



ORDINARY MEETING AGENDA

17 May 2022

**Goolgowi Council Chambers
9-11 Cobram Street, Goolgowi**



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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 THE GOOLGOWI COUNCIL CHAMBERS ON
TUESDAY, 17 MAY 2022 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 19 April 2022

5. Business Arising

6. Motions & Questions (notice given)

7. Presentations/Public Addresses (where scheduled)

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 the Mayor's activity since the meeting held April 2022.

Background

On Tuesday 26 April some of the Councillors and I met with Hon Sussan Ley at the Hillston District Office and a range of issues were discussed. Council was able to recap on funding that had been provided to our shire area over the past few years – which have been quite substantial. We certainly thank our local member for her efforts in this regard. The meeting also allowed an opportunity for Council to put forward plans for the future particularly in regard to roadworks essential to enable reliable produce and freight movement within the shire.

In company with the General Manager I attended the Western Division Mid Term Conference at Cobar over 1 – 3 May. The event was well attended by member Councils and congratulations to Cobar Shire Council on a successful event. Also in attendance were several ministers and senators from both the state and commonwealth governments. I was able to meet one on one with the Hon Sam Farraway MLC Minister for Regional Transport and Roads to discuss concerns relative to the road network within the shire.

The Hon Dugald Saunders, Minister for Agriculture, and Minister for Western NSW was also in attendance – I was able to catch up with him and it is hoped he may be able to assist in some issues that are relevant to Western NSW Councils.

The Office of Local Government was well represented by the Hon Wendy Tuckerman, Minister for Local Government, the Deputy Secretary for Crown Lands and Local Government, Melanie Hawyes and the Executive Officer, Ally Dench. I was able to discuss issues of crown lands, internal audit and the RFS with these representatives.

Other officials in attendance included the Hon Scott Barrett, MLC, Senator Perin Davey and the Hon Mark Coulton MP, Member for Parkes.

ANZAC Day marks the anniversary of the first major military action fought by the Australian and New Zealand Forces during the First World War. Importantly it is also a day of commemoration of men and women who have served their country in times of conflict and we remember those who did not return.

I would like to thank Councillors, and the Director Corporate and Community Services for representing Council at the ANZAC day services throughout the shire on the day we recognise the sacrifice of our service men and women.

Recommendation:

That Council note the Mayors report to the May 2022 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> .	Contact made with Deputy Secretary Crown Lands and Local Government.

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.	Pending Hillston gateway determination.

1848/ 19.10.21 – Economic Development Unit Report – October 2021

Responsible Officer: EDO

DECISION	ACTION TAKEN
That the EDO investigate possible grant funding for research and publication of other historically significant sites throughout the Shire.	Pending

1851/ 19.10.21 – Cowper Street – Land Acquisition

Responsible Officer: DIS

DECISION	ACTION TAKEN
Staff report back to the Council on costs and a new design for the road opening.	Pending.

0055/ 15.02.22 – Hillston Heavy Vehicle Bypass - Update

Responsible Officer: DIS

DECISION	ACTION TAKEN
The GM call for EOI for feasibility study for a bypass east of Cowper St linking to Milton St.	EOI advertised 10/5/2022
Staff report to Council for low-cost options to improve the Cowper St, Springs Rd Intersection.	Pending

0124/ 19.04.22 – Hillston Caravan Park – Stormwater Drainage Improvements

Responsible Officer: PPO

DECISION	ACTION TAKEN
3. finance the stormwater drainage improvements of \$160,000 from the Hillston Caravan Park Reserve.	Pending.

Recommendation:

That Council note the update on action report for May 2022.

10.2 Precip of Correspondence

Nil

10.3 Committee – Hillston Arid Zone Botanic Gardens

GOV:MCCC:CA

Author: General Manager

Purpose: To provide Council with the terms of reference for the above committee.

Attachment: Hillston Arid Zone Botanic Gardens Project Sunset Committee – Terms of Reference

Background

At the 19 April meeting Council resolved to form a committee to assist in progressing the project. The committee consisted of The Mayor, Cr Daryl Jardine, and Councillors Peters, Lyall and Potter, staff appointed to the committee were the General Manager and the Economic Development Support Officer.

Issues

For the committee to function effectively it needs to be aware of the purpose of the committee as determined by Council. To this end a brief document containing the terms of reference to provide guidance to the committee has been prepared for Council consideration.

