



ORDINARY MEETING AGENDA

21 September 2021

**Merriwagga Community Hall
6 Mons Street, Merriwagga**



TABLE OF CONTENTS

1.	Present	5
2.	Apologies	5
3.	Declaration of Pecuniary and Conflicts of Interest	5
4.	Confirmation of the Previous Minutes	5
	Ordinary Council Meeting 17 August 2021	5
5.	Business Arising	5
6.	Motions & Questions (notice given)	5
7.	Presentations/Public Addresses (where scheduled)	5
	10.00am Citizenship Ceremony:.....	5
	10.30am Dr Bhupinder Kumar	5
8.	Mayoral Report	7
8.1	Mayors Report.....	7
9.	Delegates Report	8
10.	General Managers Report	8
10.1	Ongoing Action from Previous Business Papers	8
10.2	Precis of Correspondence	9
10.3	Confirmation of Memberships - Committees.....	11
10.4	Multi Service Outlet – Elder Abuse Policy MSO002.....	14
10.5	Internal Audit and Risk Management - Guidelines.....	15
10.6	Rankins Springs Waste Depot.....	18
10.7	Rankins Springs Caravan Park - Options	20
10.8	Lachlan River Town Water Security Challenges Consultation Paper 2021	22
10.9	Infrastructure Report	23
10.10	Jackson’s Bridge - Update.....	31
10.11	Flood Damage 2019 - Update	37
10.12	Heavy Vehicle Access Update	43
10.13	Back Hillston Road – Resheet.....	47
10.14	Plant Report	53
10.15	Plant Replacement.....	54
10.16	Rural Water Schemes Waterline Vegetation Clearing	56
10.17	Development Applications August 2021	61
10.18	Development Application 2022/001 – Water Storage Dam.....	62
10.19	Carrathool Shire Council Community Participation Plan	70
10.20	Hillston Caravan Park – Redevelopment Strategy.....	83
10.21	Finance Report – Statement of Bank Balances – August 2021	90
10.22	Finance Report – Investments Schedule – August 2021	92
10.23	Draft Annual Financial Statements (AFS).....	94
10.24	End of Term Report on the Community Strategic Plan	95
10.25	Financial Assistance Grant.....	96
10.26	Outstanding Rates and Sundry Debtors	97
10.27	Council Policy 158 – Related Party Disclosures	99
10.28	Economic Development Unit Report – September 2021.....	110
11.	Committee Reports	112
12.	Closed Council Reports	112
12.1	General Manager Performance Review 2020-21.....	112
12.2	Expression of interest - Sale of land in Merriwagga.....	113
13.	Next Meeting	114

Definitions

Author:	Officer who prepared the report
Purpose:	Brief reason for report
Attachment:	Document appended to report
Information Item:	Document provided as background information (not part of report)
Separately Circulated:	Document provided as background information (separate document/booklet)

Council's Vision & Goals

Motto

Council's Motto is:

"Promoting our future through diversity"

Vision

Council's vision reflects what we are trying to achieve:

"Carrathool Shire Council's VISION is to protect and promote quality of life in harmony with economic development and environmental sustainability."

The vision is the long term planning focus of council.

Mission

Council's mission reflects what we will do to achieve the vision:

"Council's MISSION is to provide the community of Carrathool Shire with cost effective works, services and planning."

Council's mission is council's medium term planning focus.

Values

We value:

- Honest, open, objective and accountable decision making;
- Our diverse communities;
- Responsiveness to community needs
- Open, fair and practical business relationships;
- Cost effective and commercially competitive service delivery, and
- Continuous improvement and best value in everything we do

ORDINARY COUNCIL MEETING AGENDA
OF THE CARRATHOOL SHIRE COUNCIL TO BE HELD
AT MERRIWAGGA COMMUNITY HALL
TUESDAY, 21 SEPTEMBER 2021 COMMENCING AT 10.00 AM

Recording of Meeting

This Council Meeting is being recorded. By speaking at the Council meeting you agree to being recorded. Please ensure that, if and when you speak at this meeting, you are respectful to others and use appropriate language at all times. Carrathool Shire Council accepts no liability for any defamatory or offensive remarks or gestures made during the course of this Council Meeting. A recording will be made for administrative purposes and will be available on Council's website.

Please ensure that mobile phones and other electronic devices are turned off or are in silent mode for the duration of the meeting.

1. Present

2. Apologies

3. Declaration of Pecuniary and Conflicts of Interest

Section 451 of the *Local Government Act 1993* requires that if a councillor or member of a council or committee has a pecuniary interest in any matter before the council or committee, he/she must disclose the nature of the interest to the meeting as soon as practicable and must not be present at, or in sight of, the meeting, when the matter is being discussed, considered or voted on.

A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of financial gain or loss (see sections 442 and 443 of the *Local Government Act 1993*).

A non-pecuniary interest can arise as a result of a private or personal interest which does not involve a financial gain or loss to the councillor or staff member (eg friendship, membership of an association, or involvement or interest in an activity). A councillor or staff member may elect to leave the Council Chambers during consideration of the matter.

4. Confirmation of the Previous Minutes

Ordinary Council Meeting 17 August 2021

5. Business Arising

6. Motions & Questions (notice given)

7. Presentations/Public Addresses (where scheduled)

10.00am Citizenship Ceremony:

Mr Sylvain Guy Andre LAFOI
Mr Paul Michael FARRELL
Mrs Annah Tambudzai MAJAZI
Mr Reuben MAJAZI
Mrs Subhashini PAVULURI
Mr Venkata Suresh Babu PAVULURI
Miss Amrutha Raghavi PAVULURI
Mr Sohan Sai PAVULURI
 Laura Jayne BADGER
Mr Garth Richard LYTTLE

10.30am Dr Bhupinder Kumar

Parts of the Meeting that can be Closed to the Public

Section 10A of the *Local Government Act 1993* states that a Council, or a Committee of the Council of which all the members are Councillors, may close to the public so much of its meeting as comprises:

- a) The discussion of any of the matters listed below, or
- b) The receipt or discussion of any information so listed

Matters & Information

- (a) *Personnel Matters concerning particular individuals (other than Councillors).*
- (b) *Personal hardship of any resident or ratepayer.*
- (c) *Information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*
- (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.*
- (e) *Information that would, if disclosed, prejudice the maintenance of law.*
- (f) *Matters affecting the security of the Council, Councillors, Council Staff or Council property.*
- (g) *Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.*
- (h) *Information concerning the nature and location of a place or an item of aboriginal significance on community land.*
- (i) *Alleged contraventions of any code of conduct requirements applicable under section 440.*

A Council or Committee of the Council may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

A meeting is not to remain closed during the discussion of anything referred to in the above list except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret - unless the Council or Committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

The grounds on which part of the meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the relevant provision of Section 10A(2), the matter that is to be discussed during the closed part of the meeting, and the reasons why part of the meeting is being closed.

8. Mayoral Report

8.1 Mayors Report

GOV:MCCC:AGA

Author: Mayor Jardine

Purpose: To inform Council of recent activity by the Mayor since the August 2021 meeting.

Background

On Friday 20 August in company with the General Manager, I attended the Riverina And Murray Joint Organisation (RAMJO) Board meeting via Zoom.

The meeting provided an update of what is happening across the region, I will expand on the dot points below at the Council meeting:

- Availability of Covid-19 vaccines
- Waste management
- Office of Local Government (OLG) review of Joint Organisation
- Governance arrangements for RAMJO staffing
- Funding for the Joint Organisation – NSW Government \$150,000

Waste Management

An interesting presentation was given by Mr Mike Ritchie regarding future obligations that will be placed on Council.

I am aware Council staff are involved in a waste group through Riverina And Murray Joint Organisation (RAMJO) and have asked the General Manager to prepare a report for Council on what our future obligation and strategy might look like.

Covid-19

Medical Centre staff responded well to the recent Covid-19 concerns in Hillston and have managed additional issues of testing and co-ordinating of vaccination in a very competent manner.

At 15 September the medical centre has delivered over 1300 vaccinations, resulting in approximately 650 fully vaccinated in the community.

I would certainly like to thank the medical centre staff for their efforts in how they have managed this process. Thanks also to the other health professionals who assisted in the vaccination program.

I have also been in contact with Murrumbidgee Local Health District (MLHD) regarding the possibility of pop up vaccination clinics at our smaller towns of Goolgowi, Rankins Springs, Merriwagga and Carrathool. The Royal Flying Doctor Service (RFDS) are proposing to undertake the clinics however the unavailability of vaccines is causing delays. They have stated they are keen to commence and hope to do so in the near future

Recommendation:

That Council note the Mayors report for September 2021 meeting.

9. Delegates Report

10. General Managers Report

10.1 Ongoing Action from Previous Business Papers

GOV:MCCC:CR

Author: General Manager

Purpose: To update Council on ongoing action from previous Business Papers

Background

1045/20.08.19 – Hillston Common

Responsible Officer: GM

DECISION	ACTION TAKEN
Council renegotiate with the Department of Industry regarding the water licence of 972ML currently held by the Hillston Common Trust, being transferred to Council should it resolve to become the land manager of the land under the <i>Crown Lands Act 2016</i> .	Council continues to lobby for water licence.

1547/16.02.21 – Lot Size Dwelling Entitlement

Responsible Officer: MBRS

DECISION	ACTION TAKEN
Review LEP with a view to look at all land use zones and minimum lot sizes for all urban areas within the LGA this to be included in the 2021-2022 budget for Council consideration for funding.	Referred to 2021/2022 budget.

1683/22.06.21 – Council Roads - National Heavy Vehicle Regulator Assessment

Responsible Officer: DIS

DECISION	ACTION TAKEN
That Council nominate various network local roads to the National Heavy Vehicle Regulator for inclusion on heavy vehicle routes.	Report this meeting

1754/17.08.21 – Application for Mobile Food Van

Responsible Officer: MBRS

DECISION	ACTION TAKEN
That Council review the Street Trader Policy.	In progress

1762/17.08.21 – 2021/2022 Council Communities Grant Scheme

Responsible Officer: EDO

DECISION	ACTION TAKEN
That Council review the Donation/Assistance and Sponsorship Policy with a view to streamline the document.	In progress

Recommendation:

That Council note the update on action report for September 2021.

10.2 Precis of Correspondence

GOV:MCCC:AGA

Author: General Manager

Purpose: Matters for consideration by Council

Information Items: 10.2.1 Environment NSW
 10.2.2 Australian Government
 10.2.3 Spring in the Springs Committee
 10.2.4 NSW Local Government Grants Commission
 10.2.5 Local Roads and Community Infrastructure Funding Phase 3

10.2.1 Environment NSW – Gas Exploration Western NSW

Informing Council that the NSW Government has decided not to release the Bancannia, Pondie Range, Neckarboo and Yathong Ivanhoe Troughs in Western NSW for gas exploration.

Recommendation:

That Council note the NSW Government advice it will not release the Western Area Troughs north west of Hillston for gas exploration.

10.2.2 Australian Government – Building Better Regions Fund

Round Five – Advising that round five is expected to be announced in the last quarter of 2021. It is expected to align with parliamentary sitting days which would be from late October onwards.

Round 6 – advising \$250 million was announced in the 2021-22 budget for a sixth round. It will be consistent with the existing framework and will be notified at a later date.

Recommendation:

That Council note the information regarding round five and six of the Building Better Regions Fund.

10.2.3 Spring in the Springs Committee – Cancellation of Event for 2021

Advising Council that due to the uncertainty of the pandemic and Health Orders for the proposed event date the Committee has decided to cancel the Spring in the Springs 2021 event.

Recommendation:

That Council note the information regarding the cancellation of the Spring in the Springs event for 2021.

10.2.4 NSW Local Government Grants Commission - Meeting

Informing Council of the upcoming road trip to the Riverina offering to meet with Council on 25 November at 9am in Goolgowi. The commission will make a presentation to Council of approximately one hour covering:

- Councils Grant Calculation
- Methodology review and transition
- Background to commission grants
- Answer questions

Recommendation:

That interested Councillors nominate to meet with representatives of the NSW Local Government Grants Commission on Thursday 25 November, 9am in the Goolgowi Office.

10.2.5 Local Roads and Community Infrastructure Funding Phase 3

Advising that phase three of the program is expected to open in January 2022. Carrathool Shire has been allocated \$2.9 million under this round, Projects to be costed in anticipation of the release of the program.

Recommendation:

That Council:

- 1. note the third phase of the Local Roads and Community Infrastructure Funding will commence in January 2022.**
- 2. nominate projects for costing and consideration under the funding program.**

10.3 Confirmation of Memberships - Committees

GOV:ELE:ARR

Author: General Manager

Purpose: To confirm memberships of various committees to which Councillors are members.

Background

Under the Local Government Act the Mayor is elected for a two year term, the election was held in 2020 therefore no election is required. The Deputy Mayor was also elected in 2020 and no election is required at this time.

Council will need to consider the appointment of Delegates/Representatives to various committees as the structure was extended for 12 months .

Issues

As the Council elections are due to be held on 4 December 2021 it is proposed the following representatives be re-confirmed until the election after which new appointments will be required to the committees listed below:

Name of Organisation	Details (When, Where etc)	2020/21 Delegates Representatives
Senior Staff Selection / Appointment Committee	Appointment or dismissal of senior staff. As needed <i>Quorum of three (3)</i>	Cr Groat Cr Jardine Cr Peters Cr Kite Cr Campbell General Manager
General Managers Performance Review Committee	Meets Annually.	Mayor Deputy Mayor Cr Furner Cr Campbell
Bush Fire Management Committee	Meets twice a year.	Cr Kite Cr Peters
Plant Committee	As required to discuss upcoming major plant purchases	Cr Furner Cr Jardine Cr Campbell Cr Groat Cr Lewis Cr Fensom Cr Kite Cr Armstrong Cr Peters DIS General Manager
Building Committee	As required to consider Council's building projects	Cr Lewis Cr Jardine Cr Fensom Cr Groat Cr Furner DIS General Manager
Economic Development Committee		Cr Campbell Cr Furner Cr Armstrong Cr Peters General Manager

Roads Committee	As needed to consider annual road programmes	All Councillors DIS General Manager
-----------------	--	---

Section 355 Committees

Name of Organisation	Details (When, Where etc)	2020/21 Delegates Representatives
Goolgowi Hall Management Committee	Meets as & when required	Cr Armstrong
Rankins Springs War Memorial Hall Management Committee	Meets as & when required	Cr Groat
Merriwagga Public Hall Management Committee	Meets as & when required	Cr Jardine Cr Armstrong
Carrathool Memorial Hall & Sports Ground Management Committee	Meets as & when required	Cr Furner Cr Campbell
Rankin's Springs Recreation Group Management Committee	Meets as & when required	Cr Groat
Wallanthy Hall Committee	Meets as & when required	Cr Fensom

Appointment of Delegates

Name of Organisation	Details (When, Where etc)	2020/21 Delegates Representatives
Country Public Libraries Association	As requested	Cr Furner Cr Jardine (2 nd) DCCS Library Manager
Mallee Bush Fire Prevention Scheme	As requested	Cr Peters Cr Fensom (2 nd)
Murray Darling Association	As requested	Cr Campbell Cr Lewis Cr Fensom (2 nd)
South West Arts Project	As requested	Cr Furner
Western Riverina Community Library	As requested	Cr Furner Cr Jardine (2 nd)
Kidman Way Promotional Committee	As requested	Cr Jardine Cr Peters (2 nd) DCCS
Lachlan Floodplain Management Committee	As requested	Cr Jardine Cr Lewis Cr Peters Cr Fensom General Manager DIS
Outback Regional Tourism Organisation	As requested	Cr Peters DCCS
Traffic & Development Committee	Meets as & when required	Cr Armstrong Cr Fensom (2 nd) DIS
Hillston Billylids	As requested	Cr Lewis Cr Fensom (2 nd)

Police Accountability Community Team	Quarterly meetings	Cr Groat Cr Jardine (2 nd) General Manager
Riverina and Murray Joint Organisation (RAMJO)	Quarterly meetings in Jerilderie	Cr Jardine Cr Groat (2 nd) General Manager
Western Division Group of Councils	Annual Conference held in February yearly and one other again throughout the year	Cr Jardine Cr Groat (2 nd) General Manager
Country Mayors Association	Quarterly	Cr Jardine General Manager

Financial implications

Nil

Statutory implications (Governance including Legal)

There is no need for Mayoral or Deputy Mayoral elections as there were conducted in September 2020.

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That Council resolve to re-confirm the appointment of members to the various committees as identified within the enclosed table of committees and delegates up until the general Council elections being held.

10.4 Multi Service Outlet – Elder Abuse Policy MSO002

CM:POL:IROP

Author: General Manager

Purpose: To inform Council of any submission to the policy to allow its formal adoption.

Background

Council at the June 2021 meeting resolved to place the policy on public display seeking submissions prior to formal adoption at the September meeting.

Issues

Advertisements were placed in Local Media and on the Website seeking submissions in relation to the content of the policy. The policy was on display at both Administration Offices and the Website. No formal submissions were received from the public. This being the case Council can formally resolve to accept the and implement the Elder Abuse Policy.

Financial Implications

Nil

Statutory Implications (Governance including Legal)

Nil

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Theme 1 – An inclusive, connected and Healthy Community.

Recommendation:

That Council having placed the Elder Abuse Policy on public display for the required period and having received no submissions formally adopt the Carrathool Shire Council - Multi Service Outlet Elder Abuse Policy MSO002.

10.5 Internal Audit and Risk Management - Guidelines

FM:AUD:IN

Author: General Manager

Purpose: To inform Council of the proposed model framework and guidelines for risk management and internal audit of local Councils in NSW.

Separately Circulated: Guidelines for Local Councils in NSW

Background

Council will be aware the original discussion paper relating to the Internal Audit Framework was released just prior to Christmas 2019, Council provided a submission with concerns it held to;

- 1 the composition of the committee.
- 2 the cost of compliance for rural Councils.
- 3 concerns as to staffing.
- 4 Council autonomy would be compromised.

The Office of Local Government (OLG) has released another framework for discussion with submissions being received by close of business 26 November 2021.

Issues

As expected the bar has still been set very high for small rural Councils with little ability to attract prequalified members of both chair and members of the committee. While fees are to be determined between Council and committee members it is unlikely the role given the responsibility and statutory compliance will be undertaken on a voluntary basis.

The guidelines are broken into three core requirements:

- 1 Audit, risk and improvement committees
- 2 Risk Management
- 3 Internal Audit Function

Core Requirement 1 - Audit, Risk and Improvement Committee (ARIC)

428A of the *Local Government Act 1993* will require Councils to have audit, risk and improvement committee to independently review and advise on the following areas of Councils operations:

- a) compliance
- b) risk management
- c) fraud control
- d) financial management
- e) governance
- f) implementation of the strategic plan, delivery program and strategies
- g) service reviews
- h) collection of performance measurement data by the council
- i) and any other matter prescribed by regulation

The ARIC must develop a strategic plan every four years and must develop an annual work plan. A report must be provided to Council after every committee meeting detailing its opinion and activities. A quarterly report must be provided to Council – the content to be determined by Council. The ARIC must also provide an annual assessment.

Composition of Committee

Carrathool Shire Council falls into tier one general purpose Councils ie. Population less than 20,000 and predominately rural in nature.

Tier one Councils are required to have as a minimum:

Three independent voting members, a chair who must be prequalified under the NSW government scheme. Two voting committee members – who not being required to be prequalified are required to meet independence requirements, and eligibility requirements.

One non voting Councillor, who must also have the appropriate experience and exposure to business operations.

Should Council not be able to attract a prequalified chair, an exemption can be sought from the Secretary of Department Planning Industry and Environment (DPIE).

