding Box Culvert	\$500,000
Coolah Sewer Treatment Plant (STP) Fencing Upgrade	\$105,000
Coonabarabran Swimming Pool Complex Flood Mitigation	\$50,000
TOTAL	\$1,000,000

Issues

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

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At the time of writing this report, 4 locations have been reported to NSW Live Traffic as having partial road closed or changed road conditions.

Road	Suburb	Other Information
Neible Siding Road	Weetaliba	There is an unsafe level of water on this causeway.
Sandy Creek Road	Dunedoo	Causeway severely damaged in the 2021 & 2022 Natural Disaster Events.
Cumbil Road	Baradine	Causeway has been severely damaged by 2021 & 2022 Natural Disaster Events. A section of the causeway and the road approach on the eastern side has been washed away. There is no access across the causeway.
Pandora Pass Road	Coolah	Causeway was severely damaged in the 2021 & 2022 Natural Disaster Events.

Options

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

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

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

Financial Considerations

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

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

Council is delivering several projects using grant funding to return the road network to pre-disaster condition and to address other unfunded road maintenance issues. The following table provides the financial status of these projects as at 30 October 2024.

Project	Funding	Submitted	Expenditure	Percentage Spent	Construction Completion Date
1. Natural Disaster AGRN 987	\$10,568,493		\$9,256,743	88%	30/03/2025
2. Natural Disaster AGRN 1034		\$21,001,486	\$1,601,765*	8%	30/06/2025
3. Natural Disaster AGRN 1030		\$692,819	\$692,819	100%	30/06/2025
4. Regional and Local Roads Repair Program	\$11,026,759		\$2,101,730	19%	31/10/2027

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Project	Funding	Submitted	Expenditure	Percentage Spent	Construction Completion Date
5. Local Government Recovery Grants	\$1,000,000		\$127,818	13%	30/06/2025

Notes

Some of the emergent works under AGRN 1034 have been undertaken due to the level of risk to the community. These works are being reviewed by TfNSW and are expected to be approved.

Risk Considerations

There are operational, project and financial risks associated with the projects outlined within the report. Operational risks are low but are being managed via procurement of additional resources such as staff, plant and equipment to ensure works are completed on time and within budget. Financial and project risks are moderate and Council's risk appetite is "averse to accept". The risks are managed and mitigated through regular risk assessments, recording of information on risk registers, and adhering to funding deed requirements, as well as Council's adopted policies and procedures.

Community Engagement Considerations

The level of community engagement is to inform.

Attachments

Nil.

RECOMMENDATION

That Council note the Natural Disaster Response and Recovery Monthly Report for October 2024.

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Item 21 Timor Dam Audit Report

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

Reason for report

To update Council on the outcome of the audit completed by Dams Safety NSW (DSNSW) on Timor Dam on 15 May 2024.

Background

Timor Dam, which is the primary water supply for Coonabarabran is an 1,140 ML water storage that dams the Castlereagh River. The dam contains two different dam walls, an earth embankment dam and concrete arch dam and was constructed in 1962.

A declared dam is a dam that can potentially endanger life downstream, cause major damage or loss to infrastructure, the environment or have major health and social impacts in the event of a failure. Timor Dam is an established declared dam and thus Council is required to comply with dam safety legislation inclusive of the *Dams Safety Act 2015* and *Dam Safety Regulation 2019* in the management of the asset. Compliance with legislation by declared dam owners is regulated by Dams Safety NSW (DSNSW).

Legislation relevant to declared dams, calls for the dam owners to establish management of dams from risk-based perspective. As such the regulatory activities and frequency of activities associated with declared dams are implemented in accordance with the consequence of failure of a declared dam. Consequence categories are assigned to each declared dam and require extensive studies to be completed in order to determine a consequence category. Consequence categories are assigned by specialist dams safety engineers following a legislated qualitative engineering process. The results of the assessment are then reviewed and endorsed by DSNSW.

Consequence categories are scaled based on the impact to human life, the environment and infrastructure downstream of the dam in the event of a failure. Consequence categories are based on a two (2) tier system in which two (2) different failure scenarios are considered. These are Sunny Day Consequence Category (SDCC) and Flood Consequence Category (FCC). A SDCC is based on failure at a time when flows in the stream of the dam are normal, ie not in flood. An FCC is based on failure during flood conditions.

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Consequence categories are based on severity of damage, potential loss of life and population at risk during each possible dam break scenario. Consequence categories are ranked below from lowest to most severe:

1. Very Low;
2. Low;
3. Significant;
4. High C;
5. High B;
6. High A;
7. Extreme.

Timor Dam has the following consequence categories associated with failure of the dam:

- Sunny Day Consequence Category – Significant;
- Flood Consequence Category – High A.