Financial Implications

Nil

Statutory Implications (Governance including Legal)

Committee formed under the *Local Government Act 1993*.

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Theme 4 – Sustainable Natural Environment

4 b: Educate our future generation about the natural environment.

Recommendation:

That Council adopt the terms of reference for the Hillston Arid Zone Botanic Gardens Project.

Hillston Arid Zone Botanic Gardens Project Sunset Committee - Terms of Reference

1. Establishment

The Hillston Arid Zone Botanic Gardens Committee was established by Carrathool Shire Council at the meeting of 19 April 2022. The term of the committee shall be as determined by Council.

2. Functions and Responsibility

- 2.1 To assist Council with the investigation and development of the precinct.
- 2.2 To engage with interested community members in recommending feasible options for the project.
- 2.3 Complete in a timely manner the tasks delegated to the committee by Council from time to time.
- 2.4 Council will manage external consultants.

3. Composition of Committee

As resolved by Council the committee shall consist of :
Councillors Darryl Jardine (Mayor), Heather Lyall, Julie Potter, and Geoff Peters, the General Manager and the Economic Development Support Officer.

4. Operation and Quorum

The committee shall meet at least quarterly and as determined otherwise by the committee.

The meeting shall be conducted in accordance with Council's adopted code of meeting practise.

5. Other Attendees

The committee may with the approval of the chair invite other persons to attend meetings and participate in discussion, but they shall have no voting rights.

P:\Admin\GM\2022\Hillston Arid Zone Botanic Gardens Project Sunset Committee - Terms of Reference.docx

10.4 Economic Profile and Supply Chain Opportunities

GS:PGM:BBRFS

Author: General Manager

Purpose: To inform Council of the completion of the draft report.

Separately Circulated: Carrathool Shire Economic Profile and Supply Chain Opportunities Draft Report

Background

In 2020 Council was successful in obtaining grant funds under the Building Better Regions Fund to undertake research to develop a plan focused on agribusiness ventures established and operating within the Carrathool Shire.

Issues

Adept Economics was engaged to undertake the project and has recently provided Council with a draft of the document. “Carrathool Shire Economic Profile and Supply Chain Opportunities”.

The report provides a snapshot of the agribusiness conducted within the shire and global outlooks for various types of business. While providing a concise economic profile of the shire that may be of interest to residents the document will be valuable in supporting economic and demographic data necessary for grant funding applications.

The full document is included in the Councillors documents for the May 2022 meeting.

Financial implications

The project was fully funded.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Theme 3 – Growing and Diverse Economy.

Recommendation:

That Council adopt the “Carrathool Shire Economic Profile and Supply Chain Opportunities” report.

10.5 Policy Updates and Amendments

CM:POL:CWP:DCWP

Author: HR/WHS/Risk Coordinator

Purpose: To seek approval for Council's Revised Fraud & Corruption Prevention Strategy, and Fraud Control Policy.

Attachment: Draft Fraud Control Policy

Separately Circulated: Revised Fraud & Corruption Prevention Strategy

Background

A review of Council's fraud and corruption prevention framework was carried out to ensure alignment with the Audit Office of NSW fraud control framework and Fraud Control Improvement Kit. The review focused on ensuring Council has the appropriate policies, risk assessments and education/awareness activities in place to prevent or mitigate its exposure to fraud and corruption.

Issues

The revised strategy includes the ten key attributes outlined in the Audit Office of NSW Fraud Control Improvement Kit. The ten key attributes sit within the broader themes of prevention, detection and response with each attribute having its own checklists and processes.

Council also participated in Statewide Mutual Service Offerings which included Fraud Awareness Training and Fraud Framework Workshops targeting high fraud risk areas such as procurement, financial management, payroll, Intellectual Property (IP), asset management and information systems. Part of the fraud prevention framework also included undertaking a Fraud Risk Assessment. The Fraud Risk Assessment covers the fraud risks that often occur in a broad range of administrative support functions that Carrathool Shire Council carries out.

Council's Fraud Control Policy has been reviewed to ensure it reflects any changes to legislation and align its concepts with the Draft Fraud & Corruption Prevention Strategy.

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Theme 5 – Leadership & Governance

Recommendation:

That Council:

1. adopt the draft Fraud Control Policy
2. adopt the Fraud and Corruption Prevention Strategy.