When a request was made for the list of prequalified people, NSW Treasury responded with “Councils do not have access to the Prequalification Scheme, therefore we do not have permission to share applicant information with you.”

Councils are required to provide all resources for the operation of the committee.

Core Requirement 2 – Risk Management

Each Council and Joint Organisation must implement a risk management framework that is consistent with current Australian Standards for Risk Management.

Councils risk management framework must demonstrate the following six elements:

- 1 Leadership and commitment: - management must demonstrate strong leadership.
- 2 Integration: - risk must be managed in every part of Council's operations.
- 3 Design: - the design must be structured to meet Council's needs.
- 4 Implementation: - risk management activities must be understood and practiced.
- 5 Evaluation: - Councils must regularly evaluate the framework to ensure relevance.
- 6 Improvement: - each Council must continually adapt and improve the design of the framework

Councils must provide sufficient resources to deliver and implement the risk management framework. Council's provide strategic leadership, the General Manager operational leadership, Internal Function – provides review and assurance and the ARIC provides advice and assurance.

Core Requirement 3 – Internal Audit

Each Council and Joint Organisation must have an independent internal audit function that reports to the Audit, Risk and Improvement Committee and is consistent with current international standards for internal audit.

The Councils internal audit function must operate independently of the Council and cannot be subject to direction by Council. It reports administratively to the General Manager and functionally to the ARIC.

Each Council must have a head of in-house internal audit function. This must be a Council employee and cannot be outsourced, other than through a shared arrangement with another Council, and meet the eligibility and independence criteria for the position.

Internal audit documents can be accessed by the governing body (Council), subject to the approval of the chair of the committee.

Financial implications

Costs were considered at the December 2019 meeting and will have an estimated impact on Council of up to \$100,000 per year, if a shared service model could be employed or more if Council wanted to go it alone. Costs will be more ascertainable when different models are considered.

Statutory implications (Governance including Legal)

Council will be required to have an ARIC by June 2022. Councils will then have two years, until 30 June 2024 to comply with the risk management and internal audit requirements under the guidelines, and five years to comply with the audit, risk and improvement committee requirements.

Policy implications

Not Available at this time

Risk implications

Not Available

Community Strategic Plan

Nil

Recommendation:

That Council:

- 1. note the guidelines and timeframes proposed for Risk Management and Internal Audit.**
- 2. hold discussions with other Local Government bodies to ascertain if there is capacity for shared services.**

10.6 Rankins Springs Waste Depot

WM:MTNCE:GD-RS

Author: General Manager

Purpose: To inform Council of submissions received in regard to operational hours of the waste depot at Rankins Springs

Information Item: Submissions received

Background

In accordance with Environment Protection Authority (EPA) guidelines Council considered a report to supervise the operations of the Rankins Springs Waste Depot in line with Hillston, Goolgowi and Carrathool. Council resolved to consider restricting the hours of operation and seek community input and submissions prior to making any final determination.

Issues

Council has received three submissions regarding the opening hours of the waste depot. From each submission it is evident there needs to be access on the weekend. Discussion with managers in regard to staffing in the town lend opportunity for the Tuesday and Thursday openings from 1pm to 4pm. This can be achieved without additional staff however, it will reduce by 6 hours the current service level to the Rankins Springs township. The proposed hours on Sunday as put forward by the Rankins Springs Progress Committee will prove difficult to staff and operate between 1pm and 4pm. A time of 9am to noon on a Sunday is recommended. Estimated cost for the Sunday hours of operation is \$7,000.

Other suggestions include putting a skip bin outside the gate, this would result in increased expense as Council does not have the means to employ skip bins. Allowing residents a key would also create issues with the reporting requirements to the EPA of materials deposited at the waste depot.

Over the past few months Council staff have undertaken some monitoring of the material dumped at the waste depot. It is obvious a great deal of waste is coming to the landfill from other area outside Carrathool Shire. Council does not charge fees for waste material or restrict people from other areas bringing waste to the tip. Tyres and other bulky waste is quickly filling the cells which will necessitate additional expense to excavate further cells.

It is also recommended that Council monitor changes to the operations for three months and consider any community input into the changed operational hours.

Financial implications

The anticipated cost for Sunday opening is \$7,000 per annum.

Statutory implications (Governance including Legal)

Environmental Guidelines for Solid Waste Landfills and associated regulation made under the *Protection of the Environment Act 1997*.

Policy implications

Council has placed the proposal on public display seeking comment in regard to the operational hours of the Rankins Springs Landfill.

Risk implications

Legislative non-compliance.

Community Strategic Plan

Theme 2 - Infrastructure for a sustainable future

Recommendation:

That Council:

1. **having placed the Rankins Springs Waste Depot proposal on public display, and after consideration of submissions received, restrict opening hours of landfill to:**
 - **Tuesdays 1pm to 4pm**
 - **Thursdays 1pm to 4pm**
 - **Sundays 9am to noon**
2. **review the decision with an assessment of the opening hours after a three month trial period.**

10.7 Rankins Springs Caravan Park - Options

CP:MAINT:CP

Author: General Manager

Purpose: To provide Council with other options to consider for accommodation at Rankins Springs Caravan Park.

Background

At the July 2021 meeting Council resolved to have a further report brought back on a broader standard of accommodation options.

Issues

Costs were based on the provision of a single block module of three units of accommodation and for three stand alone individual units each having the capacity for a double bed within the cabin. Costs were in the vicinity of \$250,000 to \$280,000. Council considers the cost disproportionate to the anticipated revenue stream and requested lower priced options be considered.

There are many cheap units available ranging in price from \$30,000 to over \$100,000 for quadruple ensuite units – generally all are located in Queensland, and each unit caters for single accommodation. These units would be acceptable for mining camps and seasonal farming accommodation. Experience from Hillston Indicates travellers and tradespeople prefer better quality accommodation than some of the older cabins Council has available for this purpose.

Council has two Olympic village cabins that are in reasonable condition. Each unit has two self contained rooms that will accommodate a double bed. Over the long term Council would probably sell these units to make room for upgraded accommodation for the tourism market. These could be relocated to the caravan park at Rankins Springs and it is estimated a cost of approximately \$10,000 per unit would cover the moving expense. Establishment expenses at Rankins Springs would be similar to that detailed in the previous report.

If the establishment costs were cut to the bare minimum, ie. No concrete pad parking, reuse current furniture and bedding it is anticipated the cost will be in the vicinity of \$90,000 to site the building and \$20,000 to move them.

Financial implications

Rankins Springs Caravan park operates at a financial loss, last financial year this was \$46,000, this year Council has budgeted for a loss of \$50,000. It is not envisaged the operation will ever break even or turn a profit.

A Capital injection of around \$100,000 will not see any reduction in the deficit for the park operations nor any great increase in visitor numbers.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Theme 3 - A growing and diverse economy

Recommendation:

That Council take no further action at this stage to provide accommodation units at Rankins Springs.

10.8 Lachlan River Town Water Security Challenges Consultation Paper 2021

WS:SP:WSD

Author: General Manager

Purpose: To inform Council of the consultation paper looking at town water security of the Lachlan River

Separately Circulated: Consultation Paper – September 2021

Background

Council will be aware that the NSW Government considered a Regional Water Strategy, and a list of options late last year for the Lachlan River. The document now provided is a consultation paper to address region wide town water supply challenges which will also form part of the assessment for the next version of the strategy.

Issues

Hillston township would be the main town of concern on the Lachlan, for Council in regard to town water supply. Hillston draws groundwater for its town supply, although it does hold 270ML town water supply licence. Concerns were raised regarding groundwater level decline in the Lower Lachlan Aquifer over the past 20 years. This will also form part of the discussion for this engagement process.

A workshop was held via zoom on 10 September 2021 to notify and commence the consultation process, there will be a further workshop held in late October 2021 to recap on options, shortlist and map the options. It is then anticipated a further public exhibition period will be commenced in 2022, followed by the Final Lachlan Regional Water Strategy.

If Councillors could review the document and provide comment to the General Manager prior to the October meeting it can be presented to the next workshop.

Financial implications

Nil.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Water is an important part of the Shire’s productive capacity. The focus on town water supply available from the Lachlan River should be considered in conjunction with groundwater extraction for town water utility.

Community Strategic Plan

Theme 1 - An inclusive, healthy and connected community.

Recommendation:

That Council:

1. **note the consultation paper – Lachlan town water security challenges.**
2. **provide any feedback or concerns to the General Manager prior to the October 2021 Council meeting to enable it to be provided to the next engagement session.**

Regional Roads

A summary of the capital works and maintenance activities on Council Regional Roads is listed below.

Description	244R Tabbita Lane	321R Rankins Springs Rd	368R The Springs Rd	501R Lachlan Valley Way	80R Mossgiel Rd	371R Lake Cargelligo Rd
Temporary Pavement Repair (m ²)	183	286	2			55
Edge Repair (m)						
Vegetation Control (ea)					1	
Mowing/Slashing (ha)	34.50	26	16		38.83	8
Maintenance Grading (cl km)						
Servicing Signs (ea)			2			
Replacing Signs (ea)					1	
Guideposts						
Culvert & Pit Maintenance						
Inspections (ea)				1	1	

TfNSW Road Maintenance Council Contract

A list of general maintenance activities in line with the requirements of the contract is detailed below.

Code	Description	Unit	Accomplishment
A-421	Service Toilet	each	12
A-428	Service Rest Area	each	34
C-111	Safety Inspection	km	560.50
C-201	Repair Pothole	each	47
C-202	Repair Pavement Edge	m	100
C-203	Repair Wearing Surface	m ²	136
C-204	Minor Pavement Patching	m ²	1007
C-301	Remove Dead Animal	each	2
C-801	Incident Response	each	1
S-211	Seal Pavement Crack	m ²	270
S-272	Sweep Road Pavement	km	84.8

Urban Maintenance

Parks and Garden Maintenance ongoing as required and as permitted due to wet weather. Aerodrome Inspections have been completed.

The following table represents the total man hours spent on each of the listed activities in each town.

Description	Activity	Carrathool	Goolgowi	Hillston	Merriwagga	Rankins Springs	Total Hours per Activity
Patching	1110/1150		5		13		18
Footbridge Maintenance	1200						0
Drainage & S/Water	1510						0
Sign Maintenance	1610			6.50			6.50
Sign Replacement	1620						0
Resealing	4000						0
Mowing	5100	33	92.50	8	32.50	69.50	235.5
Slashing	5200	12.50	1	111			124.5
Spraying	5300	3		100.50		11.50	115

Tree Maintenance	5400	2	13	49.50	2	51.50	118
Tree Removal	5410						0
Watering	5500	17	10	53.50	2	10	92.5
Weeding	5600		19.50	85	1.50	35	141
Mowing – Stan Peters Oval	5710						0
Spraying – Stan Peters Oval	5730						0
Watering – Stan Peters Oval	5740						0
Weeding – Stan Peters Oval	5750			4			4
Playground Equipment	5800						0
Litter Collection	6100	6	34	45	20	22.50	127.5
Street Sweeper	6200		7.50	36			43.5
Hand Broom Gutters	6300			9.50			9.5
Toilets	6400	5	39	38	6	10	98
Footpath Maintenance	7100						0
Clear Culverts	7100			7			7
Street Maintenance	7200		9.50	3		15	27.5
Miscellaneous Items	7500						0
Playground Inspection	7510						0
Office	7520						0
Town Improvements	7530						0
Park Furniture/Fences	7540			25			25
Total Hours per Town		78.5	231	581.50	77	225	1193
Town % of Total Hours		6.58	19.36	48.74	6.45	18.86	

Sewer Maintenance

Description	Service Line Chokes	Mainline Chokes	Overflows	Pressure System Fault	Pump Station Fault	New Connections	Screen Unit Faults
Hillston	6	2			1		
Goolgowi							
Rankins Springs Sullage							
Totals	6	2	0	0	1	0	0

Water Maintenance

Description	Mainline Breaks	Service line Breaks	Water Meter/Tap Leaking	Pump Station Faults	Telemetry Faults	Replaced Meters	New Connections
Hillston	3	2	2				
Langtree Bore/Merriwagga/Goolgowi)							
Yoolaroi/Goolgowi Rural (Palmyra to Y4 & Y5/Y6)				2			
Bunda/Goorawin	1						
Carrathool							
Merriwagga Village		1					
Goolgowi Village Raw							
Goolgowi Village Potable							
Rankins Springs Potable							
Rankins Springs Town Raw							

Rankins Springs Rural	2			4			
Melbergen				1			
Total	6	3	2	7	0	0	0

Project Updates:**Hillston Floodplain Management Study:**

Due to COVID restrictions consultant has a backlog for the model re-runs. As a result, Milestone 3 has been extended and is now due on 24 September 2021, Milestone 4 is due for completion 25 February 2022, Milestone 5 is due for completion 28 May 2022 with Grant acquittal expected by 28 July 2022.

Hillston Riverbank Stabilisation Project:

The tender for the construction phase has been awarded subject to funding. It is anticipated that DPIE will advise outcome of funding applications between October and December 2021.

Floodway Construction – Cannards Road, Carnells Road, Pleasant Valley Road:

Works on Carnells floodway were completed in late July. Floodway works on Pleasant Valley were completed in August. Construction works have commenced with Cannards Floodway with the culvert installation process complete. Desilting of the upstream water course as well as removal of loose debris is part of the planned works. Reshaping of the downstream side of the floodway will be complete in the latter stages. All works are programmed to be executed by the end of September.

Local Roads & Community Infrastructure Program:

MR368 The Springs Road Upgrade. Sealing works are now complete with linemarking to follow in August.

Groundwater study (Bore assessment):

The bore condition assessment work for the Langtree bore was completed on 3rd September 2021 by ACS Equip Pty Ltd after continuous wet weather delayed the work. The hydrogeologist from Reditus Pty Ltd is finalising the bore condition assessment report for Council and DPIE to review.

Goolgowi Dam De-Silting:

Work to de-silt the Goolgowi Dam is now complete. Council also engaged PHL Surveyors to complete a detailed survey of the Dam. A copy of this is now in Council records for future reference. The refilling of the dam is scheduled for early September.

Carrathool Road Construction:

Works are tracking well with 10km having been sealed to date. The sealing contractor had sealed the remaining 2km on 9 September 2021. Sub-grade stabilisation of 100mm for 3km is currently underway with 150mm overlay following that. The gravel haulage should be completed by late September 2021 and the construction process will continue for the next stage (Stage 3) heading past the Corynnia Station gateway. Line marking for 3km new works will take place when Council's contractor is cleared from Covid-19 restrictions.

Fixing Local Roads (Round 2 Funding):

A contract for the works has now been executed. LG Civil has been awarded the works. The scope includes approx. 3.65km of existing bitumen pavement rehab, the Murrumbidgee River Road/Carrathool Road intersection upgrade, multiple culvert replacements and approx. 7.85km of new pavement. Surveying and design are currently in progress with construction expected to commence in late September.

RMCC Work Orders:

For this financial year Council will be tasked with a number of projects from the State Government, these include but are not limited to:

- State Road Reseals
- State Road Heavy Patching Program
- State Road Culvert Replacement – MR84 Burley Griffin Way
- High St – Stage 4 Rehab (Ex-Servicemen’s Club to Rail Crossing). Scope to also include intersection rehab works of Kidman Way/Cowper St at the school.
- High St – Stage 5 – New wearing course pavement treatment – McGee St to Ex-Servicemen’s club.

Financial Implications

There is currently no budget generated for Council’s apportionment costs for High St-Stage 4. This will be presented to Council in due course once scoping is agreed with TfNSW.

Statutory Implications (Governance including Legal)

Nil

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Theme 2 - Infrastructure for a sustainable future

Recommendation:

That Council note the Infrastructure report for August 2021.

ATTACHMENT

Register of Local Road Maintenance					
Road Hierarchy Number	Road Name	Road No.	Date Last Maintenance Grading Carried Out	Quantity (cl km)	
2	Alexanders Road	102	16/09/2020	3.00	> 5 Years Since Last Mtce Grading
	Alpens Lane	131	NIL	0.00	1-5 Years Since Last Mtce Grading
6	Altys Road	103	10/12/2020	1.90	1 Year Since Last Mtce Grading
6	Andersons Lane	105	22/10/2020	16.10	Nil Record for Mtce Grading
6	Andersons Road	104	9/10/2017	1.50	
7	Arcadia Lane	106	29/05/2020	12.00	
6	Audrey Lea Road	107	15/08/2019	22.60	
6	Avondale Road	108	27/07/2017	4.00	
2	Back Hillston Road	109	24/08/2021	16.20	
4	Bakers Road	110	6/08/2021	4.40	
	Bales Avenue	101	23/10/2019	4.00	
2	Bandys Road	204	4/08/2021	1.40	
6	Barrys Road	112	25/09/2019	5.00	
4	Barrys Scenic Drive	113	7/07/2021	5.50	
7	Belaley Road	114	20/03/2019	3.58	
7	Berangerine Road	115	15/01/2018	1.00	
4	Billings Road	116	16/10/2019	11.50	
3	Black Stump Road	118	SEALED		
6	Blackgate Road	117	10/10/2019	9.00	
3	Booligal Road	119	6/07/2021	9.00	
4	Boorga Road	120	17/02/2021	8.00	
	Bradys Road	121	SEALED		
7	Bretags Road	122	30/06/2019	12.00	
7	Brewer Road	123	3/09/2021	1.00	
3	Bringagee Road	124	SEALED	0.00	
6	Bunda North Road	125	1/08/2018	1.50	
2	Bunda Road	126	26/04/2021	26.00	
6	Burchers Road	127	15/02/2021	3.00	
7	Burgess Lane	128	NIL	0.00	
2	Cahills Road	129	SEALED		
3	Cameron Road	130	20/03/2020	10.00	
7	Campbell Lane	240	2/09/2021	0.80	
6	Cannards Road	133	28/09/2019	24.70	
6	Carnells Road	132	20/07/2021	4.50	
2	Carrathool Road	134	10/05/2021	27.00	
7	Carrego Lane	135	22/07/2019	9.00	
	Chedburgh Road	136	30/06/2019	1.90	
6	Clare Road	111	12/07/2017	2.00	
7	Coates Lane	137	13/02/2018	1.50	
6	Coombie Road	138	3/09/2021	21.00	
2	Crows Nest Road	139	13/07/2021	17.40	
5	Darts Road	140	25/09/2019	13.14	
6	Dirrung Road	141	4/07/2018	8.50	
6	Dumossa Road	142	22/07/2019	10.00	
6	Eight Mile Tank Road	143	31/08/2021	6.80	
2	Erigolia Road	144	SEALED		
6	Euratha Road	146	25/08/2021	15.80	
7	Five Oaks Road	147	22/06/2021	9.30	
6	Flanagans Lane	148	26/08/2021	5.30	
2	Foys Road	149	27/08/2018	3.00	

Road Hierarchy	
1	Regional Roads
2	School Bus Routes
3	Link Roads
4	Strategic Link Roads
5	Collector Roads
6	Local Roads
7	Local Roads - Maintenance as Required