Issues

As a declared dam owner, it is the responsibility of Council to comply with the legislative requirements of the *Dams Safety Act 2015* and *Dam Safety Regulation 2019*. Compliance with legislation includes as an overview the following activities:

- Development and implementation of an Operations and Maintenance Plan;
- Development of a surveillance report by a competent dam safety engineer on a five (5) yearly basis;
- Regular monitoring via various methods;
- Asset management;
- Development of emergency plans and regularly exercising emergency scenarios with relevant stakeholders;
- Development and review of risk management documentation on a five (5) yearly basis;
- Development and implementation of a Dam Safety Management System (DSMS).

The above provides a summary of the required effort for the management of Timor Dam and compliance with legislation. The purpose of compliance with legislation is for the effective implementation of risk management principles in the operation of Timor Dam.

On 15 May 2024, Council was the subject of a targeted audit conducted by DSNSW to assess compliance the *Dams Safety Act 2015* and *Dam Safety Regulation 2019*. The scope of the audit included the following:

- Dam operation and maintenance and related processes;
- Dam Emergency preparedness process as an integrated part of the emergency planning process;
- Dam Safety management process and related risk management and assurance processes.

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An audit report was issued to Council on 9 October 2024. The audit report only dealt with issues identified. Table 1 provides an overview of the audit finding outcomes.

Table 1: Audit Findings Summary

Status	Explanation	Number of Issues Raised
Note	Comment about a potential issue (or future intention) not able to be classified as an audit finding due to timing and/or information unavailability.	2
Recommendation	A recommendation relating to an observed practice, absence hereof or weakness in a practice / management system requirement, compliance obligation or implementation thereof.	1
Non-compliance	The intent of one or more specific requirements of a legislative condition / obligation / system requirement has not been met, based on insufficient objective evidence to demonstrate required outcomes or deliverables or implementation.	14

The complete audit report is attached to this report as Attachment 1.

As per Table 1, DSNSW found fourteen (14) non-compliances against Council. These non-compliances include the following:

- Deficiencies associated with existing documentation;
- Council has not yet finalised the construction of infrastructure items that were required to be implemented as per recommendations from the last surveillance report. A report was presented to Council on this matter at 2021 November Ordinary Council Meeting as Item 24. These works are being progressively completed and are programmed for completion in 2028;
- Council has not conducted a practical emergency exercise;
- Council has not developed and implemented a Dam Safety Management System (DSMS).

Most of the above non-compliances have been requested to be addressed by January 2025. Council staff will communicate with DSNSW and prepare detailed plans to close out all non-compliances identified in the audit. At this stage it is planned to address all non-compliances utilising existing staff resources.

Options

This report is presented for Council's information.

Financial Considerations

As discussed above all non-compliances will be completed by staff in-house. At this stage, further assistance from a consultant is likely not to be required and therefore current operational budgets will be sufficient to address the non-compliances.

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Risk Considerations

This report involves operational risk. The risk has been assessed as low and falls within Council's adopted risk appetite.

Community Engagement

The level of engagement is to 'Inform' based on a Low-Low Scale and Impact rating.

Attachments

1. DSNSW Timor Dam Audit Report
2. Item 24 Timor Dam – Dams Safety Upgrade Requirements Report from November 2021 Ordinary Council meeting.

RECOMMENDATION

That Council notes the Timor Dam Audit Report.

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Item 22 Drinking Water Management System Improvement Plan Implementation – November 2024 Update Report

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

Reason for report

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

Background

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

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

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

- Item 11 of the April 2020 Business Paper
- Item 21 of the August 2020 Business Paper
- Item 18 of the December 2020 Business Paper
- Item 17 of the April 2021 Business Paper
- Item 14 of the August 2021 Business Paper
- Item 18 of the March 2022 Business Paper
- Item 14 of the July 2022 Business Paper
- Item 28 of the December 2022 Business Paper
- Item 13 of the May 2023 Business Paper
- Item 18 of the August 2023 Business Paper
- Item 19 of the December 2023 Business Paper
- Item 17 of the March 2024 Business Paper
- Item 21 of the June 2024 Business Paper

Issues

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

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At the time of the June 2024 update report, 332 items have been closed, completed or implemented.

Meanwhile currently, 334 items have been closed or completed with 24 outstanding/in progress, out of the new total of 358 items; a summary table is presented below. The current Improvement Plan is included as Attachment 1.