ATTACHMENT



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Doc Id:

Fraud Control Policy

Application	All staff, Counsellors. Contractors, volunteers & customers
Responsible Officer	HR/WHS/Risk Coordinator
File No	CM:POL:CWP
Authorised by	Council
Effective Date	1172 / 20.10.2015
Distribution	Internet / Intranet / Public Display

Purpose

The purpose of this policy is to outline Council's commitment to the prevention, deterrence, detection, and investigation of all forms of fraud and corrupt conduct. It ensures that appropriate mechanisms are in place to protect the integrity, security, and reputation of Council.

Definitions

Fraud is defined as dishonestly obtaining a financial or other benefit (either directly or indirectly) by deception. Fraud includes deliberate and premeditated deception to gain advantage from a position of trust and authority. This includes acts of omission, theft, making false statements, evasion, manipulation of information and numerous other acts of deception.

Some examples of fraud include:

1. Unauthorised use of Council plant and equipment;
2. Theft of money or goods from Council or its customers;
3. Claiming unworked overtime on timesheets;
4. Providing confidential Council information to unauthorised people or organisations;
5. Allowing contractors to not fully meet contract requirements;
6. Obtaining benefits by use of a false identity or false qualifications

Fraud Risk Chance of a perpetrator or (perpetrators) using a method of fraud which has an impact on the organisation – impact can be both positive and negative.

Internal Reporting Internal reporting is the situation where a Councillor, employee or volunteer reports an instance of fraud or corruption, as covered under Council's Protected Disclosures Policy.

External Complaints An external complaint is where a person who is not a Councillor, employee or volunteer of Council reports an instance of fraud or corruption, as covered under Council's Internal Reporting Policy.

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.

Policy statements

Fraud wastes scarce funds and resources. It causes embarrassment to the organisation and can damage its reputation and competitiveness. Council is committed to preventing fraud at its origin. Council believes that an emphasis on prevention and detection is the best way to deal with fraud.

This Policy is supported by Council's Fraud and Corruption Prevention Strategy, which details the key initiatives Council is undertaking to ensure staff are appropriately informed, educated and

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	Version No.:	6.1



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empowered to drive a workplace culture free of fraud and corruption. Council's Fraud Control Policy is based on the fraud control framework identified by the NSW Audit Office. The fraud control framework has ten key attributes, which sit within the themes of prevention, detection, and response.



This model has ten attributes:



The implementation of the 10 key attributes are detailed further in Council's *Fraud and Corruption Prevention Strategy*.

REQUIREMENTS

Attribute One: Leadership

The General Manager and leadership team are firmly committed to managing fraud and corruption risks within Council. Council requires new staff being onboarded into the organisation to complete an induction are delivered a presentation on their *Code of Conduct*, fraud and corruption prevention, and risk management responsibilities

The leadership group are responsible for implementing the fraud and corruption control framework. Where appropriate, responsibility for driving fraud control processes are contained within the position descriptions and work plans of senior staff and relevant checks are made in the pre-employment screening process for high-risk roles.

Attribute Two: Ethical Framework

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Council has clear policies and procedures which set out acceptable standards of ethical behaviour. These policies include the *Code of Conduct* and *Secondary Employment Policy*. Council also has a *Gifts and Benefits Procedure* and a firm stance on the management of conflicts of interest which is embedded throughout key organisational processes. Council also requires designated persons and key management staff to complete annual disclosure of interest returns and related party disclosure declarations. Council also has a *Statement of Business Ethics* which is required to be complied with by all doing business with Council.

Attribute Three: Responsibility Structures

There is a clear accountability and responsibility structure for the implementation and monitoring of corruption prevention strategies. The structure is made known to staff across Council and is detailed below:

General Manager: The General Manager has ultimate responsibility for managing fraud and corruption risks within Council. In accordance with the *Independent Commission Against Corruption Act 1988* and Council's *Code of Conduct*, the General Manager is obliged to report any matter to the Independent Commission Against Corruption (ICAC) or relevant external agencies such as the Office of Local Government, the NSW Ombudsman, or the Police, that they suspect on reasonable grounds, or may concern, corrupt conduct whether on the part of Council officials or any party with whom Council conducts business. In cases of complaints against the General Manager, the Mayor or Administrator assumes the aforementioned responsibilities.

Leadership Group & Managers: The responsibility for the prevention of fraud and corruption rests with the leadership group. The responsibilities of management include creating an environment where fraud and corruption is not tolerated, identifying risks of fraud and corruption, supporting organisation wide initiatives and taking appropriate action to ensure that controls are in place to prevent and detect fraud.