7	Gandys Road	150	3/06/2021	1.30
2	Garrong Road	151	23/06/2021	5.00
7	Girdlers Road	153	30/06/2019	10.00
6	Goorawin East Road	154	20/05/2021	13.00
6	Goorawin Road	155	19/02/2021	8.00
5	Greenhills Road	156	28/08/2019	4.00
6	Grieves Road	157	24/10/2017	2.00
2	Gullifers Road	158	20/11/2019	5.00
7	Gunbar Road	159	13/07/2021	8.00
7	Halcyon Park Road	160	NIL	0.00
6	Heaths Road	161	6/03/2018	0.80
5	Higgins Lane	162	23/08/2018	4.20
6	Hillmans Lane	163	23/07/2019	5.20
6	Holdens Road	164	24/07/2019	8.00
6	Huxleys Road	165	18/07/2019	13.00
2	Ilkadoon Road	166	8/05/2019	14.50
6	Jardines Road	167	9/10/2019	11.00
6	Jennings Road	168	29/08/2019	7.00
6	Johnstons Road	169	28/10/2019	1.00
5	Jones Road	170	26/09/2019	6.50
6	Killara Road	171	3/07/2019	2.31
6	Kites Road	172	23/06/2021	1.50
2	Lachlan River Road	173	8/07/2021	17.50
2	Langtree Road	174	6/08/2019	13.00
2	Lowlands Road	175	19/12/2019	34.20
6	Luelfs Road	176	9/08/2019	12.00
2	Mallee Downs Road	177	22/07/2019	9.32
7	Mallee Point Road	178	23/11/2017	1.50
6	Matakana Road	179	26/11/2020	10.41
2	McDonalds Road	180	25/07/2019	12.67
7	McGills Road	181	23/08/2010	1.00
7	McKays Road	182	30/08/2021	7.10
	McKenzies Lane	183	8/06/2021	1.00
2	McKinley Road	184	31/08/2021	31.38
2	McMasters Road	185	17/02/2021	2.00
7	McRaes Road	186	24/01/2018	4.00
2	Melbergen Road	187	17/05/2021	33.50
	Mena Road	266	20/03/2012	1.00
6	Merri Road	152	24/08/2021	47.00
5	Merriwagga Road	190	4/11/2019	2.50
4	Merrondale Lane	188	22/06/2021	6.00
6	Merungi Road	191	18/07/2019	12.00
2	Merungle Road	192	30/04/2021	2.00
7	Mitchell Track	189	23/11/2017	4.50
2	Mitchells Road	193	22/03/2021	1.50
6	Monia Gap Road	202	31/08/2021	6.00
7	Moores Road	195	11/09/2018	4.00
2	Motts Road	196	8/02/2021	4.00
4	Mount Bingar Road	197	30/06/2019	21.50
3	Mount Daylight Road	198	20/08/2021	10.20
5	Mount Grace Road	145	5/08/2021	27.35
7	Muirheads Road	199	4/02/2021	4.00
4	Munros Road	200	30/09/2019	
3	Murrumbidgee River Road	201	SEALED	
6	Nancarrow's Lane	203	1/06/2019	4.00

	Norwood Lane	205	2/02/2021	2.40
6	OBriens Road	206	4/10/2017	2.50
7	ODonnells Road	207	20/03/2018	4.00
6	OKeeffes Road	208	23/09/2019	8.00
7	Old Gunbar Road	209	25/07/2019	9.50
2	Parkers Road	210	4/02/2021	9.90
3	Parrs Road	211	1/07/2021	0.50
6	Parslows Road	212	3/08/2021	3.30
7	Parsons Road	213	12/01/2018	1.20
7	Paton Road	214	1/02/2010	4.00
2	Peters Road	215	29/07/2021	9.30
3	Pinteebakana Road	216	9/02/2021	4.40
6	Pleasant Valley Road	217	19/07/2021	10.20
5	Prestage Road	218	17/05/2017	3.50
7	Pulletop Road	219	1/03/2018	1.20
7	Ravenshaw Road	220	NIL	0.00
5	Redbank Road	221	13/05/2021	5.00
6	Reids Road	222	25/08/2021	8.50
6	Richards Road	223	16/05/2018	4.20
7	Roberts Road	224	NIL	0.00
PRV	Rothdene Lane	242	30/06/2019	0.50
2	Roto Road	225	29/07/2021	13.00
6	Ryans Road	226	30/06/2019	4.00
	Saleyad Lane	194	12/08/2015	3.00
6	Sawmill Road	227	12/09/2019	2.00
6	Schmetzers Lane	228	25/09/2017	1.90
2	Schneiders Road	229	5/02/2021	4.70
	Simpkins Lane	231	30/07/2019	2.00
6	Sloanes Road	232	5/09/2019	8.00
6	Smith Road	267	SEALED	
7	Square Well Lane	233	12/05/2021	2.00
7	Stackpoole Road	234	22/08/2018	7.00
7	Stewarts Lane	235	3/09/2021	10.50
6	Streets Road	236	19/09/2019	8.00
6	Swansons Road	237	18/08/2021	2.00
5	Taylor's Road	238	3/09/2021	9.20
6	The Bluff Road	239	2/08/2021	10.50
6	Trida Road	241	18/11/2020	15.00
6	Tyson's Road	243	11/07/2019	1.50
7	Vaggs Road	244	30/07/2019	7.70
6	Vearings Road	245	11/07/2019	7.00
6	Wakefield Road	246	10/07/2019	15.30
2	Wallanthery Road	247	8/06/2021	7.00
7	Wandella Road	248	NIL	0.00
7	Wantwood Road	249	15/11/2017	1.00
6	Warburtons Lane	230	30/06/2019	4.26
6	Watkins Road	250	2/07/2019	4.50
7	Watsons Road	251	8/11/2016	6.50
6	Weavers Road	252	16/08/2021	9.60
6	Wee Elwah Road	253	21/11/2019	24.10
6	Wells Road	254	4/07/2019	17.00
7	West's Road	255	27/05/2020	5.00
4	Whealbah Road	256	27/04/2021	3.00
6	Whitton Stock Route Road	257	1/09/2021	9.70
7	Wild Horse Tank Road	258	3/09/2021	9.50
6	Wiltshires Road	259	10/07/2019	10.00
5	Wollarma Road	260	27/11/2020	33.10
7	Wongalea Road	261	8/06/2021	4.92
6	Woods Lane	262	24/09/2019	5.00
7	Wright's Lane	263	NIL	0.00
7	Young's Road	264	23/07/2019	2.30

10.10 Jackson’s Bridge - Update

MP:JB2020

Author: Director Infrastructure Services

Purpose: To update Council on the developments of Jackson’s Bridge project.

Attachment: Works Program, Progress Photos

Background

Jackson’s Bridge, spanning the Lachlan River, on Mossgiel Road (Hillston) is a single lane bridge that has restricted limits for heavy vehicles.

The bridge has been confirmed as a Council asset, although TfNSW have been maintaining the wooden structure over a number of years. Council has been granted funding through “Fixing Country Bridges” to upgrade the bridge to ease these heavy vehicle restrictions and therefore improve the freight connectivity in the area. Murray Constructions (Contractors) have been successful in tendering for the works and the construction aspect of the project is fully underway.

Issues

Over the month of August, a number of inspections have been carried out on site and accurate records taken of the construction progress. Decommissioning of the old wooden bridge is currently ongoing and at 90% complete. Piling is now complete at the centre of the bridge with the piles cut down to deck level. When these piles were constructed, they met resistance in the ground early showing good signs of a solid foundation in the Lachlan River. The contractor has now commenced the piling of the abutments on the east section of the bridge. During the pile installation there were no reported issues. The contractor is constantly monitoring the flood levels of the Lachlan River. Work delays are unknown at this stage as water is intermittently released from further upstream, which is out of Councils control. Main focus at this stage is to complete the installation of the cross-head beam on the centre piles, pending water levels. The cross-head is due to be delivered on site in the coming weeks, and the Mossgiel road will be closed for approx. one (1) hour for the installation to take place.

The super-T beams of the bridge will be constructed off site at the Contractors headquarters in Deniliquin, NSW, prior to being transported to site. Moulding of the super-T beams are expected to commence mid-August. Moulding of the pile structures are complete. The detour and temp bridge are in a very satisfactory condition under current traffic loadings. Some minor dust issues occur from time to time and a water truck is on standby should any safety concerns arise.

The following claims have been made to the funding body:

Item	Amount (ex. GST)	Comments
Milestone 1 – 15%	\$324,941.25	Payment Received
Milestone 2 – 15%	\$324,941.25	Payment Received
Milestone 3 – 60%	\$1,299,765.00	Payment Received
Total Submitted to Date	\$1,949,647.50	Milestone 4 to be submitted upon project completion.

Progress claims to date submitted from the Contractor to Council for review are as follows:

Item	Amount (ex. GST)	Comments
Progress Claim 1	\$79,000.00	February 2021-Approved
Progress Claim 2	\$182,437.50	June 2021-Approved
Progress Claim 3	Pending, estimated around \$518,937.50	July Claim to be Submitted with the August Claim.
Variations		
Variation 1	\$20,000.00	Telstra Relocation

Total Claims Approved	\$281,437.50
------------------------------	---------------------

The contractor has submitted three (3) requests to date for an extension of time, due to inclement weather. A total of nine (9) days have been approved so far. This will not affect the outlined budget for the project. The overall project is currently tracking on time and on budget. Progress photos and the latest program of works are attached for Council viewing.

Financial implications

Funding for the construction works are fully reimbursed under the 'Fixing Country Bridges' grant scheme.

Council's contribution for the project was \$133k, covering the design aspect and project management of the works.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Council require Jackson's Bridge to be upgraded to ease the heavy vehicle restrictions and improve the freight connectivity in the area.

Funding for the project must be fully expended within 2 years of the approval of the grant.

Community Strategic Plan

Theme 2 - Infrastructure for a Sustainable Future

Recommendation:

That Council note the status of Jackson's Bridge upgrade.



Existing Bridge West Approach – Works Completed to Date



New Centre Piles in Position



East Abutment – Construction of Formwork for Piling in Progress



East Abutment - Pile Hammer in Action

10.11 Flood Damage 2019 - Update

GS:PRO:NDRD2019

Author: Director Infrastructure Services

Purpose: To update Council on the progress of the 2019 flood damage rehabilitation works.

Attachment: Flood Damage Progress Photos, Progress Map

Background

Following heavy rainfall over the Easter break and up to the 7 May 2019, Council incurred a lot of damage to their road assets from gravel section wash-outs to loss of road formation, heavy rutting and road inundation.

Following the disaster declaration Council received \$8.4 million for restoration purposes which has a deadline of March 2022.

Issues

Works are progressing well and currently the construction plan is to continue working on Merungle Road. Some minor defects have appeared on Mitchells Road and Parkers Road but these will be rectified before returning South to complete the roads inundated earlier in the month.

The upgrading of the floodway on Cannards Road will commence in early September. Works are expected to conclude over the following 3 weeks. Road closures and detours will be in place and the local public have been notified of these works.

Works have been completed in the Monia Gap area which included maintenance grading from the new works program. Due to some job costing items still being processed, costing was unavailable at the time of this report.

The total works claimable to date are outlined as follows:

Submission	Claim	Amount
Emergency Works		\$110,290.04
Immediate Reconstruction Works		\$55,409.73
Reconstruction Works	Council Portion	\$658,162.21
	Contractor Portion	\$4,621,523.87
Total		\$5,279,686.08

The following is a list of roads completed by Council up to the month of September and their associated budgets:

Road Asset Name	DRFA Budget	Expenditure FD	Expenditure Mtce	Comments
Bandy's Road	\$531.00	N/A	N/A	Repairs Complete. Cost unavailable as timesheets still processing
Eight Mile Tank Road	\$5,308.00	N/A	N/A	Repairs Complete. Cost unavailable as timesheets still processing
Flanagan's Lane	\$18,104.00	N/A	N/A	Repairs Complete. Cost unavailable as timesheets still processing
Merriwagga Road	\$382.26	N/A	N/A	Repairs Complete. Cost unavailable as timesheets still processing
Moores Road	\$2,654.40	N/A	N/A	Repairs Complete. Cost unavailable as timesheets still processing
Parslows Road	\$743.40	N/A	N/A	Repairs Complete. Cost unavailable as timesheets still processing
TOTALS	\$27,340.80			

The following is a list of roads completed by the Contractor (Symal) up to the month of September and their associated budgets:

Road Asset Name	DRFA Budget	Expenditure FD	Expenditure Mtce	Comments
Darts Road	\$56,278.77	\$46,319.97	-	Works Complete. 4.7km DRFA FD works – medium formation grading. No Mtce Grading out of scope
Dirrung Road	\$53,883.93	\$44,348.92	\$4,207.95	Works Complete. 4.5km DRFA FD works - medium formation grading. Rest of road mtce graded
Greenhills Road	\$414,332.12	\$341,014.11	\$19,066.05	Works Complete. 4.78km DRFA FD works - medium formation grading & gravel resheeting. Rest of road mtce graded
McMasters Road	\$29,208.01	\$24,039.52	\$18,878.40	Works Complete. 2.1km DRFA FD works - medium formation grading. Rest of road mtce graded
TOTALS	\$553,702.83	\$455,722.52	\$42,152.40	

The following list outlines the works planned over the next 3 months:

Road Asset	Comments
Monia Gap Road	Council Works
Mt Daylight	Council Works
Andersons Lane	Council Works
Bandy's Road	Council Works
Barry's Road	Council Works
Billings Road	Council Works
Blackgate Road	Council Works
Burcher's Road	Council Works
Gullifers Road	Council Works
Halycon Park Road	Council Works
Heaths Road	Council Works
Jennings Road	Council Works
Johnston's Road	Council Works
Luelfs Road	Council Works
Nancarrows Lane	Council Works
Richards Road	Council Works
Ryan's Road	Council Works
Streats Road	Council Works
Whitton Stock Route	Council Works
Woods Lane	Council Works
Merungle Road	Contractor Works
Carrego Lane	Contractor Works
Youngs Road	Contractor Works

Following discussions with the Project Management team and the Contractor, a project completion date is currently set for December 2021. Council have also agreed in principal with the Contractor of a rate of \$1,350 per kilometre for maintenance grading (out of scope works). The out of scope works will be completed concurrently with the flood damage works on each road.

Council is working closely with the community to be certain there is as little interruption as possible for road users, especially during the harvest seasons. Attachment 1 (Flood Damage Progress Photos) and attachment 2 (DRFA Progress Map) outlines the project in more detail.

Financial implications

The aforementioned projects are reimbursed from the Australian Government Office of Emergency Management (OEM).

Councils co-contribution for this event was \$24,180.

Council can make claims for each asset based on actual expenditure only.

The causeway constructions at Carnell's, Cannard's and Pleasant Valley Way are covered under the roads to recovery program.

Out of scope works have been agreed to in principal at a rate of \$1,350 per kilometre. These works will be funded from Councils maintenance budget.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

All flood damage is to be completed by March 2022.

Community Strategic Plan

Theme 2 - Infrastructure for a Sustainable Future

Recommendation:

That Council note the progress of the 2019 flood damage rehab works for August

ATTACHMENT



Photo 1 – Merungle Road – Flood Damage



Photo 2 – Merungle Road – Post Treatment

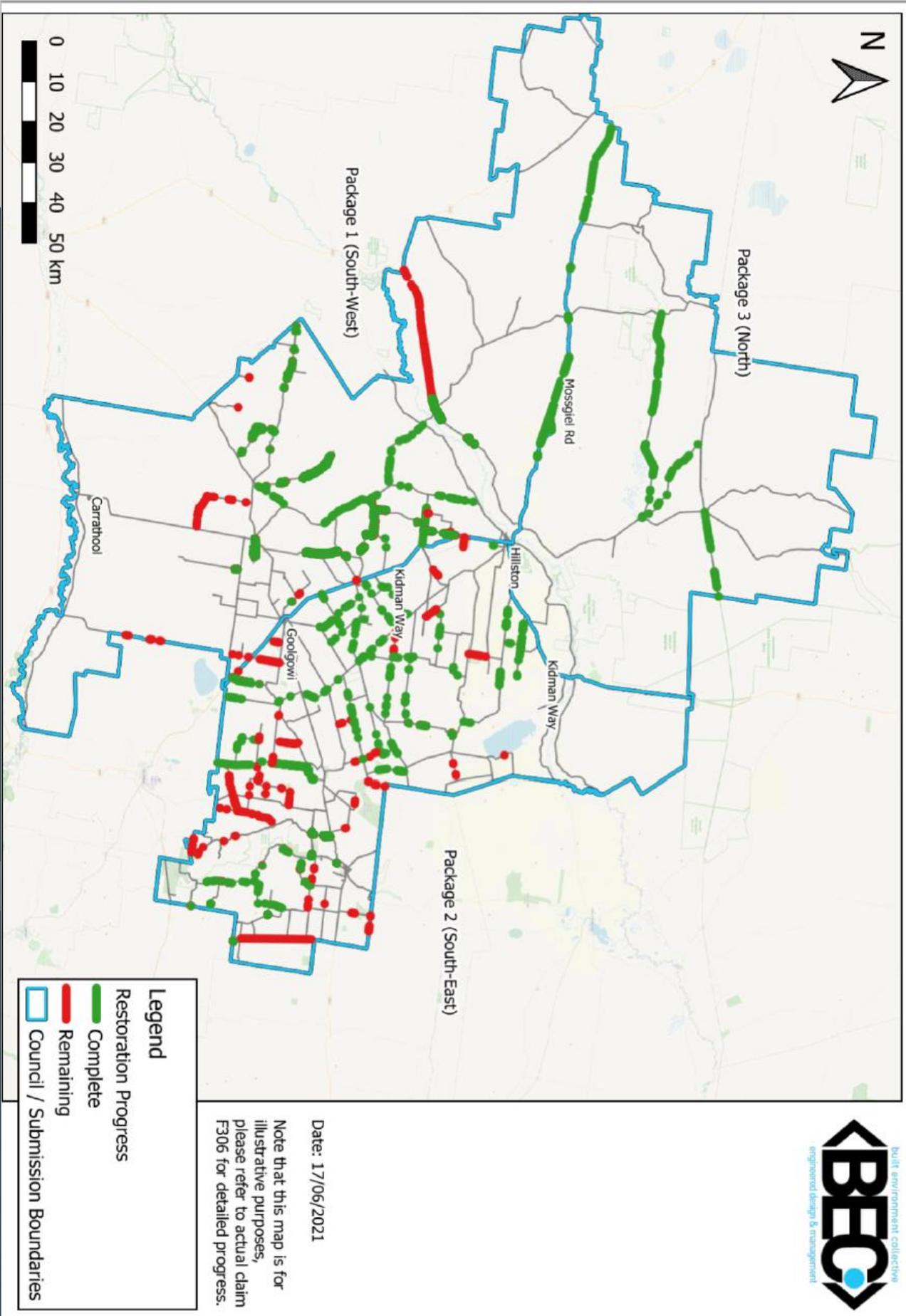


Carnell's Road – Completed Floodway



Pleasant Valley Way – Completed Floodway

Progress Map - 7201 Carrathool Shire Council, AGRN 869; Carrathool Floods - 22 April Onwards.



10.12 Heavy Vehicle Access Update

RDS:ACRC

Author: Director Infrastructure Services

Purpose: To inform Council of the Heavy Vehicle access updates on Council's road network

Attachments: List of approved/non-approved roads for HV Access

Background

At the June Council meeting, Council approved various roads for heavy vehicle (class 2 - A/B Double) access, resolution 1683, in accordance with the following conditions:

- vehicles under 36.5 metres in length.
- maximum of 60kph on local roads excluding arterial roads where the sign posted speed limit shall apply.
- operators to check with Council for Road Closures.
- operator is to carry out their own risk assessment of the route prior to travel to determine if the route is safe.
- operator is responsible for any damage caused to Council infrastructure.

Issues

This report provides additional information on the heavy vehicle permit process and provides updated confirmation for Council on approved road train routes for A/B Double vehicles.