Priority	Status					Total	To do per priority in percent out of total
	Closed*	Complete	Implemented**	In progress	Not started		
Very High	12	23	1	1		37	10.34%
High	60	69	20	11		160	44.69%
Medium	65	40	24	8		137	38.27%
Low	12	6	2	4		24	6.70%
Sum	149	138	47	24	0	358	100%

There are currently 24 outstanding 'In-Progress' items out of the total of 358 items which are being addressed as resources allow.

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

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

A number of key recommendations that are in progress include:

- Identification of high-risk areas for backflow prevention;
- Implement a proactive main flushing program in Mendooran. This is planned to be addressed under the proposed Safe and Secure Water Programme funded project for upgrades to the Mendooran Water Supply Scheme;
- Development of a Drinking Water Quality Monitoring Plan;
- Development of a Water Quality Verification Plan;
- Upgrades to the Mendooran Water Treatment Plant inclusive of changing from liquid chlorine dosing system to gas chlorine system, adjusting the dosing location of Potassium Permanganate for improved oxidation of iron and manganese and addressing various WHS issues;
- Reservoir upgrades and bore integrity re-establishment Shire wide.

Options

This report is presented for Council's information.

Financial Considerations

The remaining 24 items requiring to be closed will be completed by staff in-house. At this stage, further assistance from a consultant is likely not to be required.

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

Community Engagement

The level of engagement is to 'Inform' based on a Low-Low Scale and Impact Rating.

Attachments

1. DWMS Improvement Plan June 2024

RECOMMENDATION

That Council notes the Drinking Water Management System Improvement Plan Implementation – November 2024 Update Report.

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Item 23 Local Heritage Funding Grant Program

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

Reason for Report

During September 2024, Warrumbungle Shire Council advertised for applications for Council's Local Heritage Funding Grants Program Round 2. The grants provide financial assistance for conservation and restoration work on heritage buildings, heritage places and heritage items. It is recommended that the grants be allocated from the fund as per the recommendations provided by Council's Heritage Adviser.

Background

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

During Round 1 of the Small Heritage Grant Program 2023-2025, Council managed the fund in accordance with the requirements of Department of Planning and Environment (Heritage NSW) on a \$ for \$ basis. As a result, Council established a matching budget for its Local Heritage Funding Grants Program of \$5,500 this financial year. Department of Planning and Environment (Heritage NSW), will reimburse up to \$5,500 (excl. GST) for Round 2.

After advertising, six (6) applications for financial assistance were received for works on the following properties:

- Leadville Memorial Hall, Garland Street Leadville
- Coolah Creek Homestead, Coolah Creek Coolah
- Royal Hotel Coonabarabran, 53-57 John Street Coonabarabran
- Binnia Street Heritage Shop, 41-43 Binnia Street Coolah
- Coolah Crafts Building, 37 Binnia Street Coolah
- Ulamambri School, 26 Ulamambri Street Ulamambri

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

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Table 1: Recommendations for Small Heritage Grant

Property	Project No.	Works	Heritage Justification	Cost of Works	Amount Request	Recommend \$ from Fund Pool
Coolah Crafts Building, 37 Binnia Street Coolah	1	Repainting Memorabilia Room	Consider of Heritage Significance	\$4,500	\$1,000	\$1,000
Binnia Street Heritage Shop, 41-43 Binnia Street Coolah	2	Repair and repaint front awning and front facade	Consider of Heritage Significance	\$32,087.88	\$7,381	\$2,000
Coolah Creek Homestead, Coolah Creek Coolah *	3	To repaint eaves around Homestead and garage	Consider of Heritage Significance	\$20,000	\$10,000	\$1,000
Ulamambri School, 26 Ulamambri Street Ulamambri	4	Painting internal walls of main classroom	Consider of Heritage Significance	\$21,400	\$1,400	\$1,400
Leadville Memorial Hall, Garland Street Leadville	5	Repairing the Honor Roll	Consider of Heritage Significance	\$1,540 (quoted)	\$2,000	\$1,000
Royal Hotel Coonabarabran, 53-57 John Street Coonabarabran	6	Contribute to payment of fire protection systems	Consider of Heritage Significance	\$32,615	\$5,000	\$3,000
			TOTAL	\$112,142.88	\$26,781	\$9,400

*Received Small Heritage Grant funding in Round 1 but did not spend the money

Issues

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

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

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

Applicants will be notified in late November 2024 with an offer of funding and the grant conditions and timelines they will need to comply with. Once Council has received acceptance agreements from the applicants, they can then commence the

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work. Projects will need to be completed and receipts for acquittal lodged with Council by 11 April 2024. Payment as per the agreed offer will be made to applicants at the completion of their project, subject to works being inspected and approved by Council's Heritage Adviser.