Council Staff/Officials: All Council officials have a role to play in the prevention, detection, and reporting of fraud. All Council officials are bound by Council's *Code of Conduct*. Council officials have an obligation to report cases of suspected fraud or corrupt conduct either through Council's internal reporting procedure, in accordance with Council's *Public Interest Disclosures Policy*, or directly to the ICAC or relevant external agency. Managing fraud risks is also included in department wide processes to demonstrate fraud and corruption prevention is integrated within all levels of Council.

Internal Audit: Whilst the primary responsibility for the identification of fraud and corruption rests with the leadership group, the internal audit function examines the adequacy of internal controls over high-risk processes and evaluates the potential for fraud to occur. The WHS & Risk Officer investigates low to medium-risk processes not subject to any Internal Audit Program, evaluates the potential for fraud to occur and recommends improvements to Council's processes, ensuring relevant controls are in place.

General Manager and HR/Risk Unit: The *Fraud Control Policy* sits within the responsibility of the General Manager and HR/Risk unit of Council. The WHS & Risk Officer is responsible for the provision of fraud and corruption control initiatives and the overall implementation of the *Fraud and Corruption Prevention Strategy*.

Mayor and Councillors: The Mayor and Councillors are responsible for ensuring that management is carrying out the tasks assigned to them in relation to fraud risk and corruption prevention, as well as understanding the environment to determine if management can override or influence the controls in place.



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Director Corporate & Community Services: The Director Corporate & Community Services is Council's nominated Public Interest Disclosures Coordinator. The General Manager may also refer a serious complaint to the appropriate agency for investigation and action.

In accordance with the *Public Interest Disclosures Act 1994*, such reports must be made to an investigating authority including:

- The Independent Commission Against Corruption (ICAC) – for corrupt conduct
- The NSW Ombudsman – for maladministration
- The Law Enforcement Conduct Commission (LECC) – for law enforcement misconduct
- The Inspector of the LECC – for disclosures about the LECC or its staff
- The Office of Local Government, Department of Premier and Cabinet – for serious and substantial waste in local government
- The ICAC Inspector – for disclosures about the ICAC or its staff
- The Information Commissioner – for disclosures about a government information contravention.

Contractors/Consultants/Volunteers: Contractors, consultants, volunteers, and any other persons who perform public official functions on behalf of Council, are encouraged to support Council's commitment to preventing fraud and corruption through reporting suspicious behaviour in accordance with the *Code of Conduct*. All external parties who engage in business with Council are expected to observe Council's *Statement of Business Ethics*, comply with Council policies and refrain from engaging in fraudulent and corrupt conduct.

Attribute Four: Fraud Control Policy

Council has implemented a *Fraud Control Policy* as well as a *Fraud and Corruption Prevention Strategy*, detailing key initiatives regularly being undertaken to ensure corruption prevention strategies, policies, procedures and systems are in place. These policies, procedures and systems respond to the corruption risks faced by Council. The *Fraud and Corruption Control Policy* incorporates the ten attributes of fraud control contained in the NSW Audit Office's *Fraud Control Improvement Kit* (February 2015). The *Fraud and Corruption Control Policy* does not operate in isolation and has strong links to other ethical behaviour policies such as the *Code of Conduct*. All levels of management within Council are responsible for monitoring and evaluating the operation of the policy within their area of responsibility.

Attribute Five: Prevention Systems

Council's leadership group is committed to controlling fraud and corruption risks. Fraud and corruption risk assessments are undertaken in accordance with industry standards and quantify the level, nature, and form of the risks to be managed. Improvements to internal control systems are made to mitigate risks identified in fraud and corruption risk assessments and are monitored for effectiveness over time. Education initiatives are driven regularly. The *Fraud and Corruption Prevention Strategy* outlines Council's actions in implementing and monitoring fraud and corruption prevention initiatives. Detection and response initiatives are updated regularly.

Attribute Six: Fraud Awareness

Every staff member has a responsibility to contribute to eliminating fraud and corruption. Council's *Code of Conduct* and training plan are provided to assist staff in understanding the expected standards of ethical conduct. Staff are provided with Code of Conduct and Fraud & Corruption Prevention training to educate on the identification of fraud and corruption risks, the fraud and corruption control accountabilities of management, and how to respond if fraud or corruption is suspected. Council also periodically runs staff surveys on fraud awareness.