Heavy Vehicle Permit Process:

Heavy vehicle approvals under the National Heavy Vehicle Regulator (NHVR) take two forms:

1. Approval of roads as heavy vehicle (B-double, road train and Higher Mass Limit (HML)) routes:
 - a. Council applies to NHVR to have a road considered for approval. Description of the road condition, geometry and the reason why the road should be considered is listed on a form.
 - b. The form is sent to the NHVR email. Notice of receipt is given to Council.
 - c. The NHVR assesses the application and approves or denies the route and updates the mapping.
2. Approval of permits for concessional mass limit (HML), Over Size and Over Mass (OSOM) on existing heavy vehicle routes, while of interest is not part of Council's resolution
 - a. Truck operators apply to the NHVR for permission to operate on already established heavy vehicle routes. Unlike the above process, the operator must apply for a route with a specific start, end and time period.
 - b. The NHVR contacts all road authorities (e.g. Transport for NSW (TfNSW), Councils) along the route and requests they approve or deny the application. Authorities typically have 28 days to respond to these requests. Authorities can also apply specific conditions (e.g. no operation inside school zone hours, or max speed along selected unsealed routes 60kph).
 - c. Once approval is given by all road's authorities the NHVR issues the operator with a permit to operate on their specific route under the conditions set.

Council's role in both processes is to grant consent to the NHVR to approve access to restricted vehicles on their roads. The NHVR has the final say on the approvals given to operators. The approval is given based on safety and legal concerns of the truck movements on the road.

An assessment of Council's roads was undertaken with the aim of increasing heavy vehicle connectivity to the regional and state road network. Factors such as seal, formation width, intersection and hill sight distance, signage and school bus routes were reviewed.

The A-B-double road train routes (attached to this report) are a list of approved road train routes as per the Council resolution at the June meeting. The existing route is extensive and provides good connectivity throughout the area.

The aforementioned HV restriction conditions were applied to all unsealed roads to ensure the safe passage of heavy vehicle traffic and reduce accelerated degradation of the road network.

Recent discussions with staff at the NHVR is that all roads will be gazetted for the conditions approved by Council which will in turn flow through to TfNSW mapping.

Council have also requested an updated HV A-B Double route map and this will also be communicated to representatives at TfNSW, in time for the harvest seasons.

Financial implications

Maintenance grading schedule to be maintained if appropriate conditions are applied.

Statutory implications (Governance including Legal)

In line with the Heavy Vehicle National Law (HVNL)

Policy implications

As per Councils Transport Asset Management Plan.

Risk implications

Nil, once all conditions set out in approved permits are followed accordingly.

Community Strategic Plan

Section 2 - Infrastructure for a sustainable future

Recommendation:

That Council:

- 1. note that all 148 roads will be updated by National Heavy Vehicle Regulator to the conditions for heavy vehicle access as proposed by Council.**
- 2. note indications from the National Heavy Vehicle Regulator is that the roads will be gazetted and information provided to Transport for NSW.**

ATTACHMENT

NHVR - Pre-approval Road Train Routes (A-B Doubles) - July 2021

Submitted			Submitted					
Alpens Lane	131	19/07/2021	Mallee Downs Road	177	9/07/2021	Weavers Road	252	16/07/2021
Altys Road	103	1/07/2021	Mallee Point Road	178	9/07/2021	Wells Road	254	16/07/2021
Arcadia Lane	106	1/07/2021	Matakana Road	179	9/07/2021	Whealbah Road	256	16/07/2021
Audrey Lea Road	107	1/07/2021	McDonalds Road	180	9/07/2021	Wild Horse Tank Road	258	16/07/2021
Avondale Road	108	1/07/2021	McKays Road	182	9/07/2021	Wiltshire Road	259	19/07/2021
Bakers Road	110	1/07/2021	McKenzies Lane	183	9/07/2021	Wongalea Road	261	16/07/2021
Bales Avenue	101	19/07/2021	McKinley Road	184	16/07/2021	Woods Lane	262	16/07/2021
Bandys Road	204	1/07/2021	McRaes Road	186	9/07/2021	Youngs Road	264	16/07/2021
Belaley Road	114	1/07/2021	Melbergen Road	187	16/07/2021			
Berangerine Road	115	1/07/2021	Merriwagga Road	190	9/07/2021			
Boorga Road	120	1/07/2021	Merungi Road	191	12/07/2021			
Bradys Road	121	1/07/2021	Merungle Road	192	12/07/2021			
Bretags Road	122	1/07/2021	Mitchells Road	193	12/07/2021			
Brewer Road	123	1/07/2021	Motts Road	196	12/07/2021			
Bunda Road	126	1/07/2021	Mount Grace Road	145	12/07/2021			
Burchers Road	127	1/07/2021	Mt Bingar Road	197	12/07/2021			
Burgess Lane	128	1/07/2021	Mt Daylight Road	198	12/07/2021			
Cahills Road	129	1/07/2021	Muirheads Road	199	12/07/2021			
Carnells Road	132	1/07/2021	Munros Road	200	12/07/2021			
Carrego Lane	135	1/07/2021	Murrumbidgee River Road	201	16/07/2021			
Clare Road	111	2/07/2021	Nancarrows Lane	203	12/07/2021			
Coates Lane	137	2/07/2021	Monia Gap Road	202	12/07/2021			
Coombie Road	138	2/07/2021	O'Briens Road	206	13/07/2021			
Crows Nest Road	139	2/07/2021	O'Donnells Road	207	13/07/2021			
Darts Road	140	2/07/2021	Old Gunbar Road	209	13/07/2021			
Erigolia Road	144	2/07/2021	Parkers Road	210	19/07/2021			
Euratha Road	146	2/07/2021	Pinteebakana Road	216	13/07/2021			
Five Oaks Road	147	2/07/2021	Pleasant Valley Road	217	13/07/2021			
Flanagans Lane	148	2/07/2021	Prestages Road	218	13/07/2021			
Foys Road	149	2/07/2021	Redbank Road	221	16/07/2021			
Girdlers Road	153	2/07/2021	Reids Road	222	13/07/2021			
Goorawin East Road	154	2/07/2021	Richards Road	223	13/07/2021			
Goorawin Road	155	6/07/2021	Roberts Road	224	13/07/2021			
Greenhills Road	156	6/07/2021	Roto Road	225	16/07/2021			
Gunbar Road	159	6/07/2021	Saleyad Lane	267	19/07/2021			
Halcyon Park Road	160	6/07/2021	Schneiders Road	229	13/07/2021			
Higgins Lane	162	6/07/2021	Sloanes Road	232	13/07/2021			
Hillmans Lane	163	16/07/2021	Smith Road	267	16/07/2021			
Holdens Road	164	6/07/2021	Square Well Lane	233	13/07/2021			
Jardines Road	167	6/07/2021	Swansons Road	237	13/07/2021			
Jennings Road	168	6/07/2021	Taylors Road	238	13/07/2021			
Jones Road	170	6/07/2021	Vearings Road	245	16/07/2021			
Killara Road	171	6/07/2021	Wallanthery Road	247	16/07/2021			
Kites Road	172	6/07/2021	Warburtons Lane	230	16/07/2021			
Lachlan River Road	173	9/07/2021	Watkins Road	250	16/07/2021			
Lowlands Road	175	16/07/2021	Watsons Road	251	16/07/2021			

10.13 Back Hillston Road – Resheet

RDS:LR:BHR

Author: Manager Infrastructure Services

Purpose: To inform Council of the recent cost implication of gravel re-sheeting for Back Hillston Road

Attachment: Photos of Current Condition of Back Hillston Road

Background

Council requested a Project Cost Analysis to carry out a detailed engineering investigation for the purpose of widening the road pavement to 9m and to re-sheet sections of the road which have little to no gravel, and report to council on the cost implication for the rehabilitation of Back Hillston Road for 13.13kms which commences at the intersection with Bretags Road and terminates at the sealed section of Tyson’s Road.

The scope for the proposed works required a 50mm gravel overlay with a 9m formation to allow for 2-way heavy vehicle traffic.

Issues

One notable issue is the majority of the current non-gravelled road pavement being lower than the surrounding land, thus leading to drainage problems and a flat road pavement. In these sections, material from the high shoulders will have to be cut away and placed onto the road in order to increase the overall height of the road pavement with a minimum 3% cross fall to facilitate water runoff. This is assuming that the transferred shoulder material is suitable to compaction processes.

There are sections along the road that are narrow to the point of 7m and this needs to be widened to 9m. However, these are few in sections and can be accomplished in the shoulder works component of the project.

The traffic on the road increases during harvest and it is also classified by council as a minor unsealed local road. The increase in heavy vehicle activity only adds to the pavement deterioration, especially in wet weather. Should Council wish to proceed with these works it will be necessary to engage a contractor if they are to be completed in the near future.

Financial implications

Below is a table of estimated cost breakdown for the rehabilitation works. There is currently no funding allocated for these works. Council may need to utilise reserve funding to have the works undertaken.

Item	Estimate Cost	Comments
Shoulder & Drainage Works	\$19,520.00	Raise road pavement in sections where required.
Shape & Form Road & Haul Gravel	\$200,562.00	Gravel haulage from Pickersgill’s Pit to Tyson’s Road – 28.5km (57km Round Trip).
Gravel Purchase	\$254,449.00	Gravel Volume: 13,754t x \$18.50/t
Total	\$474,531.00	Duration: 28 working days
Cost/Kilometre	\$36,141.00	

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

A safer road network particularly during harvest season.

Community Strategic Plan

Theme 2 - Infrastructure for a Sustainable Future

Recommendation:

That Council:

1. **note the estimated costing for gravel resheeting of sections of Back Hillston Road.**
2. **determine if the works should proceed.**
3. **identify funding sources for the works to be undertaken.**

ATTACHMENT









10.14 Plant Report

PES:MAIN:PSR

Author: Manager Fleet & Town Services

Purpose: Plant Report as per 8 September 2021

Background

PLANT NO	HOURS KMS	TYPE	DETAILS
2052	7,798 hrs	Garbage Truck	Replace bin lift arm sensor unit.
3061	4,821 hrs	John Deere Tractor	Replace hand clutch control unit and upgrade software to computer
2063	302,717 kms	Kenworth truck	Replace Air Conditioner fan and resistor
5110	547 hrs	Ride on mower	Repair deck cover. Replace blades. Overhaul Starter motor.
2577	11 yrs old	Tri Star Side Tipper	Repair electrical wiring. Replace seal in tipper ram.

Issues

Nil

Financial implications

Repairs made from existing budget.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

If repairs are not made safety issues would remain.

Community Strategic Plan

Nil

Recommendation:

That the Plant Report for August 2021 be received.

10.15	Plant Replacement
--------------	--------------------------

PES:AD:CRRPD

Author: Manager Fleet & Town Services

Purpose: Plant Replacement Report for September 2021

Background

The following vehicles were replaced during September as per the adopted replacement schedule for 2021/2022.

Plant No. 1854 Ford Ranger 4x4 Dual Cab Tray back utility Rego: CW61DT (40,000km) – Northern overseers vehicle.

Budget \$4,116.88 under 2021/22 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Lanhams Motors Griffith	Ford Ranger XL 4x4 Auto Diesel Dual Cab Utility	\$42,050.03
Successful Purchase		
Pickles Auctions	36 Nagle Street, Wagga Wagga NSW 2650	\$36,530.91
Changeover cost (after GST adjustment)		\$5,519.12

Plant No. 1576 Ford Ranger 4x2 Dual Cab diesel auto utility Rego: CV37GM (45,000km, 2 yrs old) – Northern works vehicle

Budget \$5,735.91 under 2021/22 budget estimates

		Amount \$ (excl GST)
Successful Supply		
Lanhams Motors Griffith	Ford Ranger XL 4x2 Auto Diesel Dual Cab Utility	\$33,173.00
Successful Purchase		
Lanhams Motors Griffith	1 Ebert Street, Griffith NSW 2680	\$29,090.91
Changeover cost (after GST adjustment)		\$4,082.09

Plant No. 1570 Isuzu DMax 4x2 Dual Cab diesel auto utility Rego : CV50HM (40,000km, 2 yrs old) – Northern works vehicle.

Budget \$10,000.45 under 2021/22 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Lanhams Motors Griffith	Ford Ranger 4x2 Auto Diesel Dual Cab Utility	\$33,173.00
Successful Purchase		
Valley Motor Auctions	47 Munibung Road, Cardiff NSW 2285	\$29,355.45
Changeover cost (after GST adjustment)		\$3,817.55

Plant No. 1573 Ford Ranger XL 4x2 Dual Cab utility Rego : CV24MY (55,000km, 2 yrs old) – Southern works vehicle.

Budget \$7,917.73 under 2021/22 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Lanhams Motors Griffith	Ford Ranger XL 4x2 Auto Diesel Dual Cab Utility	\$33,173.00
Successful Purchase		
Lanhams Motors Griffith	1 Ebert Street, Griffith NSW 2680	\$27,272.73
Changeover cost (after GST adjustment)		\$5,900.00

Plant No. 1825 Toyota Prado GX Wagon Rego : DWG25L (45,000km, 3 yrs old) – Doctors vehicle.

Budget \$18,187.29 under 2021/22 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Owen Toyota Griffith	Toyota Camry Ascent Hybrid Sedan	\$27,722.07
Successful Purchase		
Blacklocks Motors	587 Wagga Road, Lavington NSW 2641	\$45,636.36
Changeover cost (after GST adjustment)		Cash back \$17,914.29

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That Council receive the Plant Replacement report for August 2021.

10.16 Rural Water Schemes Waterline Vegetation Clearing

WS:MNTCE:WMP

Author: WHS / Risk Officer

Purpose: To inform Council of the status of rural water schemes waterline vegetation clearing.

Attachment: Various site plans and photos

Background

Council operates four Rural Water Supply Schemes throughout the Shire. These Schemes equate to hundreds of kilometres of pipelines that supply raw water to a number of properties in the Shire. Some of these Schemes have been providing this service for over 40 years, with very little maintenance.

Issue

Council Rural Water Supply lines require attention due to neglect of maintenance over the last two decades. Water lines are overgrown to the point that access for general inspection and repair of assets is nearly impossible. An inspection of the water lines across the Rankins Springs, Bunda and Yoolaroi Schemes revealed 130 kilometres of water lines require vegetation management. Consideration will be made to carry out work within Council or to engage contractors.

Scope of Works

Vegetation over waterlines needs to be cleared so that machinery can travel along the line and provide maintenance to the underground asset when required.

Rankins Springs Scheme		
Location	Km's to be Cleared	Vegetation Density
Wollarma Road	2	Medium
Eckermann's Farm	1	Light
Black Gate Road	3	Medium
Whitton Stock Route	12	Light to medium
Streats Road, Barry Road	11	Medium
Erigolia Road	8	Light to Medium
Grieves Road	5.6	Heavy
Gullifers Road	10.8	Light to Medium
Total	56.4	

Yoolaroi Scheme		
Location	Km's to be Cleared	Vegetation Density
Wollarma Road to Y2	7.6	Light to Medium
Y2 to Mid-Western Hwy	4.3	Heavy
Mid-Western Hwy	4.1	Medium
Youngs Road	4	Heavy
Back Hillston Road to Wells Road	4.8	Light to Heavy
Melbergen Road	14.5	Medium
Holden Road	5	Medium
Wollarma Road to Pickersgill's Farm	3	Light
O'Donnell and Stackpoole Roads	7.3	Medium
Total	54.6	

Merriwagga / Bunda Scheme		
Location	Km's to be Cleared	Vegetation Density
Merriwagga Road	5	Light to Medium
Bunda Road to Prestages Road	7	Medium to Heavy
Prestages Road to Wallanthery Road	6	Light
Wallanthery Road	2	Light
Total	20	

Options

Water staff from Goolgowi were recently discussing (with a reasonably knowledgeable man from Goolgowi) work needed to place underground a repaired water pipe and clear the vegetation on the route prior to undertaking the work on the Merriwagga Road. The suggestion was made it may prove more cost effective within smaller pipelines to relay pipe closer to the road where clearing may not be necessary and could be maintained with normal road maintenance. Consideration will be given to this idea when scoping works to clear heavy vegetation over the rural scheme network.

Financial implications

Council is in the process of calling for quotations to determine costs of potential clearing of the pipelines.

At present the schemes have the following bank balances:

Goolgowi Water Supply (includes Langtree, Merriwagga, and Yoolaroi)	\$1,165,000
Rankins Springs Water Supply (both rural and urban)	\$1,054,000
Melbergen Water Supply	\$196,000

Statutory implications (Governance including Legal)

Nil

Policy implications

In accordance with the Councils Procurement Policy

Risk implications

Nil

Community Strategic Plan

Theme 2 - Infrastructure for a sustainable future

Recommendation:

That Council:

1. note the report regarding the need for vegetation clearing on the rural water supply schemes.
2. consider the cost and scope of the works once quotations have been received.

ATTACHMENT

Section	1	Wollarma Rd to Y2
		
Section Length	8 km	
<p>Description:</p> <ul style="list-style-type: none"> • Patches of dense scrub spread intermittently along. • Evidence of clearing done in the past which has kept most of the larger trees from growing on the track. • Areas where larger trees have branches encroaching over the track preventing maintenance to be done. 		
		

Section	6	Back Hillston Rd
		
Section Length	4.5km	
Description:		
<ul style="list-style-type: none"> • Tall Pine and Wattle trees running on top of the waterline. • Water line runs between fence line and the road in a 6m road reserves. • Removal of these trees may require removal of waste vegetation for site. 		
		

Section	4	Streats and Barrys Rd
		
Section Length	11 km	
Description:		
<ul style="list-style-type: none"> • Water pipe running along fence line • Patches of dense scrub. • Rows of large trees on water line. 		
		

10.17 Development Applications August 2021

GOV:MTG:CR

Author: Manager Building & Regulatory Services

Purpose: Development Applications & Determinations – August 2021

Background

Lodgements

Type/No.	Name	Address	Development
DA2022/005	John & Dorothea Ward	Murrumbidgee River Road Carrathool NSW 2711	Subdivision
DA2022/006	Allan & Karlene Hutchison	'Allarosa' 255 Lachlan River Road Hillston NSW 2675	Manufactured dwelling
DA2022/007	Kalrag Pty Ltd	'Koomaringa' 439 Wiltshire Road Rankins Springs NSW 2669	Subdivision
DA2022/008	Hugh Cashmere	11 Boundary Road Hillston NSW 2675	Subdivision
DA2022/009	Bellquin Pty Ltd	'Quindalup' 5057 Murrumbidgee River Road Carrathool NSW 2711	Prefabricated building
Total Estimated Value Of Works			\$680,000.00

Determination: Approved

Type/No.	Name	Address	Development	Processing Time
DA2021/009	Australian Executor Trustees Limited	'Tocabil' 15155 Kidman Way Wallanthery NSW 2675	Flood Mitigation Works - Levee	217

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That the Determinations for Development Applications report for August 2021 be noted.

10.18 Development Application 2022/001 – Water Storage Dam

DA2022-001

Author: Manager Building and Regulatory Services

Purpose: Development Application for Determination by Council.

Attachment: Draft Conditions DA2022/001

Background

On 6 July 2021, Carrathool Shire Council received a Development Application (DA) and supporting documentation from Kelvin Furner for the construction of a 450ML water storage dam to be located at Lot 54, DP 756073, 134 Tabbita Lane Carrathool NSW 2711.

The subject site is Zoned RU1-Primary Production.

The proposal aims to improve the primary production operation of the existing property by constructing a 450ML dam in a strategic location on the property to ensure a consistent supply of water and expand the irrigated area of the farm holding.

The proposed development is ‘Integrated Development’ in accordance with Section 4.46 of the *Environmental Planning and Assessment Act 1979* due to a requirement for a Water Supply Work approval which is issued by WaterNSW.

Description of Proposed Development

The proposed dam will have an area of approximately 16Ha with a maximum depth of 4.4 metres. The dam will be supplied through an existing water entitlement from Murrumbidgee Irrigation (MI). The objective of the dam is to;

- Access additional supplementary water delivered through MI’s system;
- Ensure that a sustainable irrigation water supply can be stored and is available to the applicant on demand to meet the requirements of the several crops planted in the farm holding at various times throughout the year;
- To capture and reuse drainage water from the farm holding; and
- Minimise water loss.