Options

Given that Council has a budgeted allocation, it would be reasonable to offer the full amount of \$9,400 to assist with heritage work across the LGA for this financial year.

Financial Considerations

Council has an amount of \$11,000 available for its Local Heritage Funding Grants in 2024/2025.

- \$5,500 from Department of Planning and Environment (Heritage NSW)
- \$5,500 in Council's budget for FY 2024/25.

Community Engagement

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

Attachments

Nil

RECOMMENDATION

That Council grant a total of \$9,400 under the Local Heritage Funding Grants Program to undertake heritage repairs and restoration works for the following heritage items:

- | | |
|--|---------|
| • Coolah Crafts Building, 37 Binnia Street Coolah | \$1,000 |
| • Binnia Street Heritage Shop, 41-43 Binnia Street Coolah | \$2,000 |
| • Coolah Creek Homestead, Coolah Creek Coolah | \$1,000 |
| • Ulamambri School, 26 Ulamambri Street Ulamambri | \$1,400 |
| • Leadville Memorial Hall, Garland Street Leadville | \$1,000 |
| • Royal Hotel Coonabarabran, 53-57 John Street Coonabarabran | \$3,000 |

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Item 24 Review of Warrumbungle Waste – Green Waste Collection Costings

Division:	Environment and Development Services
Management Area:	Planning and Regulation
Author:	Director Environment and Development Services – Leeanne Ryan
CSP Key Focus Area:	Caring for the Environment
Priority:	CE5 Effective and efficient waste and recycling services are provided

Reason for Report

The purpose of this report is to address outstanding Council Resolution 371/1920 regarding costing and investigating the provision of green waste collection services across the LGA.

Background

In 2020, Council considered an extensive report that provided a review of waste management and collection arrangements across the LGA.

As a result of the report, there were eight (8) resolutions generated, relating to waste and provision of waste services across the LGA. A copy of the report is provided as Attachment 1.

From the eight (8) resolutions, one (1) resolution remains outstanding and is the subject of this report. The outstanding resolution is as follows:

That Council costs and investigates the provision of a green waste pick up service via 240lt wheelie bins within the townships across the LGA.

Issues

Green waste consists of biodegradable waste and includes things such as grass clippings, shrub and yard clippings, branches, woodchips, bark, wood and weeds.

Green waste is accepted at all Council waste facilities across the LGA, these being Coonabarabran Landfill; and transfer stations in the following localities – Baradine, Binnaway, Coolah, Dunedoo, Mendooran and Ulamambri.

Annual charges for disposal of green waste are as per Council's *Revenue Policy – Fees and Charges* as follows:

- Domestic green waste – No Charge
- Commercial Green Waste (per m³) - \$26.25

These charges apply to all Council waste facilities as listed above (for FY 24/25) and are incurred at the time of disposal.

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Green waste piles at transfer stations and the landfill are problematic due to risk of fires in the summer months. Since 2018, Council has chipped green waste, and blended the product with soil material to use as cover material for current and prior landfill areas.

Composting and sale of the chipped material has not been explored by Council, and is not the subject of this report. Whilst good compost materials can be sold to generate income, there are specific and strict EPA requirements that must be adhered to before it can be produced and sold as a commercial product to the general public.

At present, Council does not provide a kerbside collection service for green waste and local residents transport their own green waste to Council waste facilities for disposal. This practice is time consuming and difficult for some residents. It is also noted that opening hours for transfer stations are not always suitable when residents seek to attend their closest disposal site.

Indicative costs to carry out a green waste collection service would be expected to be similar to those already incurred by Council to provide the general waste collection service across the LGA; this is outlined in Table 1 below.

Table 1: Cost per FY to provide annual general waste collection service.

FY	Salaries & Wages (\$)	Plant Hire (\$)	Other Expenses (\$)	TOTAL (\$)
2024	150,745	323,141	780	474,666
2023	130,043	290,263	411	420,717
2022	133,554	247,139	941	381,634

Further to the above, and as provided in Table 2 below, an additional waste compactor truck would need to be purchased to collect green waste (as the existing compactor trucks are at full utilisation capacity) and additional staff appointed. It would also be necessary to purchase 3,050 240lt bins (to be issued to residents) if a green waste collection is introduced.

Table 2: Additional resources that would be required if green waste collection service introduced by Council.