Attribute Seven: Third Party Management Systems

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The incidence of fraud and corruption can be minimised through the education of customers, suppliers, and the community about acceptable standards of behaviour expected of Council staff, customers, suppliers and community members that interact with Council. As expectations about standards of behaviour can differ, it is important that Council outlines its expectations to external parties with whom it interacts. Resources such as the *Procurement & Tendering Manual* and new supplier form explain how staff and organisations dealing with Council are to conduct procurement activities for goods, services and construction, ensuring that Council deploys consistent procurement processes that are aligned with the *Local Government Act* and *Local Government General Regulation*.

Council also has a *Statement of Business Ethics* which is provided to customers, suppliers, and the community. This document sets out the expected standards of behaviour of Council staff when conducting business with customers, suppliers, and community members.

All staff can develop understanding through training and the inclusion of fraud and corruption prevention information in contracts, tenders, etc and on Council's website and intranet. These resources ensure that staff and external parties remain aware of the fraud risk and process for procurement services.

Attribute Eight: Notification Systems

Policies, systems, and procedures are in place to enable the reporting of suspected fraud or corrupt conduct. Fraud and corruption notification systems give the complainant the opportunity to report the suspected fraud or corrupt conduct anonymously to Council's Director Corporate & Community Services in his role as Council's Public Interest Disclosure Officer. Any employee who makes a report of suspected fraud or corrupt conduct is protected from reprisal under the *Code of Conduct* and *Public Interest Disclosures Policy*, under the *Public Interest Disclosure Act 1994* and *Public Interest Disclosure Act 2013*.

Policies, systems, and procedures give equal opportunities to Councillors, managers, staff, contractors, consultants, customers and suppliers to notify Council of suspected fraud or corrupt conduct. Council policies outline the rights of all Council officials to externally report suspected fraud and corruption, whilst also identifying the nature of suspected fraud and corruption which require reporting to the NSW Police, the ICAC, the Audit Office of New South Wales, and to other external agencies.

Attribute Nine: Detection systems

Available data is analysed and reviewed to ensure that irregularities and warning signals are identified at an early stage and flagged for further review. Council's leadership group is responsible for implementing control mechanisms that minimise the risk of fraudulent transactions and corrupt behaviour. Internal audits/ service reviews regularly examine samples of medium and high-risk processes across Council to detect any patterns of irregularities. Outcomes of audits/reviews are reported to the appropriate officer and the General Manager on a regular basis.

Attribute Ten: Investigation Systems

Reports of alleged fraud and corrupt conduct by Council staff is investigated by the Public Interest Disclosures Officer and/or senior management on the direction of the General Manager, in accordance with widely used and recognised investigation standards.

RELATED LEGISLATION

- *Independent Commission Against Corruption Act 1988*
- *Local Government Act 1993 and General Regulation 2005*
- *Public Interest Disclosures Act 1994*

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Noncompliance with this Policy

Failure to comply with the terms of this policy may result in disciplinary procedures and/or dismissal.

Revision Table

Minute /Date	Amendment Summary	Reason or Reference
0325 / 16.11.2004		
1105 / 16.05.2006		
1411 / 16.01.2007		
1208 / 15.11.2011		Policy Amended
0602 / 18.03.2014		Reaffirmed
1172 / 20.10.2015		Policy Amended
		Policy Amended

Associated Documents

- Code of Conduct
- Fraud & Corruption Prevention Strategy
- Public Interest Disclosures Policy
- Statement of Business Ethics

Review

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

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10.6 Infrastructure Report

RD:IR

Author: Director Infrastructure Services

Purpose: To Summarise Infrastructure Services Activities for April 2022

Attachment: Register of Roads Maintenance

Background

Reporting Period 19 March 2022 to 29 April 2022

The Infrastructure Report is provided for Council’s information.