Subject Site

The subject site is Lot 54, DP 756073 ‘Belah’ 134 Tabbita Lane Carrathool NSW 2711 with the Lot being approximately 546 Ha in size.

Financial implications

Nil

Statutory implications (Governance including Legal)

The application has been assessed in accordance with Section 4.15 of the *Environmental Planning and Assessment Act 1979* and associated Regulations.

Policy implications

Nil

Risk implications

The applicant has appeal rights to the Land & Environment Court should they be dissatisfied with the determination or conditions applied to the consent.

Community Strategic Plan

Nil

Recommendation:

That Council resolves to grant Development Consent DA2022/001 for the construction of a water storage dam subject to conditions imposed.

ATTACHMENT

DRAFT CONDITIONS DA2022/001

GENERAL

1. Development Consent is issued subject to the conditions stated hereunder, in accordance with Section 4.17 of the Environmental Planning and Assessment Act 1979. Consent is granted for the construction of a **450ML Water Storage Dam**.

To confirm and clarify the terms of consent, the development must be carried out in accordance with the following (and as per conditions of this development consent):

- a) Geotechnical Investigation – ‘*Proposed Water Storage Dam, “Belah” Tabbita Lane, Carrathool, NSW*’ by Aitken Rowe Geotechnical Engineering dated 19 January 2021.
 - b) Leak Detection Plan – ‘*Proposed 415ML Water Storage Dam, Lot 5, Carrathool Road Gunbar, NSW*’ by Aitken Rowe Environmental Consultancy dated 25 May 2021.
 - c) *Statement of Environmental Effects 450ML Irrigation Dam on Lot 54 DP756073 – Belah Farm Holding in Carrathool* by SKM Planning.
 - d) Drawings: A3-(547919, 547920, 547921, 547922, 547923 & 547924) Rev 2A by PHL Surveyors dated 26/04/21.
2. The applicant must comply with all prescribed conditions of development consent relevant to the proposed development as contained within division 8A of the *Environmental Planning and Assessment Regulation 2000* (as detailed at the end of this consent).

PRIOR TO THE COMMENCEMENT OF ANY WORKS

3. Erosion and sediment control measures shall be undertaken and maintained in respect to any part of the land where the natural surface is disturbed or earthworks are carried out. Measures are to be installed in accordance with the details specified in the Soil and Water Management Plan which forms part of the approved Construction Management Plan.
4. Council is to be provided with a copy of the new or amended water supply work(s) approval issued to the Applicant.
5. A Waste Management Plan is to be submitted to Council. The plan must detail estimated waste generation, on-site storage and proposed disposal.

WATER NSW – GENERAL TERMS OF APPROVAL



General Terms of Approval

for proposed development requiring approval under s89, 90 or 91 of the Water Management Act 2000

Reference Number:	IDAS139280
Issue Date of GTA:	12 August 2021
Type of Approval:	450ML Storage Dam
Description:	450ML Storage Dam
Location of work/activity	Lot 54 DP 756073, 134 Tabbita Lane Carrathool NSW 2711
DA Number:	DA 2022/001 CNR-24982
LGA:	Carrathool Shire Council
Water Sharing Plan Area:	Murrumbidgee Unregulated Water Sources

The GTA issued by WaterNSW do not constitute an approval under the *Water Management Act 2000*. The development consent holder must apply to WaterNSW for the relevant approval **after** development consent has been issued by Council **and before** the commencement of any work or activity.

Condition Number:	Details
GTA00001	A. This General Terms of Approval (GTA) only applies to the proposed water supply work(s) described in the plans and associated documents found in Schedule 1, relating to development application DA 2022/001 provided by Council to WaterNSW. B. Any amendments or modifications to the proposed water supply work(s) may render the GTA invalid. If the proposed water supply work(s) is amended or modified, WaterNSW, Deniliquin Office must be notified in writing to determine if any variations to the GTA will be required.
GTA00002	Before constructing or carrying out any proposed water supply work(s), an application must be submitted to WaterNSW, and obtained, for a new or amended water supply work(s) approval under the Water Management Act 2000.
GTA00003	A. The application for a water supply work(s) approval must include the document(s) listed in Schedule 1.

8-20 Edwardes Street, Deniliquin NSW 2710 | PO Box 453 Deniliquin NSW 2710
Telephone 1300 662 077 | www.waternsw.com.au

GTA00004	Any water management work(s) must comply with the conditions of the rules of the Water Sharing Plan where the work is to be constructed and used.
GTA00005	Water NSW reserves the right to apply discretionary conditions to any approval granted, from time to time as required.
GTA00006	The water supply work must be constructed and maintained in a way that will: <ul style="list-style-type: none"> A. Ensure the work's safe construction and operation, and B. Prevent the possibility of damage being caused by the work resulting from the work, to any public or private interest
GTA00007	Monitoring piezometers must be installed to monitor the groundwater levels and quality. If monitoring shows adverse changes or impacts on groundwater levels, remedial work will be required.
GTA00008	The application for a water supply work(s) approval must include the following: The location proposed of monitoring piezometers; <ul style="list-style-type: none"> a) The proposed sampling regime of proposed monitoring piezometers. b) Proposed mitigation measures should dam leakage be identified.
GTA00009	<ul style="list-style-type: none"> a) The water management work must be constructed in accordance with the document listed in Schedule 1.

SCHEDULE 1

The plans and associated documentation listed in this schedule are referred to in general terms of approval (GTA) issued by WaterNSW for integrated development associated with DA 2022/001 as provided by Council:

- Development Application for proposed 450ML Storage Dam, Lot 54 DP 756073, 134 Tabbita Lane Carrathool NSW 2711.

DURING WORKS

6. Clearing of land, excavation, and/or earthworks, building works, and the delivery of materials shall be carried out between the following hours:
 - a) Mondays to Fridays - 6:00am to 7:00pm
 - b) Saturdays - 7:00am to 6:00pm
 - c) No work is permitted on Sundays and Public Holidays
7. All mature native vegetation to be retained within the vicinity of the proposed development must be suitably protected at all times during construction. Excess fill/spoil material resulting from the construction phase must also not be placed around any mature vegetation.
8. Requirements of the Waste Management Plan shall be complied with during site preparation and throughout construction. Waste management and storage must not pose a threat to public health or the environment.
9. Appropriate dust monitoring in accordance with the approved construction management plan is to be implemented on site. Should at any point in time during construction the established dust emission criteria adopted on site as per the approved construction management plan be exceeded, works must cease until such time appropriate dust suppression measures are implemented. Dust suppression measures must also be implemented at the request of Council should any complaints be received.
10. Noise emanating from the site during construction must not exceed 5dB(A) above the established ambient background noise level at the nearest sensitive receptor. Should any exceedances occur, works must cease and construction methodologies altered to mitigate noise. Works must also cease at Council's request should any complaints be received, and appropriate noise mitigation measures implemented to Council's satisfaction.
11. A copy of the stamped approved plans must be kept on site for the duration of site works and be made available upon request to either the Principal Certifying Authority or an officer of the Council.
12. Any fill material which may be required to be brought onto site for the proposed development must be virgin excavated natural material (VENM) as defined under the Protection of the Environment Operations Act 1997. Any excess excavated material required to be removed from the site must be disposed of lawfully at a licenced landfill.
13. If any Aboriginal object is discovered and/or harmed in, or under the land, while undertaking the proposed development activities, the proponent must:
 - a) Not further harm the object
 - b) Immediately cease all work at the particular location;
 - c) Secure the area so as to avoid further harm to the Aboriginal object;
 - d) Notify the Officer of Environment & Heritage (OEH) as soon as practical on 131555, providing any details of the Aboriginal object and its locations; and
 - e) Not commence any work at the particular location unless authorised in writing by OEH

In the event that skeletal remains are unexpectedly encountered during the activity, work must stop immediately, the area secured to prevent unauthorised access and NSW Police and OEH contacted.

ON-GOING USE

14. No alteration, expansion or the like of the proposed development (with the exception of routine maintenance) is permitted to occur without prior approval of Council.

15. The storage dam must be monitored on a daily basis to assess the integrity of the embankments and general storage operation. Monitoring must be recorded and available for inspection by Council. Should the embankment require capping and/or topping up to approved design levels as part of routine maintenance, this must be completed under the supervision of a suitably qualified and experienced Engineer.

PRESCRIBED CONDITIONS OF DEVELOPMENT CONSENT

16. For a development that involves any building work, that the work must be carried out in accordance with the requirements of the *Building Code of Australia*.
17. In the case of residential building work for which the *Home Building Act 1989* requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.
18. For development that involves any building work, subdivision work or demolition work, a sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - c) stating that unauthorised entry to the work site is prohibited.

Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

The reason for the imposition of the above consent conditions is as follows:-

1. To achieve the objectives of *Section 1.3 of the Environmental Planning and Assessment Act 1979*, having regard to the relevant matters for consideration contained in *Section 4.15 of the Act and the Environmental Planning Instruments* applying to the land;
2. To ensure compliance with the *Building Code of Australia*, to enable the achievement and maintenance of acceptable standards of structural sufficiency, safety, health and amenity, for the benefit of the community now and in the future;
3. To confirm the details of the application and plans submitted by the applicant;
4. To ensure compliance with relevant planning controls;
5. To ensure that appropriate environmental protection measures are in place;
6. To ensure the development complies with the requirements of Council policies;
7. To ensure that works do not interfere with reasonable amenity expectations of residents and the community.

ADVICE TO APPLICANT

1. The above consent is not an approval to commence work or to carry out any structural work. A Construction Certificate under Part 4 of the Environmental Planning & Assessment Act 1979 (preceding the 1 March 2018 amendments) shall be sought and obtained before any work is carried out to implement the above consent. Also, the applicant is not relieved of any obligation to obtain an approval required under any other Act.

2. This Notice of Determination does not remove the applicant's obligation to obtain approvals required by any other legislation.
3. *Part 8, Sections 8.3 and 8.7 of the Environmental Planning and Assessment Act 1979* confers on the applicant who is not satisfied with determination of the consent authority a right of appeal to the Land and Environment Court exercisable within 6 months of receipt of this notice.
4. Any person who contravenes this Notice of Determination of the above consent shall be guilty of a breach of the *Environmental Planning and Assessment Act, 1979*, and shall be liable to a monetary penalty and/or a restraining order which may be imposed by the Land and Environment Court.
5. The applicant should be aware of the provisions of the *Disability Discrimination Act 1992*. This Act imposes responsibilities additional to planning legislation.
6. Prior to commencing works on site, Telstra's "Dial Before You Dig" should be contacted by phoning 1100 (follow the prompts) and provide the following details:
 - Street name and number;
 - Side of street (north side, east or west);
 - Distance to nearest cross street
7. *Division 8.2 of the Environmental Planning and Assessment Act 1979* confers on the applicant the right to request Council to conduct a Review of this Notice of Determination within 6 months of receipt of this notice.

10.19 Carrathool Shire Council Community Participation Plan

CM:PLN:SCBP

Author: Manager Building and Regulatory Services

Purpose: To request that Council place the draft Carrathool Shire Council Community Participation Plan (CPP) on public exhibition for a period of 28 days.

Attachment: Draft Carrathool Shire Council Community Participation Plan

Background

Recent changes have been made to the *Environmental Planning and Assessment Act 1979 (EP&A Act)* requiring all planning authorities, requiring Carrathool Shire Council, to prepare a Community Participation Plan (CPP) outlining how the authority will engage with the community in carrying out its planning functions.

Issues

A Community Participation Plan (CPP) is to detail how and when a planning authority (Council) will undertake community participation when exercising relevant planning functions. Further, the EP&A Act requires a planning authority (Council) to have regard for the following functions when preparing a CPP:

- a) The community has a right to be informed about planning matters that affect it.
- b) Planning authorities should encourage effective and ongoing partnerships with the community to provide meaningful opportunities for community participation in planning.
- c) Planning information should be in plain language, easily accessible and in a form that facilitates community participation in planning.
- d) The community should be given opportunities to participate in strategic planning as early as possible to enable community views to be genuinely considered.
- e) Community participation should be inclusive and planning authorities should actively seek views that are representative of the community.
- f) Members of the community who are affected by proposed major development should be consulted by the proponent before an application for planning approval is made.
- g) Planning decisions should be made in an open and transparent way and the community should be provided with reasons for those decisions (including how community views were taken into account).
- h) Community participation methods (and the reasons given for planning decisions) should be appropriate having regard to the significance and likely impact of the proposed development.

A CPP must also include mandatory requirements that are detailed in Schedule 1 of the EP&A Act, including public exhibition periods and requirements for plans, development applications, and other matters, and the giving of reasons for decisions made by Council.

A draft CPP has been prepared on the basis of the above considerations. The draft CPP has been designed to make participation in planning clearer for the community. It does this by setting out in one place how and when the community can participate in the planning system, Council's functions and different types of proposals.

Summary

The purpose of this report is for Council to consider the draft Community Participation Plan as required by the provisions of the Environmental Planning and Assessment Act 1979.

The reports recommend that Council endorse the draft Community Participation Plan for the purposes of public exhibition and should no submissions be received the plan be adopted.

Financial implications

There will be no financial impact associated with the exhibition of the draft Community Participation Plan.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That Council:

1. place the draft Community Participation Plan on public exhibition for a period of 28 days seeking submissions from the public.
2. consider the adoption of the plan at the next Council meeting following the close of the submission period.

ATTACHMENT

Carrathool Shire Council



COMMUNITY PARTICIPATION PLAN



Application	Staff, community members, contractors, Council stakeholders
Responsible Officer	MBRS
File No	
Authorised by	Council
Effective Date	
Distribution	Internet/Intranet
Document Id	

TABLE OF CONTENTS

1.0	COMMUNITY PARTICIPATION IN PLANNING DECISIONS.....	3
1.1	Objectives	3
1.2	Why is Community Participation Important?	3
1.3	What is the purpose of our Community Participation Plan?	3
1.4	Who does this Community Participation Plan apply to?	3
2.0	HOW THE COMMUNITY CAN PARTICIPATE IN THE PLANNING SYSTEM	4
2.1	Our Approach to Community Participation	4
3.0	THE ROLE OF EXHIBITIONS IN THE PLANNING SYSTEM	5
3.1	Exhibitions	5
3.2	Requirements for Exhibition	6
3.3	Exhibition Timeframes	6
3.4	Key Points to note about Public Exhibitions	8
3.5	When notification is not required	8
4.0	MAKING A SUBMISSION.....	9
4.1	How can Development Applications/Planning Documents be viewed by the public?	9
4.2	Can I make a submission?	9
4.3	How will submissions be considered?	9
4.4	What does my submission need to include?	9
4.5	Is Council obligated to notify the public of outcomes of the assessment?	10
4.6	How can the public lodge submissions?	11

1.0 COMMUNITY PARTICIPATION IN PLANNING DECISIONS

Carrathool Shire Council (Council) recognises community participation throughout the planning system delivers better planning results for residents, businesses and visitors of Council.

Ultimately, our responsibility is to deliver the objectives of various Acts, including the *Environmental Planning and Assessment Act 1979* (EP&A Act) as well as the promotion of orderly and economic use of land, facilitating ecologically sustainable development and promoting social economic wellbeing.

Community participation is an overarching term covering how we engage the community in our work under the EP&A Act, including re-zonings and making decisions on proposed development. The level of extent of community participation will vary depending on the scope of the proposal under consideration and the potential impact of the decision.

The community includes anyone who is affected by the planning system and includes individuals, community groups, Aboriginal communities, peak bodies representing a range of interests, businesses and State and Commonwealth Government agencies.

1.1 Objectives

The community participation plan objectives are to ensure

- Participation is open and inclusive
- Is easy
- Is relevant
- Is timely
- Is meaningful

1.2 Why is Community Participation Important?

- It builds community confidence in the planning system
- Community participation creates a shared sense of purpose, direction, and understanding of the need to balance environmental changes against amenity considerations
- It provides decision-makers access to community knowledge, expectations, ideas, and expertise.

1.3 What is the purpose of our Community Participation Plan?

The Community Participation Plan (CPP) is designed to make participation in planning clearer for the Carrathool Shire community. It does this by setting out in one place how and when you can participate in the planning system, our functions and different types of proposals. This CPP also establishes our community participation objectives which we use to guide our approach to community engagement.

1.4 Who does this Community Participation Plan apply to?

This CPP is a requirement of the EP&A Act (see Division 2.6 and Schedule 1 of the EP&A Act) and applies to the exercise of planning functions by the General Manager (and their delegates and nominees), when exercising consent authority functions on behalf of the Council. The CPP will be reviewed on a periodic basis. The CPP applies to the Carrathool Shire Local Government Area (LGA) and the planning functions under the EP&A Act 1979.

A CPP of Council also applies to the exercise of the Council's relevant planning functions by a Sydney district or regional planning panel, and by a local planning panel.

A break down of the type of functions that the Plan applies to is delineated in Table 1:

Table 1. What functions does the Plan apply to?	
Plan-making	<p>Strategic planning is an essential aspect of Council's planning functions, where the strategic direction for the environmental planning and development is set. This involves planning for communities which integrates social, environmental, and economic consideration.</p> <p>Examples of this work include amendments to or the creation of the LEP, development control plans, contribution plans, specific land use strategies, and the like.</p>
Development Applications	<p>The Regional Planning Panel, the Council, the General Manager of the Council, and delegated officers all make planning decisions on a range of developments (Development Applications). When making decisions on these developments, consideration is given to whether land use proposals are in accordance with the strategic priorities of Council, the NSW Government, relevant legislation, and the public interest.</p> <p>Proposals assessed may be in relation to residential, industrial/commercial, rural, and physical or social infrastructure developments. In these proposals, the planning assessment phase is just one aspect of the overall project lifecycle. At other phases of the project, separate community engagement may be undertaken by proponents/developers, or other government agencies.</p> <p>Note that this plan does not apply to "Complying Development". Complying Development provisions are administered by DPIE and these types of development are not subject to local requirements for exhibition periods, and submissions cannot be considered on proposed Complying Development.</p>
Activities	<p>Council is often the determining authority for its own activities which relate to Council's role as a "public authority", e.g. Council could be the determining authority and the proponent when undertaking works in a public park.</p> <p>Sometimes, these activities are of such a scale that before works can occur, an Environmental Impact Statement (EIS) is required to be prepared in accordance with DPIE requirements. These EISs are subject to scrutiny from the public, and so this Plan applies to these types of scenarios.</p>

2.0 HOW THE COMMUNITY CAN PARTICIPATE IN THE PLANNING SYSTEM

To achieve our community participation objectives, we design our engagement approach so that even where there may not be community wide consensus on the decision or outcomes, there can be acknowledgement that the process was fair with proper and genuine consideration given to community views and concerns.

2.1 Our Approach to Community Participation

To achieve the benefits of community participation in the planning system we will tailor the following community participation approaches for all planning functions.

Table 2. Community participation approach		
What	When	How
LEVEL 1: INFORM		
We will review all Development Applications to determine whether they should be placed on public exhibition in a timely manner.	We make this decision as soon as practical after the application is lodged with Council and commence public exhibition and neighbour notification as appropriate.	Advertisements in the local paper, letter mail outs, our website, social media announcements, emails, information sessions etc. as deemed appropriate.
LEVEL 2: CONSULT		
We consult with the community and invite them to provide their views and concerns on a development application or other planning function.	During the public exhibition period, we seek your views and concerns. We welcome feedback as a submission in a formal exhibition, or at other times if appropriate.	Public exhibition, drop in sessions, walking tours, one on one engagement, emails and phone calls as deemed appropriate.
LEVEL 3: CONSIDER		
We respond to the community's views by addressing concerns raised.	In reaching a decision we consider your views and concerns, and outline how we have addressed them in the assessment.	Phone calls, emails, opportunities to speak at Council Meetings and targeted consultation as appropriate.
LEVEL 4: DETERMINATION		
We notify the community of decisions on proposals and detail how their views were considered in reaching the decision.	In reaching a decision we consider your views and concerns, and notify you of the reasons for the decision and how community views were considered.	Updates on websites, publication of submission reports, letters to submitters. Council publishes a "Statement of Reasons" on consent for each Development Application.