Resource	Comment	Cost (approx.)
Compactor Truck Plant Hire Charges	Councils existing trucks are at full capacity, an additional truck would be required to deliver the new service. Note: wait time for delivery approx. 10 months.	\$323,141 per annum (based on FY 23/24 Plant costs) – this cost would be added to Plant Hire costs in recurring budget. (CPI increases have not been included, nor have plant hire rate increases)
Additional staff	A new staff position would be required to cover the green waste collection run as existing staff have no spare hours available to carry out an additional collection service	\$69,917 per annum – this cost would be included to Salaries and Wages in recurring budget. (CPI or award increases have not been included)
	TOTAL ANNUAL RECURRING COST APPROX.	\$393,058

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Purchase of bins and bin lids	Approx. 3,050 new light green bins will need to be purchased for the new collection service and issued to residents. Each bin costs approximately \$60; delivery costs also need to be included.	\$200,000 (one off cost)
-------------------------------	--	-----------------------------

With the indicative additional costs of \$393,058 and annual operational costs of \$474,666 (from FY 23/24) to run the collection service, it is expected the costs to deliver a kerbside green waste collection service would be in the vicinity of \$867,724. If all domestic residents utilised the service, under the users pays system, this would see an additional increase in waste charges per year of approximately \$284 per ratepayer. This FY Council's annual waste charges are as per the following Table 3:

Table 3: FY 24/25 Waste Services Charges for Domestic and Non-domestic

Description of Waste Service	No. of services	FY 24/25 Service Charge (\$)
Base charge – Waste management charge on all rateable properties	6,079	130
Domestic waste – kerbside collection (incl. rural run). (Includes separate recycling collection at no additional cost)	3,050	425
Non-domestic kerbside waste collection	759	425
Non-domestic recycling charge 240L	12	123
Non-domestic recycling charge 360L	23	157

With introduction of a green waste kerbside collection service to domestic waste users (3,050 users), it would be expected that the annual service charge would increase to approximately \$709 per service, up from \$425.

In the event a green waste collection service was made available to non-domestic users (759 users) as well, it would be expected that the annual service charge across all users (domestic (759 users) and non-domestic (3,050 users) combined (total = 3,809 users)) would see an increase of approximately \$228 per user. This means the annual service charge would increase to approximately \$653 per service, up from \$425.

In the event, Council provided the green waste service as an opt in or out arrangement it would be difficult to predict the number of domestic users who would utilise the service. The calculations for this report have been based on the scenario where all domestic users would utilise the service. Whilst the user numbers may vary, it remains necessary for Council to implement the costs outlined in Table 2, as additional resources will be required to deliver the service if Council chooses to proceed with introduction of a green waste collection service.

If non-domestic users are included in the new green waste collection, additional bin purchase costs would also need to be included within Table 2 because at present it reflects only the purchase price of new bins for domestic users; if non-domestic users utilise the green waste collection service (which would see an additional 759 bins purchased) an additional \$45,540 would be incurred and requiring inclusion in the Table 2 estimations.

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Options

This report addresses Council Resolution 371/1920 regarding costing and investigating the provision of green waste collection services across the LGA. The above information and estimates are indications only of potential costs if Council were to incur the new service.

The requirement to purchase additional plant and equipment and engage more staff would see the annual waste service charge increase for ratepayers across the LGA.

Collection of green waste is not a mandatory requirement, however some movement to mandate FOGO (food organics and garden organics) collections (by State government) is under consideration in NSW at the present time. It is unknown if rural areas will be included; and a further report can be generated for Council when this is known.

In some instances, residents may choose to deliberately dispose of general waste and other products in their green waste bin. This would lead to contamination of the waste stream and create difficulties for Council in keeping the green waste piles clean in readiness for mulching each year.

The lack of a green waste collection service has been raised with Council on some occasions by residents, particularly the elderly, and those without trailers and sufficient means to transport green waste to waste facilities.

If Council does not include a new collection service for green waste, the status quo arrangement continues whereby residents transport their own green waste to waste facilities.

Financial Considerations

The above information included in the Issues section of this report provides estimates of indicative costs to introduce a green waste collection service across the LGA.

The inclusion of a new collection service for domestic users would see annual user charges increase as a minimum of at least \$284.

If non-domestic users were also included, this would see the costs shared by both domestic and non-domestic, with the minimum increase being in the vicinity of \$228 per annum.

The estimated large increase to provide the collection service is due to the need to purchase additional equipment and engage additional staff to undertake the collection service. There will also be a need for new bins to be purchased with costs estimated to be between \$200,000 - \$245,540 (this one off cost has not been included in the above discussed estimated annual user charges).

Risk Considerations

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

Community Engagement

The level of engagement for this report is to Inform.

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Attachments

1. Council report from 2020 – Review of Warrumbungle Waste

RECOMMENDATION

That the Review of Warrumbungle Waste – Green Waste Collection Costings Report be noted for information.