Maintenance Reporting

Local Roads

A summary of the capital works and maintenance activities on Council Local Roads is listed

Temporary Pavement Repair (m ²)		Edge Repair (m)		Maintenance Grading (cl kms)	
Back Hillston Road	10	Carrathool Road	320	Jennings Road	3.7
Cahills Road	67	TOTAL	320	Jones Road	12
Carrathool Road	10	Mowing and Slashing (hect)		Lachlan River Road	5
Mount Grace Road	35	Black Stump Road	18	McKinley Road	17
Melbergen Road	30	Merriwagga Road	4.5	Munros Road	3
Murrumbidgee River Road	42	Murrumbidgee River Road	63	Prestages Road	1
Parrs Road	5	TOTAL	85.5	Swansons Road	1
Roto Road	155	Servicing Signs (ea)		Whealbah Road	26
Tysons Road	20	Erigolia Road	2	Whitton Stock Route	3
Glover Street	22	TOTAL	2	TOTAL	71.7
Herriott Street	20	Replace Signs (ea)		Guide Post (ea)	
Charles Street	42	Lachlan River Road	2	Erigolia Road	20
Milton Street	6	Swansons Road	1	Lachlan River Road	60
Molesworth Street	13	Whealbah Road	1	TOTAL	80
Pattersons Street	11	Youngs Road	3		
Boundary Road/Hillston Aerodrome	30	TOTAL	7		
TOTAL	518				

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)		75		129		
Inspect Regional & Local Roads (ea)					1	
Mowing and Slashing (hect)	18					
Litter & Amenity Maintenance (job)				6		
Guide Posts (ea)			31			32
Maintenance Grading (cl kms)			11.70		18	
Maintain Unsealed Shoulders (shldr kms)			9			
Routine Bridge Maintenance (job)					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-321	Slashing	m ²	363,600
A-421	Service Toilet	each	12
A-428	Service Rest Area	each	26
C-111	Safety Inspection	km	623.9
C-201	Repair Pothole	each	18
C-203	Repair Wearing Surface	m ²	45
C-204	Minor Pavement Patching	m ²	303
C-611	Reinstate non-pavement delineation	each	41
C-614	Reinstate Sign	each	2
S-211	Seal Pavement Crack	m ²	25
S-241	Grade Shoulder	km	1.6
S-272	Sweep Road Pavement	km	16.94

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		9			14
Footbridge Maintenance	1200						0
Drainage & S/Water	1510						0
Sign Maintenance	1610					8.50	8.50
Sign Replacement	1620						0
Resealing	4000						0
Mowing	5100		125.50	89.50	7	90	312
Slashing	5200	34.50	17.50	31	9	14	106
Spraying	5300		3	7		10.50	20.50
Tree Maintenance	5400	9.50	17.50	51.50	6	46	130.50
Tree Removal	5410			3			3
Watering	5500	3.25	6.50	48.50		19.50	77.75
Weeding	5600	13	20	33		43.50	109.50
Mowing – Stan Peters Oval	5710			6			6
Slashing – Stan Peters Oval	5720			10.50			10.50
Spraying – Stan Peters Oval	5730						0
Watering – Stan Peters Oval	5740			13.50			13.50
Weeding – Stan Peters Oval	5750			8.50			8.50
Playground Equipment	5800						0
Litter Collection	6100	7.50	12.50	20	9.50	21	70.50
Street Sweeper	6200			50.50			50.50

Hand Broom Gutters	6300			4			4
Toilets	6400	13.50	18	36	2.50	5.50	75.50
Footpath Maintenance	7100		1	1.50			2.50
Clear Culverts	7100			28			28
Street Maintenance	7200			8		8	16
Miscellaneous Items	7500			1			1
Playground Inspection	7510						0
Office	7520						0
Town Improvements	7530						0
Graffiti Removal	7540						0
Park Furniture/Fences	7540			8.50			8.50
Total Hours per Town		86.25	221.50	468.5	34	266.50	1076.75
Town % of Total Hours		8.01%	20.57%	43.51%	3.16%	24.75%	

Sewer Maintenance

Description	Service Line Chokes	Mainline Chokes	Overflows	Pressure System Fault	Pump Station Fault	New Connections	Screen Unit Faults
Hillston				4			
Goolgowi	1						
Rankins Springs Sullage							
Totals	1	0	0	4	0	0	0

Water Maintenance

Description	Mainline Breaks	Service Line Breaks	Water Meter/Tap Leaking	Pump Station Faults	Telemetry Faults
Hillston	1	2	5	3	2
Langtree (Langtree Bore/Merriwagga/Goolgowi)		1	1	1	
Yoolaroi/Goolgowi Rural (Palmyra to Y4 & Y5/Y6)	2			7	6
Bunda/Goorawin			2		
Carrathool					
Merriwagga Village					
Goolgowi Village Raw					2
Goolgowi Village Potable			1		
Rankins Springs Potable				1	
Rankins Springs Raw Town					
Rankins Springs Rural			1		
Melbergen	1			1	
Total	4	3	10	13	10

Project Updates

Hillston Floodplain Management Study:

A grant application has been submitted to DPIE to undertake a feasibility study of the old eastern levee with the view to upgrading and extending it, including consideration of it being incorporated with a heavy vehicle bypass should Council decide on this course of action in the future. The option of upgrading/extending the old Eastern Levee was deemed by the Floodplain Committee as being the most effective option in alleviating future flooding of the Hillston township.