3.0 THE ROLE OF EXHIBITIONS IN THE PLANNING SYSTEM

Opportunities to participate in the planning system will respond to the nature, scale and likely impact of the proposal or project being considered or assessed. A regular and valuable way for the community to participate in the planning system is by making a submission on a proposal during exhibition. You can also provide us with feedback at any time.

3.1 Exhibitions

A key technique we use to encourage community participation is formal exhibition. During an exhibition we make available relevant documents that may include a draft policy, plan or proposed development that we are seeking community input on. In conducting an exhibition, we receive submissions and we maintain privacy of the submitter.

In reaching decisions on proposals that have been exhibited, the Council, the General Manager, and delegated officers balance a wide range of factors to ensure that decisions are in the public interest. This includes considering the objectives of the EP&A Act, the strategic priorities of Council, the community's input, the land use priorities identified in strategic plans and applicable policies and guidelines.

It should be noted that submissions may be made available to the applicant and the public – this may include publication on Council's website, in accordance with Schedule 1 clause 3 of the *Government Information (Public Access) Regulation 2018*.

Personal information about people who make submissions will not be included, in accordance with Section 4 and 18 of the *Privacy & Personal Information Act* and Section 14 of the *Government Information (Public Access) Act 2009*.

3.2 Requirements for Exhibition

Before a draft planning document/plan or development application can be publicly exhibited, it requires Council endorsement. Exhibition requirements are shown in the tables below.

Public engagement for these planning documents will include (and will be not limited to):

- Available in hard copy at Council's administration offices
- A notice on Council's website
- Notification via letters to neighbours and adjoining and surrounding property owners
- Advertisement in the local paper for certain plans and applications

3.3 Exhibition Timeframes

There are both mandatory and non-mandatory requirements that apply to public exhibition of a development application or plan. The mandatory requirements legally safeguard the community's right to comment on planning that affects them. Non-mandatory requirements reflect best practise in ensuring that the intention to actively involve the community in planning is honoured.

Council will always exhibit a proposal in accordance with mandatory minimum timeframes contained in Schedule 1 of the *Environmental Planning & Assessment Act 1979*, but may elect to extend exhibition time frames beyond the mandatory minimum when having regard to public interests principles, and the scale and scope of development.

Table 3. Mandatory minimum exhibition timeframes – Plan Making	
Draft community participation plan (this plan)	28 days
Planning proposals for local environmental plans subject to a gateway determination	28 days unless otherwise specified in the Gateway Determination
<p>Reclassification of land</p> <p>Land in Council ownership must be classified for either community or operational use under the <i>Local Government Act 1993</i>. Community land is land designated for use such as community halls, libraries and recreational facilities. Operational land serves a commercial or operational function such as offices, work depots, or land that is being retained for strategic reasons. When land comes into community ownership, such as new sportsgrounds, they need to be classified correctly. In addition, Council sometimes reclassifies land that it no longer requires for community use to allow leasing or sale of land.</p> <p>Example: Reclassification of community land to operational land at various sites across the Shire.</p>	28 days and a public hearing scheduled for at least 21 days after the public exhibition occurs
Local Approvals Policy – significant changes – new uses added or significant amendment made	28 days

Draft Development Control Plan	28 days
Draft Contribution Plan	28 days
Local Strategic Planning Statement	28 days
Planning Agreement	28 days

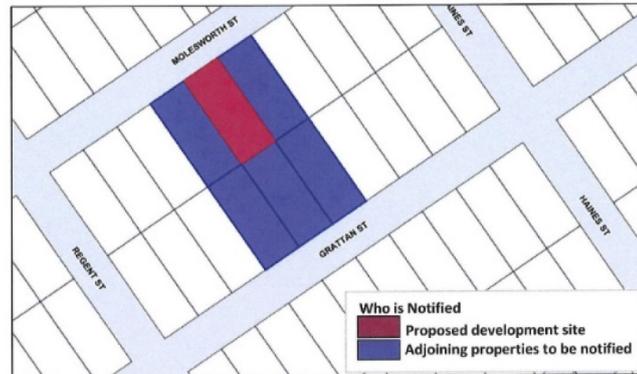
Table 4. Non-mandatory minimum exhibition timeframes – Other Plan Documents	
Policies or guidelines	28 days
Plans for urban renewal areas or masterplans	42 days
Re-exhibition of any matter	As per the original exhibition period
State Environmental Planning Policies (SEPPs)	Discretionary based on the urgency, scale and nature of the proposal

Table 5. Mandatory minimum exhibition timeframes – Development Applications	
Application for development consent for Designated Development	28 days
Application for development consent for State Significant Development	28 days
Application for Nominated Integrated or Threatened Species Development	28 days
Application for development consent that is required to be publicly exhibited by the EP&A Regulation but not covered in the tables elsewhere	28 days
Integrated Development	28 days
Environmental Impact Statement (under division 5.1 or 5.2)	28 days
Modification of a Development Application, made under Section 4.55(2) or Section 4.56 of the EP&A Act	However long the original development application was exhibited for.
Application for development consent (other than for complying development certificate, for designated development, for State significant development, for nominated integrated development or for threatened species development)	14 days or: a) If a different period of public exhibition is specified for the application in the relevant community participation plan — the period so specified, or b) if the relevant community participation plan specifies that no public exhibition is required for the application — no public exhibition.

For the purpose of neighbour notification, adjoining and surrounding properties means land that is adjacent, opposite to, or in the vicinity of a site where an application for development has been received.

In the diagram below the properties shaded red are subject to a development application. Properties that are shaded blue are classed as 'adjoining land' for the purpose of this CPP.

Figure 1 – Adjoining and Surrounding Properties



3.4 Key Points to note about Public Exhibitions

- The exhibition dates will be outlined in the local newspaper ad (for advertised proposals) and in neighbour notification letters. The closing time for an exhibition period will always be "close of business".
- Timeframes are in calendar days and include weekends and public holidays.
- The exhibition period will always be due to close on a weekday.
- If the closing day is a weekday and that weekday is a public holiday, Council may extend the exhibition period to finish on the first available work day.
- The period between 20 December and 10 January (inclusive) is not included in the calculation of a period of public exhibition. This means that extra days (at least 22 calendar days) will be added to the exhibition period if a proposal is exhibited at any point during the Christmas/New Year phase of 20 December to 10 January.
- All exhibited material will exclude sensitive or private information, such as floor plans for residential accommodation, and proponent details such as phone numbers and signatures.
- Determination of plans, applications, or activities will not be finalised until after the exhibition period has closed, and all relevant submissions have been considered, per statutory obligations.
- A public authority is not required to make available for public inspection any part of an Environmental Impact Statement (EIS) whose publication would, in the opinion of the public authority, be contrary to the public interest because of its confidential nature or for any other reason.

3.5 When notification is not required

Council will not give notice of a application/modification application in the following instances:

- An application is received for Complying Development;
- Council has already given notice under this policy of a development application on the same site which is substantially the same in terms of height and external configuration;
- The proposed building works are internal and not visible from 'adjoining land' and/or there is no alteration to the height of external configuration ;
- The application is rejected on the basis of inadequate, unclear or illegible documentation/plans;
- An application is received for an extension of time to start an approved development;
- An application is received to carry out alterations or additions for the purpose of a fire safety upgrade of an existing building;

- A development application is received for a subdivision (Torrens title, strata or company title) (except where the Council officer with delegated authority deems it appropriate);
- A development application is received for demolition (other than for heritage items/within a heritage conservation area);
- A development application is received for a sign for a commercial or industrial use which would not have a significant and substantiated adverse impact on residential properties, on 'adjoining land' or the safe and efficient operation of the road network;
- An application under Section 68 of the *Local Government Act 1993* is received;
- A development application for a proposal which has already been considered by Council on a previous occasion;
- A Section 4.55(1) or 4.55 (1A) application is received.

4.0 MAKING A SUBMISSION

If you have received a letter in the mail, or have become aware of a proposal through the local newspaper or Council's website, you may wish to make a submission.

4.1 How can Development Applications/Planning Documents be viewed by the public?

All plans and information lodged with a Development Application and all planning documents, that are notified in accordance with this CPP, will be available for inspection at Council's Offices. The information available will include all DA forms, architectural plans, consultant reports and supplementary documentation submitted with the application.

Council is required by legislation to make available extracts of applications. Note that this is subject to written consent of the applicant's architect or design professional as per the *Commonwealth Copyright Act 1968*. A fee is charged for the copying of forms or site and elevation plans associated with an application. The list of fees can be found on Council's website www.carrathool.nsw.gov.au

4.2 Can I make a submission?

For proposals undergoing exhibition, anyone can make comments on these proposals through a written submission addressed to the General Manager of Council. We can give no assurances that submissions received for non-exhibited proposals will be considered as part of the proposal's assessment.

4.3 How will submissions be considered?

All submissions received within the nominated time frame will be considered when determining an application or considering a plan. Submissions received after the nominated time frame will be considered where possible. Applications will not be determined prior to the expiry of the nominated notification period.

4.4 What does my submission need to include?

Your submission must include the following:

- The reference numbers and address of the proposal to make it clear which proposal you are commenting on. (ie. DA Number) The address of the subject site can be found on the exhibition material.
- A nominated contact person. This contact person must be clearly defined with details such as NAME, POSTAL ADDRESS, TELEPHONE NUMBER, and EMAIL (if applicable). This is so Council can advise the contact person of the progress and outcome of the application.

A submission could:

- Support an Application or draft plan, or
- Object to an application or draft plan, or
- Object to part of an application or draft plan, or
- Suggest ways of overcoming concerns with an application or draft plan, or
- Suggest alternatives to a proposal or element of a proposal or draft plan.

It is recommended that a written submission be lodged if you have a concern about an application or draft plan.

Submissions should be clearly set out and state the actual reasons why you support or object to a proposal or draft plan. Constructive suggestions for overcoming any concerns are encouraged.

Anyone can write and/or lodge a submission. You do not necessarily need to seek professional advice before lodging a submission, although this is an option available.

Should you be preparing a petition, the petition should clearly identify a head petitioner so that Council can contact that person if further information or other clarification is required. Each page of a petition should also contain the nature of objection of the petition (not just the first page).

Anonymous submissions or submissions using aliases may not be considered when assessing the proposal, as there is no accountability on the part of the submitter. Meaning that, the submitter cannot be asked for information to verify the contents of their submission nor be asked to attend a Council meeting, should a proposal end up being subject to a Council meeting.

4.5 Is Council obligated to notify the public of outcomes of the assessment?

In addition to the requirements to exhibit development applications, plans and other planning documents, it is also a mandatory requirement that Council – as consent authority – formally notify the public of outcomes from the assessment of the application for development consent (or modification of a development consent that was publicly exhibited). Council will give notice of the determination of an application to each person who makes a written submission. For a petition, the head petitioner will be advised.

This notification must include (directly or by reference to another document):

- The decision
- The date of the decision
- The reasons behind the determination
- How community views were considered in making the decision

Upon assessment of the DA and all submissions received, Council will issue a notice of determination. The notice of determination or Council's assessment report will specifically address matters of concern raised in submissions and give reasons for the determination.

Where a matter is referred to an applicable Planning Panel, every effort will be made to advise applicants and objectors of the time and date of the meeting.

4.6 How can the public lodge submissions?

When making a submission to Council, the submission should:

- Be received by Council on or before the last day of the exhibition timeframe (unless otherwise specified)
- Be in writing (via mail, email, fax or hand delivered) and addressed to :

The General Manager
Carrathool Shire Council
PO Box 12
GOOLGOWI NSW 2652

By facsimile to 02 6965 1379

By email to council@carrathool.nsw.gov.au

- Contain the following essential information: the name and address of the person making the submission; the application number and address of the property that is the subject of the development proposal; and detail all reasons for the submission.

DRAFT

10.20 Hillston Caravan Park – Redevelopment Strategy

CP:DC:HCP

Author: Planning & Project Officer

Purpose: To provide Council with an update of the actions taken since the adoption of the Hillston Caravan Park Redevelopment Strategy.

Attachments: Layout Site plan with stormwater accumulation, photos of same.

Background

Council adopted at the July 2020 meeting the Review of Operations and the Redevelopment Strategy for Hillston Caravan Park (resolution no. 1354) which identified areas of operations that can be refined to ensure an efficient management of the Caravan Park. At the February 2021 meeting Council was presented with the actions taken since the adoption of the Redevelopment Strategy (resolution 1563). The following is a status update regarding those actions.

Refurbishment of the old amenities (toilets & showers)

- The project is fully funded by a grant of \$97,400 from the Crown Reserves Improvement Fund (CRIF) Program 2020-2021.
- Works commenced in early August 2021 and are on track to be completed by December 2021.

Refurbishment of Jayco & Olympic cabins

- The cabins were refurbished with Stronger Country Communities Fund (Round Two).
- All renovations were completed in early 2021.

Construction of two cabins and a motel type accommodation

- Council applied for a grant of \$375,000 under the Building Better Regions Fund (Round Five) with 25% Council contribution bringing the project value to \$500,000.(Resolution 1556)
- The successful projects are expected to be announced by mid-October 2021.

Hillston Caravan Park website

- Since January 2021, the website has had on average 490 users per month generating 1,620 pageviews.

Improvements to operations

- Monthly Operations meetings
- The collection of guest reviews with RMS software
- Updates to Park’s procedures

Improvements to guest amenity

- Hire of linen packs
- Kiosk in the premises
- Guest supplies in overnight cabins

Upon reviewing the Caravan Park’s operations within the last 12 months, another area of development has been identified – the Caravan Park has stormwater drainage issues. The capacity of the existing drainage system is insufficient leading to accumulation of stagnant water on the pavement and on the grassy sites (please refer to the Attachment 1 ‘Hillston Caravan Park Layout – Areas of stormwater accumulation’ and Attachment 2 ‘Images of stormwater accumulation at the Hillston Caravan Park’). The stormwater accumulation is making some of the sites inaccessible affecting the Park’s operations.

To address the issue, the Park should be surveyed to determine the lowest points on the plot. After the survey has been completed, a stormwater drainage design should be commissioned as the necessary rectification works will be identified in the design. The cost of the survey is \$12,000 which will be accommodated from the Hillston Caravan Park’s maintenance budget. Inquiries have been made in regard to the costs of the stormwater drainage design and the rectification works which are pending at the time of writing this report. Council should consider financing the further works with the

upcoming funding opportunities such as Local Roads and Community Infrastructure Program (Phase 3).

Financial implications

The cost of the Park survey is \$12,000.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

The stormwater drainage issues are ongoing and affect the usability of the Park. Should the drainage issues be left unaddressed, the Park's infrastructure will deteriorate further leaving the Park vulnerable upon adverse weather events.

Community Strategic Plan

Theme 2 - Infrastructure for a Sustainable Future.

Recommendation:

That Council:

- 1. note the update regarding the actions taken following the adoption of the Review of Operations and Redevelopment Strategy.**
- 2. note that a survey will be undertaken to identify the lowest points on the plot.**
- 3. consider the cost of stormwater drainage design and rectification works as part of the next round of Local Roads and Community Infrastructure Program funding (Phase 3).**





In front of sites 1-3.



Site 2.



Site 3.



In front of cabins 5-9.



Between cabins 8-9.



In front of cabins 7-9.



Crossroads in front of cabin 15.



Next to cabins 21-23.



Next to cabin 21.



Sites 22-24.

10.21 Finance Report – Statement of Bank Balances – August 2021

FM:RPT:SR

Author: Director Corporate & Community Services

Purpose: Statement of Bank Balances – August 2021

Background

The reconciliation of Council's main bank account with the cash book controls within the Practical System for the month of August 2021 has now been completed, as shown in the tables below:

Statement of Bank Balances as at 31 August 2021				
CASHBOOK SUMMARY				Data for August 2021
Balance As at 1/8/2021 (Consolidated Funds)				\$207,491.66
		Add For August 2021	Total for 1/7/2021 to 30/6/2022	
Rates/Water/Debtor Receipts	\$537,232.85	\$2,170,520.63	\$2,707,753.48	
Investments Recalled	\$2,500,000.00	\$1,000,000.00	\$3,500,000.00	
RMS - RMCC, Block, Repair	\$2,364,653.35	\$795,000.00	\$3,159,653.35	
RMS - Bridge	\$0.00	\$0.00	\$0.00	
RMS - Flood Damage	\$0.00	\$0.00	\$0.00	
RMS - Regional Roads	\$0.00	\$0.00	\$0.00	
Grant - Roads to Recovery Program	\$0.00	\$76,985.00	\$76,985.00	
FAG - General & Local Roads	\$0.00	\$874,387.00	\$874,387.00	
All Other Misc Grant Payments	\$45,047.94	\$0.00	\$45,047.94	
Planning Receipts	\$23,419.20	\$10,437.00	\$33,856.20	
Plant / Property Trade-Ins & Sales	\$0.00	\$0.00	\$0.00	
Other Receipts	\$471,352.68	\$351,331.30	\$822,683.98	
Sub Total Receipts	\$5,941,706.02	\$5,278,660.93	\$11,220,366.95	\$5,278,660.93
		Add For August 2021	Total for 1/7/2021 to 30/6/2022	
LESS PAYMENTS				
Wages (Net of PAYG & Other Deductions)	(\$395,633.32)	(\$525,343.07)	(\$920,976.39)	
Plant Acquisitions	(\$102,103.22)	(\$37,452.80)	(\$139,556.02)	
Invested	(\$2,300,000.00)	(\$1,800,000.00)	(\$4,100,000.00)	
Other Creditors Payments	(\$3,146,785.61)	(\$2,748,388.70)	(\$5,895,174.31)	
Sub Total Payments	(\$5,944,522.15)	(\$5,111,184.57)	(\$11,055,706.72)	(\$5,111,184.57)
Cashbook Balance 31/8/2021				\$374,968.02
BANK STATEMENTS				
Opening Balance 1/8/2021 (CSC's CBA Main Transaction Account)				\$215,483.64
Less Bank Payments				(\$4,957,215.82)
Plus Bank Receipts				\$5,111,470.02
Total As Per Bank Statements				\$369,737.84
Plus Unpresented Deposits				\$5,230.18
Less Unpresented Cheques				\$0.00
Reconciliation Cash Book Balance to Bank Statements 31/8/2021				\$374,968.02

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That Council note the Statement of Bank Balances as at 31 August 2021 and confirm payment of accounts as summarised in the reconciliation statement totalling \$5,111,184.57.