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Item 25 Central-West Orana Renewable Energy Zone Report – October 2024

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

Reason for Report

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

Background

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

The following broad points relate to the REZ project:

- It is the State's first renewable energy zone, and covers approximately 20,000 square kilometres.
- Incorporates parts of three LGA's being Warrumbungle, Dubbo and Mid-Western.
- The REZ is proposed to unlock 4.5 gigawatts (GW) of new network capacity by mid 2020's (through solar, wind and storage projects) and up to 6GW by 2038.
- Expected to bring up to \$5 billion in private investment to the Central-West Orana region by 2030.
- At its peak, the REZ is expected to support around 6,000 construction jobs in the region, however this could be as high as 8,000.
- Was selected by State Government following a detailed geospatial mapping exercise undertaken by NSW Government in 2018.
- Formally declared by the Minister for Energy and Environment under section 19(1) of the *Electricity Infrastructure Investment Act 2020* and published in the NSW Gazette on 5 November 2021.
- EnergyCo is the Infrastructure Planner responsible for coordinating and leading the development of the REZ.
- In the future, the Minister may amend the declaration to expand the specified geographical area of the REZ, increase the intended network capacity, specify additional generation, storage and network infrastructure, provide further details and specifications or correct a minor error.
- There are 4 other REZ's in NSW being located in New England, South-West, Hunter Central and Illawarra.

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- The REZ will be supported by a large transmission line that has NSW Government approval, but is yet to be constructed; EnergyCo have carriage of delivering this infrastructure.
- The REZ (and surrounds) will host 40+ projects being wind farms, solar farms and battery storage projects, with eleven (11) preferred projects in Stage 1 (pending approval from DPHI) being partially or totally located in Warrumbungle LGA.
- More information on the REZ can be found on the Central-West Orana REZ website, and also on Council's website.

The below map shows the location of the REZ.



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

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

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

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

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Issues

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

- Updated Council's website with latest submissions (relating to the REZ).
- Met with EnergyCo to discuss management plans on 14 October 2024.
- Participated in Council REZ catch-up with other REZ Councils on 26 September 2024, 24 October 2024 and 7 November 2024.
- Participated in EnergyCo/ACERESZ/WSC PCG Meeting on 14 October 2024 and 7 November 2024.
- Attended introduction for Councillors by EnergyCo and ACERESZ prior to the October Council meeting held 17 October 2024.
- Participated in monthly catchup with EnergyCo on 21 October 2024.
- Met with Valley of the Winds Wind Farm on 22 October 2024 to discuss proposed schedule of road upgrades.
- Participated in Central West Orana REZ roundtable discussion on 23 October 2024 hosted by DPHI that focused on attempting to address cumulative impacts.
- Attended a meeting on 30 October 2024 to discuss Dunedoo Solar Farm.
- Participated in a meeting with Pacific Partnerships to discuss proposed Cobbora Solar Farm and BESS on 30 October 2024.
- Met with ACERESZ/EnergyCo on 31 October 2024 to discuss Merotherie Road proposed upgrades and designs.
- Participated in Transport Project Group Meeting on 5 November 2024 to discuss REZ logistics and transport cumulative impacts.
- Provided comments on the Draft NSW 2030 Renewable Energy Workforce Plan ('Workforce Plan') (submission attached).
- Prepared and provided comments on CWO REZ B31 Merotherie Transport Strategy (submission attached).
- Prepared and lodged a submission in response to the CWO REZ Traffic and Transport Management Plan (submission attached).
- Submitted the third quarter EnergyCo \$250,000 funding for period 1 July 2024 to 30 September 2024.
- Provided feedback on the proposed Valley of the Winds Wind Farm draft Conditions of Consent.

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

Table 1: Major Projects that impact WSC

Major Project	LGA	Description	Status (stage)
Liverpool Range Quarry	Upper Hunter	Hard rock quarry, extract, process, transport up to 700,000tpa of hard rock material for Liverpool Range Wind Farm	Exhibition – submissions close 18 November 2024
Sandy Creek Solar Farm	Warrumbungle and	750 MW solar farm and assoc. infrastructure	Response to Submissions

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	Dubbo		
Dapper Solar Farm	Warrumbungle and Dubbo	300 MW solar farm and assoc. infrastructure	Preparing EIS
Spicers Creek Wind Farm	Warrumbungle and Dubbo	Wind energy generation project with up to 117 wind turbines, with energy storage and associated infrastructure	Determination – Approved on 31 October 2024
Cobbora Solar Farm	Warrumbungle and Dubbo	700 MW solar farm with energy storage and assoc. infrastructure	Preparing EIS
Central-West Orana REZ Transmission Line	Warrumbungle, Mid-Western, Dubbo, Upper Hunter	New twin double circuit 500Kv transmission lines between Wollar and the proposed substations at Methootherie and Elong Elong, and connections from these lines to projects in the REZ	Determination – Approved on 26 June 2024. Modification Application 1 – Approved on 14 October 2024.
Orana Wind Farm	Warrumbungle and Mid-Western	Wind farm with up to 92 wind turbines, battery storage and associated infrastructure	Preparing EIS
Barneys Reef Wind Farm	Mid -Western	441 MW wind farm, including 63 turbines (280m), battery storage and assoc. infrastructure	Withdrawn
Birriwa Solar Farm	Mid-Western and Warrumbungle	600 MW solar farm, energy storage facility and assoc. infrastructure	Determination – Approved on 16 August 2024
Tallawang Solar Farm	Mid-Western	500 MW solar farm with 200 MW battery energy storage system and assoc. infrastructure	Assessment
Liverpool Range Wind Farm Modification 1	Warrumbungle, Upper Hunter and Mid-Western	Increase maximum tip height to 215m, decrease number of turbines to 185, amend infrastructure, transport route and increase native veg clearing limits	Determination – Approved on 23 October 2024
Valley of the Winds Wind Farm	Warrumbungle	Construct and operate wind farm up to 131 turbines, energy storage and assoc. infrastructure	Assessment
Narragamba Solar Farm	Mid-Western and Warrumbungle	320MW solar farm including associated infrastructure	Preparing EIS
Avonside Solar Farm	Warrumbungle	180MW Solar Farm and 400MW capacity Battery Energy Storage System with 400MWh storage	Preparing EIS
Dunedoo Solar Farm	Warrumbungle	55MW Solar Farm with energy storage and associated infrastructure	Determination – Approved on 2 September 2021

Considerable staff resources will be required to review the documents that are yet to be publicly exhibited such as the EIS's (that are currently under preparation), Response to Submissions documents, Amendments to Modification reports, and provide feedback on draft Conditions of Consent. It is expected that there are also

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some projects not listed in Table 1 that may not have yet started the State Significant Development (SSD) application process.

With a number of projects now starting to enter the Determination (Approval) phase, Council will need to reallocate resources to provide comments on Management Plans, Strategy Documents and Road Design Packages that are required for each approved project as part of the Conditions of Consent and under the EnergyCo Third Party Agreement. For example, the CWOREZ Transmission Line will have at least seven (7) or eight (8) Management Plans that will need to be reviewed by Council prior to construction commencing. EnergyCo has stipulated that Council will be provided ten (10) business days to respond to each of these Plans, under the Conditions of Consent; and fifteen (15) days to respond to Transport Strategies and Road Design Packages under the Third Party Agreement. In the event that Council does not meet the required timeframes (i.e. ten (10) days), it will be deemed by EnergyCo that Council is not interested in making a submission and Council will forfeit the right to make comment.

Council staff are struggling at the present time to respond to the many requests for document reviews and provide input due to lack of resourcing.

Options

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

Financial Considerations

Staff time to attend meetings and prepare written submissions is required to be factored in. At the time of writing report Council has expended \$680,905.83 on matters relating to the REZ. This consists of the following expenditure incurred from the 1 September 2022 to 31 October 2024.

- Staff costs = \$87,523.65
- Contractors = \$593,382.18 (Inc GST)

Total Expenditure = \$680,905.83

Council received \$250,000.00 (Incl GST) in EnergyCo funding in May 2023 to assist with REZ related matters.

Council recently received the second-year payment of \$250,000 (Exc GST) from EnergyCo to assist address REZ related matters. Payment was received on 22 July 2024.

Risk Considerations

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

Community Engagement

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

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Attachments

1. Draft NSW 2030 Renewable Energy Workforce Plan ('Workforce Plan').
2. Submission in response to the CWO REZ Traffic and Transport Management Plan.
3. Submission in response to the CWO REZ B31 Merotherie Transport Strategy.