10.22 Finance Report – Investments Schedule – August 2021

FM:RPT:SR

Author: Director Corporate & Community Services

Purpose: Schedule of Investments – August 2021

Background

Carrathool Shire Council Investments - As at 31 August 2021							
Last Month (As at 31/7/21)	Financial Institution	Date Raised	Interest Rate	Duration (Days)	Maturity Date	Current Month (As at 31/8/21)	Change
\$511,172.60	CBA	15-Jun-21	0.38%	6 Months	13-Dec-21	\$511,172.60	\$0.00
\$531,478.88	CBA	01-Jun-21	0.29%	5 Months	29-Sep-21	\$531,478.88	\$0.00
\$503,000.12	CBA	23-Jul-21	0.32%	150 Days	20-Dec-21	\$503,000.12	\$0.00
\$507,733.76	CBA	03-May-21	0.28%	150 Days	30-Sep-21	\$507,733.76	\$0.00
\$502,048.58	CBA	29-Jun-21	0.30%	3 Months	27-Sep-21	\$502,048.58	\$0.00
\$501,405.78	CBA	28-Jun-21	0.32%	4 Months	26-Oct-21	\$501,405.78	\$0.00
\$501,146.85	CBA	02-Jun-21	0.34%	6 Months	29-Nov-21	\$501,146.85	\$0.00
\$502,214.03	CBA	29-Jul-21	0.31%	153 Days	29-Dec-21	\$502,214.03	\$0.00
\$501,524.66	CBA	01-Jun-21	0.29%	4 Months	29-Sep-21	\$501,524.66	\$0.00
\$501,314.11	CBA	31-Aug-21	0.34%	7 Months	28-Jan-22	\$501,759.11	\$445.00
\$505,305.94	CBA	15-Jun-21	0.36%	4 Months	13-Oct-21	\$505,305.94	\$0.00
\$501,869.86	CBA	29-Mar-21	0.35%	6 Months	28-Sep-21	\$501,869.86	\$0.00
\$500,000.00	CBA	05-May-21	0.33%	180 Days	01-Nov-21	\$500,000.00	\$0.00
\$500,000.00	CBA	10-Jun-21	0.31%	4 Months	08-Oct-21	\$500,000.00	\$0.00
\$500,000.00	CBA	10-Jun-21	0.34%	6 Months	07-Dec-21	\$500,000.00	\$0.00
\$500,000.00	CBA	30-Jun-21	0.35%	6 Months	29-Dec-21	\$500,000.00	\$0.00
\$0.00	CBA	31-Aug-21	0.33%	4 Months	29-Dec-21	\$500,000.00	\$500,000.00
\$0.00	CBA	31-Aug-21	0.36%	8 Months	28-Apr-22	\$500,000.00	\$500,000.00
\$510,126.74	Bendigo Bank	04-Jul-21	0.30%	6 Months	04-Jan-22	\$510,126.74	\$0.00
\$95,763.18	Bendigo Bank	03-May-21	0.35%	7 Months	03-Dec-21	\$95,763.18	\$0.00
\$501,741.79	Bendigo Bank	02-Jul-21	0.30%	186 Days	04-Jan-22	\$501,741.79	\$0.00
\$512,932.44	Bendigo Bank	05-Apr-21	0.35%	214 Days	05-Nov-21	\$512,932.44	\$0.00
\$25,046.56	Bendigo Bank	10-Aug-21	0.35%	7 Months	10-Mar-22	\$25,108.66	\$62.10
\$516,582.45	Bendigo Bank	08-Jul-21	0.30%	6 Months	08-Jan-22	\$516,582.45	\$0.00
\$509,447.07	Bendigo Bank	02-Jul-21	0.30%	186 Days	04-Jan-22	\$509,447.07	\$0.00
\$502,684.93	Westpac	28-Jan-21	0.35%	10 Months	24-Nov-21	\$502,684.93	\$0.00
\$520,651.89	NAB	30-Aug-21	0.20%	3 Months	29-Nov-21	\$520,934.33	\$282.44
\$534,097.23	NAB	01-Jul-21	0.20%	90 Days	29-Sep-21	\$534,097.23	\$0.00
\$501,048.40	NAB	24-Jun-21	0.20%	90 Days	22-Sep-21	\$501,048.40	\$0.00
\$501,180.61	NAB	26-Jul-21	0.20%	3 Months	25-Oct-21	\$501,180.61	\$0.00
\$502,124.13	NAB	26-Aug-21	0.20%	90 Days	24-Nov-21	\$502,396.52	\$272.39
\$502,865.57	NAB	16-Mar-21	0.30%	6 Months	16-Sep-21	\$502,865.57	\$0.00
\$568,794.18	NAB	20-Jul-21	0.20%	90 Days	18-Oct-21	\$568,794.18	\$0.00
\$511,928.84	NAB	01-Aug-21	0.20%	3 Months	01-Nov-21	\$513,147.92	\$1,219.08
\$502,072.34	NAB	30-Jul-21	0.25%	6 Months	31-Jan-22	\$502,072.34	\$0.00
\$503,629.57	NAB	24-Jun-21	0.20%	90 Days	22-Sep-21	\$503,629.57	\$0.00
\$500,369.87	NAB	18-Aug-21	0.20%	3 Months	16-Nov-21	\$500,678.32	\$308.45
\$511,908.09	NAB	19-Apr-21	0.30%	151 Days	17-Sep-21	\$511,908.09	\$0.00
\$509,138.76	NAB	29-Jul-21	0.25%	6 Months	28-Jan-22	\$509,138.76	\$0.00
\$515,012.67	NAB	29-Jul-21	0.20%	90 Days	27-Oct-21	\$515,012.67	\$0.00
\$501,147.78	NAB	30-Aug-21	0.20%	3 Months	29-Nov-21	\$501,422.67	\$274.89
\$534,191.15	IMB	26-Jul-21	0.20%	92 Days	26-Oct-21	\$534,191.15	\$0.00
\$511,719.27	IMB	04-Jun-21	0.21%	91 Days	03-Sep-21	\$511,719.27	\$0.00
\$525,329.10	IMB	19-Jul-21	0.20%	91 Days	18-Oct-21	\$525,329.10	\$0.00
\$504,681.57	IMB	22-Jun-21	0.22%	182 Days	21-Dec-21	\$504,681.57	\$0.00
\$500,000.00	IMB	29-Jul-21	0.20%	92 Days	29-Oct-21	\$500,000.00	\$0.00
\$503,843.81	IMB	23-Jul-21	0.20%	91 Days	22-Oct-21	\$503,843.81	\$0.00
\$508,150.29	IMB	15-Jul-21	0.20%	91 Days	14-Oct-21	\$508,150.29	\$0.00
\$506,840.06	IMB	27-Jul-21	0.30%	92 Days	27-Oct-21	\$506,840.06	\$0.00
\$23,025,265.51						\$24,028,129.86	\$1,002,864.35
ON CALL INVESTMENTS							
\$3,382,166.83	CBA	Variable	0.25%	N/A	On Call A/c	\$3,682,394.90	\$300,228.07
	Summary Movements On Call Funds		CBA				
	01-Aug-21	Interest	\$228.07				
	During Month	From On Call Funds	(\$1,000,000.00)				
	During Month	To On Call Funds	\$1,300,000.00				
	On Call Funds - Net Change for Month		\$300,228.07				
\$3,382,166.83						\$3,682,394.90	\$300,228.07
\$26,407,432.34						\$27,710,524.76	\$1,303,092.42

Analysis – Opening and Closing Balances:

Investment Type	Opening Balance 1/08/2021	Closing Balance 31/08/2021	Change During August 2021
IBDs	23,025,265.51	24,028,129.86	1,002,864.35
On Call Funds	3,382,166.83	3,682,394.90	300,228.07
Total	26,407,432.34	27,710,524.76	1,303,092.42

Analysis – Change During Month:

	Change During August 2021
ADD – Interest Incorporated in IBDs Rolled Over	2,864.35
ADD – New IBDs	1,000,000.00
LESS – IBDs recalled	0
ADD – Interest from On Call Funds	228.07
LESS – On Call Funds recalled	(1,000,000.00)
ADD – Funds applied to On Call Funds	1,300,000.00
Total Change for Month	1,303,092.42

Funds Held on Behalf of Other Organisations:

The Schedule of Investments includes one separate deposit that Council is holding in trust.

- IBD with Bendigo Bank – Ref No. 173016924 \$25,108.66

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That Council note the Schedule of Investments as at 31 August 2021.

10.23 Draft Annual Financial Statements (AFS)

FM:AUD:REP

Author: Director Corporate & Community Services

Purpose: Overview of Annual Financial Statements for 2020/21

Separately Circulated: Principal Documents of the Draft Annual Financial Statements for 2020/21

Background

Council are required to complete a report on the results of Council's Annual Financial Statements (AFS) for 2020/21. A draft report has been completed and is now ready for audit.

The external auditor was scheduled to be on site on Monday 13 September 2021.

The documents from the draft AFS are provided as attachments to this report and these will provide a "consolidated" global summary, including water and sewer, for 2020/21:

Consolidated General Purpose Statements (All Funds)

Income / Expenditure Statement; Statement of Financial Position;
 Statement of Changes in Equity; Statement of Cash Flows;
 Water & Sewer Special Purpose Financial Statements

Greater (formal written) clarification on the overall financial result for 2020/21 will, as in prior years, be presented by the external auditor to the Council. In the meantime, senior staff will be able to provide a verbal analysis to the September 2021 Council meeting.

Financial implications

Council have budgeted \$40,000 for the external audit.

Statutory implications (Governance including Legal)

Council Statements – to be signed by Mayor & Deputy Mayor:

Prior to the AFS being submitted to the Office of Local Government, it is necessary for the Mayor, Deputy Mayor, General Manager & Responsible Accounting Officer to co-sign Council Statements in accordance with s413(2)(c) of the Local Government Act.

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That Council:

1. refer the 2020/21 Draft Annual Financial Statements for audit.
2. authorise The Mayor & Deputy Mayor to sign the Council Statements for the General Purpose and Special Purpose Schedules.

10.24 End of Term Report on the Community Strategic Plan

CM:PLNG:SCBP

Author: Director Corporate and Community Services

Purpose: To provide Council with a report on the results of actions within the Community Strategic Plan over the last four years

Separately circulated: Delivery Program end of term report

Background

Council completed an extensive review of its Community Strategic Plan 2012 to 2022 during the last half of the 2016/2017 financial year. Council produced the Community Strategic Plan for 2017 to 2027 "Towards 2030" which was adopted by Council on 27 June 2017.

Council are now required to complete a report on the results of actions within the Community Strategic Plan over the last four years. The Integrated Planning and Reporting manual for Local Government in NSW, indicates that the report should be tabled prior to the last meeting of the outgoing Council.

The report which is separately circulated indicates the results achieved against the actions in the Community Strategic Plan 2017-2027 "Towards 2030".

Council are planning in December 2021 to commence the process to review of the existing Community Strategic Plan.

Financial implications

Nil

Statutory implications (Governance including Legal)

Local Government Act 1993 Section 402 Community Strategic Plan

Policy implications

Nil

Risk implications

Council must have a community strategic plan that has been developed and endorsed by Council covering a period of at least 10 years.

Community Strategic Plan

End of term report is required

Recommendation:

That Council receive the end of term report on the Community Strategic Plan for the reporting period 2017 - 2021.

10.26 Outstanding Rates and Sundry Debtors

RCV:NOT:REP

Author: Director Corporate and Community Services

Purpose: To provide Council with a status report of outstanding rates and charges.

Background

There was an expectation in Local Government circles that the impact of the COVID pandemic could impact Councils finances from a debt perspective. The Office of Local Government issued guidelines regarding the process that could be undertaken to collect outstanding debts. By continuing to communicate with our ratepayers Council has been able to maintain debt levels similar to previous years.

The following tables show debt level in rates and sundry debtors from the 2019/20 financial year to the end of the 2020/21 financial year.

Rates 2019/20		Rates 2020/21		
Fund	Outstanding Debt	Fund	Outstanding Debt	Variation
General	319,133.78	General	289,748.68	-29,385.10
Water	181,892.36	Water	181,769.45	-122.91
Sewerage	67,468.39	Sewerage	80,570.72	13,102.33
Sullage	2,550.37	Sullage	3,018.09	467.72
Garbage	29,133.59	Garbage	30,795.07	1,661.48
Tipping Charges	67,604.10	Tipping Charges	73,387.00	5,782.90
Water Consumption	240,522.50	Water Consumption	229,006.95	-11,515.55
Legal Fees	18,392.73	Legal Fees	17,189.73	-1,203.00
Total	926,697.82	Total	905,485.69	-21,212.13

Debtors 2019/20		Debtors 2020/21		
Type	Outstanding Debt	Type	Outstanding Debt	Variation
Other Government	648,290.52	Other Government	170,841.60	-477,448.92
Private	64,202.75	Private	169,235.05	105,032.30
Total	712,493.27	Total	340,076.65	-372,416.62

Council have a number of rate payers already on payment arrangements and further arrangements are being pursued. Other debt collection avenues are applied when communication and arrangements do not achieve satisfactory outcomes.

Financial implications

Rates are a major source of Council revenue and there is an expectation by the community that all ratepayers should meet their obligations. Outstanding rates, charges and interest is a performance measure reported in the Annual Financial Statements.

Statutory implications (Governance including Legal)

Local Government Act 1993

Policy implications

Rates – Recovery of Outstanding Debts Policy
 Rates – Hardship Assistance for Rates and Annual Charges Policy

Risk implications

Council must maintain reasonable debt collection efforts and balance fiscal policy with ratepayers circumstances to minimize reputational damage

Community Strategic Plan

Theme 5 - Leadership and Governance

Recommendation:

That Council note the report on outstanding rates and sundry debtors.

10.27 Council Policy 158 – Related Party Disclosures

POL:CWP:AP

Author: Director Corporate & Community Services

Purpose: To consider the attached review of the existing Council Policy 158 – Related Party Disclosures

Attachment: Draft Policy 158 – Related Party Disclosures
Existing Policy 158 – Related Party Disclosures

Background

The current policy is due for review. There have been no substantive changes made to the existing policy. The policy layout has been simplified and reworked to ensure a more user-friendly document.

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Local Government Code of Accounting Practice
Australian Accounting Standards

Policy implications

It is standard practice to review Council policies regularly to ensure continuing functionality. This policy was last reviewed in November 2017.

Risk implications

Nil

Community Strategic Plan

Theme 5 – Leadership & Governance

Recommendation:

That Council:

1. **approve the draft Related Party Disclosure Policy and place the draft policy on public exhibition for 28 days.**
2. **adopt the policy after the exhibition period if no submissions are received.**

Council Policy 158



Related Party Disclosures

Application	All Councillors, General Manager and Directors
Responsible Officer	Director Corporate & Community Services
File No	
Authorised by	Council
Effective Date	2021
Distribution	Internet / Intranet

Purpose

To provide guidelines to ensure all relevant key management personnel comply with the requirements of the Australian Accounting Standards Board's accounting standard AASB 124.

Definitions

KMP – key management personnel identified as persons having authority and responsibility for planning, directing and controlling the activities of Council. KMP's for these purposes are Councillors, the General Manager and Directors.

Entity – a body corporate, partnership, trust, incorporated association or an unincorporated group or body

Arms-length transaction – transaction between two related parties that is conducted as if they were unrelated so that there is no question of conflict of interest.

Close family member – family member who may be expected to influence, or be influenced by, a KMP in their dealings with Council and include:

- the children, spouse or domestic partner of a KMP
- the children of a KMP's spouse or domestic partner, and
- parents and siblings

Control – the power to govern the financial and operating policies of an entity in order to gain benefits from its activities.

Joint control – the contractually agreed sharing of control of an arrangement, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control

Related party – a person or entity that is related to Council (as defined in AASB 124 para 9).

Examples of related parties are:

- Council subsidiaries
- KMPs identified by Council
- close family members of KMPs identified by Council
- entities that are controlled or jointly controlled by KMPs or their close family members

Related party transaction – a transfer of resources, services or obligations between Council and a related party, regardless of whether a price is charged. Examples of related party transactions are:

- purchases or sales of goods, property and/or other assets
- rendering or receiving of goods and/or services
- leases
- transfers under licence agreements
- transfers under finance arrangements (eg loans)

	Effective Date:	22.10.2019
Uncontrolled document when printed. Please refer to website or intranet for controlled document	Version No.:	3



Council Policy 121

Ordinary citizen transaction – a transaction that an ordinary citizen within the community would undertake in the ordinary course of business with Council (e.g. purchase of a swimming pool season ticket)

Reference

This policy complements other legislation and where it is silent on matters referred to in the following legislation such matters must be followed in accordance with the legislation.

Government Information (Public Access) Act 2009

Policy statements

This policy is to be applied in:

1. Identifying related party relationships and transactions involving key management personnel, their close family members and entities controlled or jointly controlled by any of them.
2. Identifying information about related party transactions for disclosure.
3. Establishing systems to capture and record information required by this policy
4. Determining the relevant disclosures to be made in the general purpose financial statements in compliance with AASB 124.

Key Management Personnel (KMP) must complete and submit to the General Manager, a Related Party Transaction form notifying any existing or potential related party transactions between Council and either themselves, their close family members or entities controlled or jointly controlled by them or any of their close family members no later than the following periods during a financial year:

- By 30 June annually
- No later than 30 days after the KMP becomes aware of amendments required to the existing declaration

Related Party Transaction notification requirements do not apply to:

- related party transactions that are ordinary citizen transactions not assessed as being material
- reimbursement of approved expenditures

Council's finance team will review and assess the materiality of ordinary citizen transactions to determine whether the disclosure of such transactions is necessary for an understanding of the effects of the related party transactions on the financial statements. As a general rule, Council will utilise \$10,000 as the threshold of materiality.

All related party transactions will be identified and recorded to allow a full assessment prior to the completion of the related party disclosure. The following matters must be considered in determining the significance of any related party transactions:

- significance of the transaction in terms of size
- whether the transaction was carried out on non-market terms
- whether the transactions are outside normal day-to-day business operations (e.g. purchase and sale of assets)



Council Policy 121

- whether the transaction is disclosed to regulatory or supervisory authorities
- whether the transaction has been reported to senior management
- whether the transaction was subject to Council approval
- whether transactions are collectively, but not individually significant

Council's finance team will establish processes to identify, extract and record related party transactions. Additionally, records will be maintained of all KMP self-assessment declarations.

Council will endeavour to ensure that only staff and audit personnel involved in preparing the related party disclosure will have access to the related party declarations and the information compiled for the related party transactions. Access to information held will be determined under the *Government Information (Public Access) Act 2009*. Information collected by the Auditor General during the audit of Council's financial reports will be *excluded information* as defined in the *Government Information (Public Access) Act 2009* Schedule 2(2).

Revision Table

Minute /Date	Amendment Summary	Reason or Reference
31/08/21	Complete Rework of Policy	Review

Associated Documents

Local Government Code of Accounting Practice
 Australian Accounting Standards

Review

This policy may be reviewed at any time, but not less than four years from the last date of review.



Related Party Disclosures

Application	This policy applies to all Councillors, General Manager, Directors, employees, consultants and contractors of Carrathool Shire Council.
Responsible Officer	Director Corporate and Community Services
File No	CM:POL:CWP
Authorised by	Council
Effective Date	404/21.11.2017
Distribution	Internet / Intranet / Public Display

Purpose

The purpose of this policy is to define the parameters for Related Party Transactions and the level of disclosure and reporting required for Council to achieve compliance with the Australian Accounting Standard AASB 124 - Related Party Disclosures.

This policy is to provide guidance for determining who are the related parties of Council, what equates to related party transactions and how to record and report them.

This policy shall be applied by Carrathool Shire Council and its auditors in:

- a) identifying related party relationships and transactions;
- b) identifying outstanding balances between Council and its related parties;
- c) identifying the circumstances in which disclosure of the items in paragraphs (a) and (b) are required; and
- d) determining the disclosures to be made about the items in (a) and (b).

Definitions

"AASB 124" means the Australian Accounting Standards Board, Related Party Disclosures Standard.

"Arms Length Transaction" is a transaction between two related parties that is conducted as if they were unrelated, so that there is no question of conflict of interest.

"Close members of the family of a person" - are those family members who may be expected to influence, or be influenced by, that person in their dealings with the Council and include:

- (a) that person's children and spouse or domestic partner;
- (b) children of that person's spouse or domestic partner; and
- (c) dependants of that person or that person's spouse or domestic partner.