RECOMMENDATION

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

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Item 26 Development Approvals

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

Development Applications

(i) Approved – October 2024

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type of Development	Referral Days	Stop the Clock Days
DA9/2024	24/04/2024	02/10/2024	Amy Myott	95-97 Digilah Street	Dunedoo	Shed	20	0
CD11/2024	24/10/2024	24/10/2024	Dubbo City Carpentry	39 Yarrow Street	Dunedoo	Shed	0	0
DA24/2024	24/07/2024	22/10/2024	NBN Co Limited	120 Baradine Road	Baradine	Telecommunication Tower	10 #	0
DA25/2024	01/08/2024	10/10/2024	Taylor Made Buildings	12 Bourke and Halls South Road	Binnaway	Dual Occupancy	7	0
DA26/2024	06/08/2024	23/10/2024	Shannon Davis	11 Birriwa Street	Cobborah	Dwelling	26	0
CD10/2024	04/10/2024	04/10/2024	David and Toni Foster	85 Eagleview Road	Coonabarabran	Shed	0	0
CD122024	10/10/2024	10/10/2024	Margaret and Ian Ball	36 Barker Street	Coonabarabran	Demolition	0	0

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

Department of Planning Housing and Infrastructure

WARRUMBUNGL E SHIRE COUNCIL

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RECOMMENDATION

That Council notes the Applications and Certificates approved during October 2024, under Delegated Authority.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 21 November 2024

Item 27 Notice of Motion – To Apply for a Heritage Grant

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

That Warrumbungle Shire Council tries to get a heritage grant to widen the footpaths in front of all verandah posts in the Warrumbungle Shire.

The need of a wider footpath similar to Dalgarno Street be constructed to save these buildings verandahs become something of the past. It would be a shame to lose these heritage structures forever. It is a great danger to the safety of the public and the buildings, if vehicles keep backing into the posts. It may be necessary to reduce the width of the vehicle backing into space to 5 metres, not the normal 6 metres in some locations but not all.

**DENIS TODD
COUNCILLOR**

General Managers Comment:

Council would need to carry out an audit of all buildings with verandas affected, or potentially impacted by vehicles within the local government area. A further report in 2025 would be required to assess the amount of funding required.

WARRUMBUNGLE SHIRE COUNCIL

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Item 28 Notice of Motion – All Mobile Phones Banned at Council Meetings

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

That Warrumbungle Shire Council all mobile phones are banned at Council meetings.

All mobile phones to be banned at future council meetings with the exception that the only person to have a mobile is the General Manager. All phones that are brought to the meeting are to be turned off and given to the General Manager; to be returned after the meeting is over

**DENIS TODD
COUNCILLOR**

General Managers Comment:

Councillors are advised by the Chair at the commencement of each meeting to turn off phones, or switch to silent. If a Councillor needs to take a call, say in an emergency situation, be on call for their profession or are a member of emergency services, or family matters, allowing mobile phones to be available in 'silent' mode should be allowed. Collecting and storing private devices by the General Manager will not be viable. I do not recommend the banning of mobile phones from meetings, but if a Councillor needs to take a call, then they leave the room to do so, and their absence is recorded in the minutes.

WARRUMBUNGLA SHIRE COUNCIL

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Item 29 Reports to be Considered in Closed Council

Item 29.1 Human Resources Monthly Report

Division: Executive Services

Author: Manager Organisation Development – Chris Kennedy

Summary

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

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

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

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

RECOMMENDATION

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

Item 29.2 Tender 2024 Supply and Delivery of Garbage Truck

Division: Technical Services

Author: Manager Fleet – Stephen Friend

Summary

The purpose of this report is to make a resolution on tenders received for supply and delivery of a garbage truck.

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

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

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

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- (iii) reveal a trade secret

RECOMMENDATION

That the Tender 2024/08 Supply and Delivery of Garbage Truck Report be referred to Closed Council pursuant to section 10A(2)(d) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

Item 29.3 Binnaway Sewerage Scheme Concept Design Site Selection Report

Division: Warrumbungle Water

Author: Manager Warrumbungle Water – Tom Cleary

Summary

The purpose of this report is to inform the Council of the findings from the site selection process for the proposed Binnaway Sewerage Plant (STP) and seek approval for an indicative location to progress the concept design.

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

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

- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret

RECOMMENDATION

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

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Item 29.4 Tender Report for the Supply of Skip Bin Service
Division: Environment and Development Services
Author: Manager Planning and Regulation – Kelly Dewar

Summary

The purpose of this report is to gain Council endorsement for the engagement of a contractor to provide the supply of Skip Bin Service to Councils Transfer Stations after undertaking a tender process for provision of the service.

In accordance with the *Local Government Act 1993* (NSW) (*'the Act'*) and the *Local Government (General) Regulation 2005* (NSW), in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public. The item relates to commercial information and is classified **CONFIDENTIAL** under section 10A(2)(d) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret

RECOMMENDATION

That the Tender Report for the Supply of Skip Bins Service be referred to Closed Council pursuant to section 10A(2)(d) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

FURTHER that Council resolve that:

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