"Control" is the power to govern the financial and operating policies of any entity so as to obtain benefits from its activities.

"Entity" -can include a body corporate, a partnership or a trust, incorporated association, or unincorporated group or body.

"Joint Control" is the contractually agreed sharing of control of an arrangement, which exists only when decisions about the relevant activities require the unanimous consent of the parties

P:\Meetings 2021\September 2021\158 Related Party Disclosures Policy v1 2017-11-21 (1).docx	Effective Date:	21/11/2017
Uncontrolled document when printed. Please refer to website or intranet for controlled document	Version No.:	1.0



sharing control.

“Key Management Personnel” (KMP) are people that have authority and responsibility for planning, directing and controlling the activities of the entity, either directly or indirectly (taken from AASB 124). KMP's for the Council are considered to include:

- Councillors (including the Mayor);
- General Manager;
- Directors

“Material” (materiality) means the assessment of whether the transaction, either individually or in aggregate with other transactions, by omitting it or misstating it could influence decisions that users make on the basis an entity's financial statements. For the purpose of this policy, it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.

“Normal Terms and Conditions” are standard rules governing transactions between Council and all external bodies. These can be governed by policies, legislation or accepted business practices.

“Ordinary Citizen Transaction” means a transaction that an ordinary citizen of the community would undertake in the ordinary course of business with Council. Transactions that are made on an arm's length basis between the Council and key management personnel and their close family members that an ordinary citizen of the community would transact with the Council.

“Possible (Possibly) Close members of the family of a person” are those family members who could be expected to influence, or be influenced by, that person in their dealings with the Council and include:

- (a) that person's brothers' and sisters';
- (b) aunts', uncles', and cousins' of that person's spouse or domestic partner;
- (c) dependants of those persons' or that person's spouse or domestic partner as stated in (b); and
- (d) that person's or that person's spouse or domestic partners', parents' and grandparents'.

“Related parties” means a person or entity that is related to the entity that is preparing its financial statements (taken from AASB 124). For the purposes of this Policy, related parties of Council are:

- a) Entities related to Council;
- b) Key Management Personnel (KMP) of Council
- c) Close family members of KMP;
- d) Possible close family members of KMP's; and
- e) Entities or persons that are controlled or jointly controlled by KMP, or their close family members, or their possible close family members.

“Related Party Transaction” -is a transfer of resources, services or obligations between a Council and a related party, regardless of whether a price is charged. *Examples* of related party transactions are:

- (a) purchases or sales of goods;
- (b) purchases or sales of property and other assets;

P:\Meetings 2021\September 2021\158 Related Party Disclosures Policy v1 2017-11-21 (1).docx	Effective Date:	21/11/2017
Uncontrolled document when printed. Please refer to website or intranet for controlled document	Version No.:	1.0



- (c) rendering or receiving of services;
- (d) rendering or receiving of goods;
- (e) leases;
- (f) transfers under licence agreements;
- (g) transfers under finance arrangements (example, loans);

Note: Financial arrangements are subject to the Statutory Bodies Financial Arrangements Act 1982

- (h) provision of guarantees (given or received);
- (i) commitments to do something if a particular event occurs or does not occur in the future;
- (j) settlement of liabilities on behalf of Council or by Council on behalf of that related party.

Note: Guarantees are financial arrangements that are subject to the Statutory Bodies Financial Arrangements Act 1982.

"Significant" (significance) - means likely to influence the decisions that users of the Council's financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the Council and related party outside a public service provider/ taxpayer relationship.

Reference

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards :-
- AASB 124 Related Party Disclosures
- AASB 10 Consolidated Financial Statements
- AASB 11 Joint Arrangements
- AASB 128 Investments in Associates and Joint Ventures

Policy Statements

Related Party relationships are a normal feature of commerce and business. For example, entities frequently carry on parts of their activities through subsidiaries, joint ventures and associates. In those circumstances, there is the possibility of the entity having the ability to affect the financial and operating policies of Council through the presence of control, joint control or significant influence. Councils are required to prepare financial statements annually and these must be prepared in compliance with the Local Government Act, the Local Government Code of Accounting Practice and Financial Reporting and Australian Accounting Standards. AASB 124 – Related Party Disclosures has been amended to include Public Sector entities from 1 July 2016.

A related Party relationship could influence the normal business operations of Council. In some instances, Council may enter into transactions with a Related Party that unrelated parties would not. For example, goods are supplied to Council on terms that might not be

P:\Meetings 2021\September 2021\158 Related Party Disclosures Policy v1 2017-11-21 (1).docx	Effective Date:	21/11/2017
Uncontrolled document when printed. Please refer to website or intranet for controlled document	Version No.:	1.0



offered to other customers. Also, transactions between Related Parties may not be made on the same terms as between unrelated parties.

The normal business operations of Council may be affected by a Related Party relationship even if Related Party Transactions do not occur. The mere existence of the relationship may be sufficient to affect the transactions of the Council with other parties. Alternatively, one party may refrain from trading with Council because of the significant influence of another—for example, a local supplier may be instructed by its parent not to engage in supplying goods to Council.

For these reasons, knowledge of Council’s transactions and outstanding balances (including commitments and relationships with Related Parties) may affect assessments of Council’s operations by users of financial statements, including assessments of the risks and opportunities facing the Council.

1. Identifying related parties and transactions

1.1 Entities related to Council

These are entities that are controlled by Council, jointly controlled by Council or over which Council has significant influence. Payments to these entities will be identified through Council’s accounts payable system, with non-monetary transactions reviewed through Council’s document management system.

1.2 Key Management Personnel (KMP)

Key management personnel have been defined for this policy as Councillors, the General Manager, and Directors. All key management personnel are responsible for self-assessing their own related parties and close family members on a six monthly basis. All related parties must be included in the self - assessment. Key management personnel are responsible for keeping the General Manager updated when any changes to those related parties occur outside of those times. Self-assessment will be recorded on the Related Party Declaration form. Transactions with related parties will be identified through Council’s accounts payable, accounts receivable, applications, payroll and document management systems.

1.3 Close family members of KMP

Close family members are people who can be expected to influence or be influenced by key management personnel. Key management personnel will identify close family members (see definitions) through the self-assessment process. Transactions with those applicable close family members will be identified through Council’s accounts payable, accounts receivable, applications, payroll and document management systems.

1.4 Entities controlled or jointly controlled by close family members of KMP

Key management personnel will identify all entities that are controlled or jointly controlled by close family members through the self-assessment process. Transactions with those applicable entities will be identified through Council’s accounts payable, accounts receivable, applications, payroll and document management systems.

1.5 Types of related party transactions that are to be included.

The types of transactions that need to be captured for analysis to be included in

P:\Meetings 2021\September 2021\158 Related Party Disclosures Policy v1 2017-11-21 (1).docx	Effective Date:	21/11/2017
Uncontrolled document when printed. Please refer to website or intranet for controlled document	Version No.:	1.0



the related party disclosure are as follows:

- Grants and subsidy payments made to associated entities of Council
- Non-monetary transactions between Council and associated entities of Council
- Other goods and services provided by Council to associated entities of Council
- Compensation made to key management personnel
- Fees and charges charged to related parties
- Infrastructure contributions and application fees from related parties
- Purchase of materials and services from related parties
- Employee expenses for close family members of key management personnel.

2. Assessment of Related Party Transactions

2.1 Materiality

Once the related party transactions have been identified they will be analyzed by Councils Finance Officer and those found to be of a material nature will be disclosed in the financial statements.

2.2 Ordinary Citizen Transactions

Ordinary citizen transactions (see definitions) are those transactions that are made on an arm's length basis between Council and related parties that an ordinary citizen of the community would transact with the Council. Examples of these are rates payments for properties owned by the related party. Council will identify all transactions between Council and related parties. Any that are deemed to be ordinary citizen transactions will not be required to be disclosed in the annual financial statement. Transactions between Council and related parties that would normally be considered to be ordinary citizen transactions but where the terms and conditions differ from normal practice will not be considered to be an ordinary citizen transaction for the purposes of this policy. These will be disclosed in Council's annual financial statements in the related party disclosure.

2.3 Identification of all related party transactions

Capture of all related party transactions will be done to allow a full assessment of related party transactions that are included in the related party disclosure. This will also allow Council's external auditors to perform a full analysis of the entire process that results in the related party transaction disclosure.

2.4 Privacy

Council's Finance Officer will endeavour to ensure that only those staff and external auditors that are involved in preparing the related party disclosure will have access to the Related Party Declarations and related party transactions. Access to information held will be determined under the Government Information (Public Access) Act 2009. Information collected by the Auditor General in the conduct of the audit of Councils financial reports will be *excluded information* as defined in Schedule 2(2) Government Information (Public Access) Act 2009.

3. Related Party Transaction Disclosure

3.1 Scope

Council must disclose all material and significant Related Party Transactions in its annual financial statements and include the following detail:

- (i) The nature of the related party relationship; and

P:\Meetings 2021\September 2021\158 Related Party Disclosures Policy v1 2017-11-21 (1).docx	Effective Date:	21/11/2017
Uncontrolled document when printed. Please refer to website or intranet for controlled document	Version No.:	1.0



- (ii) Relevant information about the transactions including:
 - a) The amount of the transaction;
 - b) The amount of outstanding balances, including commitments, and Their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in the settlement; and
 - Details of any guarantee given or received
 - c) Provision for doubtful debts related to the amount of outstanding balances; and
 - d) The expense recognised during the period in respect of bad or doubtful debts due from related parties.

3.2 Materiality and Significance

The following matters must be considered in determining the materiality and significance of any related party transactions:

- Significance of transaction in terms of size;
- Whether the transaction was carried out on non-market terms;
- Whether the transaction is outside normal day-to-day business operations, such as the purchase and sale of assets;
- Whether the transaction is disclosed to regulatory or supervisory authorities;
- Whether the transaction has been reported to senior management; and
- Whether the transaction was subject to Council approval.

Regard must also be given for transactions that are collectively, but not individually significant. Disclosures that Related Party Transactions were made on terms equivalent to those that prevail in arm’s length transactions can only be made if such terms can be substantiated. All transactions involving Related Parties will be captured and reviewed to determine materiality or otherwise of such transactions, if the transactions are Ordinary Citizen Transactions (OCTs), and to determine the significance of each of the transactions.

Roles and Responsibilities Key Management Personnel

Key Management Personnel are responsible for self-assessing their own related parties and close family members on a six monthly basis. All related parties must be included in the self - assessment. Key management personnel are responsible for keeping the Chief Executive Officer updated when any changes to those related parties occur outside of those times.

Finance Officer

Will establish processes to identify and extract related party transactions from Councils systems. Identify related entities such as joint ventures and maintain a register of KMP self-assessment declarations. Apply the Materiality and Significance criteria when determining transactions to be disclosed in Councils financial statements.

P:\Meetings 2021\September 2021\158 Related Party Disclosures Policy v1 2017-11-21 (1).docx	Effective Date:	21/11/2017
Uncontrolled document when printed. Please refer to website or intranet for controlled document	Version No.:	1.0



Audit

Will confirm Council’s systems for identification, disclosure and reporting achieve compliance with the Australian Accounting Standard AASB 124 - Related Party Disclosures.

Revision Table

Minute /Date	Amendment Summary	Reason or Reference
404/ 21.11.2017		Adoption

Associated Documents

- Code of Conduct
- Procurement and Tendering Policy
- Fraud Control Policy
- Fraud and Corruption Prevention Strategy

Review

This policy may be amended from time to time and will be reviewed within four years of its adoption (or last amendment) with reference to any legislation, best practice guides, or any other factor.

P:\Meetings 2021\September 2021\158 Related Party Disclosures Policy v1 2017-11-21 (1).docx	Effective Date:	21/11/2017
Uncontrolled document when printed. Please refer to website or intranet for controlled document		Version No.: 1.0

10.28 Economic Development Unit Report – September 2021

ED:TOUR:TEP

Author: Economic Development Officer

Purpose: To advise Council of recent activities undertaken by the Economic Development Unit (EDU)

Background**2021 Council Community Grants**

Notifications regarding the outcome of the 2021-2022 Community Grants have been forwarded to all applicants. As requested by Council at the August 2021 Meeting the EDU is undertaking a review of the Community Grants Scheme to be implemented in the 2022-2023 round of funding.

2022 Youth Opportunities Program Grants

The EDU is working with relevant groups in the Shire to determine the level of interest and capability in developing an event/activity which would be suitable to attract funding under this program. Grants are available up to \$50,000 for events or activities within our Shire which need to be driven by the youth cohort. Examples of previous funded activities include emerging youth leadership programs, creative and film making workshops.

Benny Walker Concert and Workshops

This activity has now been re-scheduled to 22nd September 2021, after postponements due to COVID lockdowns. As previously advised, the EDU, in collaboration with South West Music and South West Arts, has assisted in the holding of the concert in Hillston Hall. The concert will follow school music workshops at Hillston Central School. Benny is a singer songwriter across various music genres including ballads, blues and rock. The concert and workshops are funded through CreateNSW.

Melbourne LEISUREFEST Caravan and Camping Trade Show

As previously advised, the Kidman Way Promotional Committee had booked a display stand at this event as part of its marketing activities. Unfortunately, this event has been cancelled due to COVID-19.

Australia Day 2022

Planning has commenced for the Australia Day 2022 celebrations which are due to be held in Carrathool. To encourage attendance from the community, EDU staff are assessing a variety of additional entertainment options for the day including possibly a concert, family fun day or similar.

Tourism Photos

The EDU has called for Expressions of Interest from photographers to compile a portfolio of relevant images to update Council's Tourism Photo Library. There was a good response including many local interested persons. As well images for tourism purposes, the photos will be appropriate for other uses such as website, publications and social media. The photography will be conducted over a 3-month period to ensure the best possible results.

Beautification of Essential Energy Pillars – High Street, Hillston

Discussions are underway with Essential Energy regarding decorating the 13 electricity pillars on the median strip on High Street. At this stage, it is planned to hold a community competition for designs suitable for the pillars.

Upgrade of Street Banner Systems – High Street, Hillston

The banner fixing system will be upgraded this financial year. The new system will allow for larger banners which will be able to be erected from ground level. This will allow an increase in the frequency at which the banners are changed. The existing smaller banners will be utilised in other towns and villages throughout the Shire using portable stands. Utilising the Community Grants Scheme, community groups will be able to purchase a set of their own branded banners and have them hung because of the flexibility of the new system.

Proposed Boat Ramps – Hillston & Carrathool

The EDU is preparing applications to the Murray-Darling Healthy Rivers Program for funding to construct boat ramps in Hillston and Carrathool. Preliminary research is underway regarding possible locations, dimensions and ancillary infrastructure such as car and trailer parking.

Shop Carrathool Shire Gift Card Program - Why Leave Town

As advised during the recent Budget process, the EDU has commenced the initial stages of the new Shop Carrathool Shire Gift Card Program. The aim of this program is to encourage locals to shop within the Carrathool Shire by the purchase of our local branded gift cards which can only be redeemed at participating businesses within the Shire. The program launch date is early October when the gift cards arrive.

Information Circulated

Information has been circulated to local community and business networks on the following:

Business Support Webinars

Free Advisory Service – Business Connect

Nutrien Community Grants

Get Connected Information – Tourism

Destination NSW Free Webinars – Facebook

Digital Accelerator & Mentoring Program – Destination Riverina Murray – Tourism

EDU staff have been advised that there are current difficulties amongst many email recipients regarding the receipt of information emails from Council. The EDU is following up with Council's IT provider to rectify this problem. It is advised that local businesses and community groups continually check their spam/junk folders for Council information which has been sent.

Financial implications

Existing EDU budget and grant funding.

Community Strategic Plan

This report covers activities in accordance with the following CSP objectives:

- 1c. A community where young people are engaged and valued
- 2b. Community infrastructure that is accessible for everyone
- 3a. Establish Carrathool Shire as a welcoming and exciting place for our community and visitors
- 3c. Promote opportunities for local economic diversity
- 3d. Support partnerships to achieve positive outcomes for the community

Recommendation:

That Council note the Economic Development Officer's report for September 2021.

10.29 Infrastructure Contribution Bill – Information Paper

GR:SL:SG

Author: General Manager

Purpose: To provide Council with information relating to the Infrastructure Contribution Bill 2021

Background

The NSW Government has recently introduced the Environmental Planning and Assessment (Infrastructure Contribution) Bill which may if carried implement considerable changes to the infrastructure contribution frame within NSW

Issues

The Bill was introduced into Parliament on 22 June 2021, and referred to the Upper House Planning and Environment Committee for inquiry and report. The committee tabled its report on 10 August 2021 and recommended the Bill not proceed until the draft regulation have been developed and resolved for consultation. The government is also reviewing rate pegging, benchmarking and essential works list published by Independent Pricing and Regulatory Tribunal of NSW (IPART).

The current Infrastructure Contribution Legislation is targeted at new development and the impact it has on the community needs rather than being a general tax across the whole community. There is concern that the Bill in the proposed form could see the local contribution go to four regional funds giving no guarantee the money would be available for local projects where the money was first collected. The local Council could also be instructed by the Minister on how they could spend the money from the contribution. Regional Infrastructure Contribution may also be imposed by State Environment Planning Policy (SEPP) to provide infrastructure outside the region from which the contribution was collected.

Land Value Contribution

The Bill also makes provision for a new type of local infrastructure contribution – the “Land Value Contribution”. A land value contribution may be imposed on land within a “land value contribution area”. This will be required to be mapped to identify the contribution area.

The land value contribution is proposed to be expressed as a percentage of the land value and can be required to be paid on the sale of the land even if no proposal has been made to develop the land.

Local Government NSW (LGNSW) has expressed concern on to the direction this Bill may take in regard to local Councils financial base and that there appears to be no information provided to date regarding regulation that can be made under the Act should the Bill pass. Local Government NSW (LGNSW) recommends to Council the following resolution be made by Council via mayoral minute.

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That Council:

- 1. calls on the NSW Government to withdraw the Environmental Planning Assessment (Infrastructure Contribution) Bill 2021 from the NSW Parliament.**
- 2. calls on the NSW Government to undertake further consultation with the Local Government sector on any proposed reform to the infrastructure contribution system.**

11. Committee Reports

Nil

12. Closed Council Reports

12.1 General Manager Performance Review 2020-21

PERSONNEL

Author: Mayor

Purpose: For Council to consider the performance of the General Manager over the past 12 months.

Background

Council is asked to consider this report on the performance of the General Manager over the past 12 months 2020-21 in Closed Council under the provisions of section 10A (a) of the *Local Government Act 1993*

Financial implications

Nil

Statutory implications (Governance including Legal)

This item is classified CONFIDENTIAL under section 10A (a) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business in relation to the following:

- (a) *Personnel Matters concerning particular individuals (other than Councillors).*

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That Council resolve into closed council pursuant to Section 10A (a) of the *Local Government Act 1993*.

12.2 Expression of interest - Sale of land in Merriwagga

CP:AD:PLB

Author: Manager Building and Regulatory Services

Purpose: Seek Councils interest in selling land in Merriwagga

Background

Council is asked to consider this report on the Expression of interest-Sale of land in Merriwagga in Closed Council under the provisions of section 10A (c) of the *Local Government Act 1993*

Financial implications

Nil

Statutory implications (Governance including Legal)

This item is classified CONFIDENTIAL under section 10A(c) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business in relation to the following:

- (c) *Information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendations

That Council resolve into closed council pursuant to Section 10A(c) of the *Local Government Act 1993*.

13. Next Meeting

The next **Ordinary Meeting** of Council will be held at the Hillston District Office on **Tuesday 19 October 2021** commencing at **10.00am**.