Hillston Riverbank Stabilisation Project:

DPIE have advised that Council were successful in their funding for the construction component of the project. Council are liaising with the contractor (Civil & Earth) as construction cannot begin until the river level is at a maximum height of 0.6m. When last checked, the level was at 1.2m. Civil & Earth are monitoring the levels closely so that construction can commence as soon as possible.

Integrated Water Cycle Management Strategy (IWCM):

The IWCM is a 30-year plan for Councils water and sewer infrastructure to provide appropriate, affordable, cost-effective and sustainable services that meet community needs and protect public health and the environment.

The Council has received the first draft issue paper and staff are providing feedback to Public Works Advisory (PWA).

PWA will present the final draft issue paper to the Project Reference Group (PRG). The PRG is made up of representatives from the Council, PWA, Department of Primary Industry and Environment (DPIE), NSW Public Health Units and neighbouring Councils. This meeting is expected to be held in early June 2022, with the final issue paper brief being presented to Council in July 2022.

IWCM strategy is expected to be completed **by December 2022**.

Bore Condition Assessment:

The Council have undertaken a bore condition assessment. The first draft report was presented on 20 April to the Council and state agency representatives, including Public Works, for feedback.

A final draft report will be submitted to the DPIE hydrogeologist for approval **by May 2022**.

Findings from the Bore Condition Assessment will become a part of the IWCM strategy for the council.

Water Tower Relining:

Council successfully secured a fund under Local Roads & Community Infrastructure Phase 3 (LRCI) to reline the Hillston water tower.

Work is well underway to reline the water tower, with this project completion expected at the end of May 2022.

Remote Airstrip Upgrade Program – Round 8:

The reseal of the Hillston Aerodrome was completed in early February. The application was a 7mm spray seal to the existing bitumen runway only. Other items for this project include upgrade of the tie down areas for light aircraft as well as edge linemarking. Linemarking was completed on 4 May 2022. The project is fully funded from the Federal Government at a value of \$150,000. The project is expected to be completed by June 2022.

High St – Stage 4 Rehab:

This project has been deferred to a later date in the next Financial Year due to contractor unavailability to conduct these works.

MR368 Springs Road Construction:

Construction is underway for an extension of 2.1km. The works are expected be completed by mid-June 2022. Linemarking for 7.7km of the new seal was completed on 5 May 2022.

MR80 Mossgiel Road:

Linemarking for 5.68km new seal was completed on 2 May 2022.

Financial Implications

Nil

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 April 2022.

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
	Alpens Lane	131	NIL	0.00
6	Altys Road	103	10/12/2020	1.90
6	Andersons Lane	105	22/10/2020	16.10
6	Andersons Road	104	9/10/2017	1.50
7	Arcadia Lane	106	16/09/2021	8.50
6	Audrey Lea Road	107	15/08/2019	22.60
6	Avondale Road	108	27/07/2017	4.00
2	Back Hillston Road	109	24/02/2022	4.00
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	14/12/2021	3.00
4	Barrys Scenic Drive	113	13/01/2022	8.10
7	Belaley Road	114	20/03/2019	3.58
7	Berangerine Road	115	15/01/2018	1.00
4	Billings Road	116	21/12/2021	11.85
3	Black Stump Road	118	14/01/2022	35.00
6	Blackgate Road	117	10/10/2019	9.00
3	Booligal Road	119	6/07/2021	9.00
4	Boorga Road	120	6/12/2021	4.00
	Bradys Road	121	SEALED	
7	Bretags Road	122	30/06/2019	12.00
7	Brewer Road	123	7/09/2021	4.80
3	Bringagee Road	124	SEALED	0.00
6	Bunda North Road	125	7/09/2021	3.40
2	Bunda Road	126	2/11/2021	1.00
6	Burchers Road	127	28/02/2021	8.80
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	3/11/2021	2.30
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	13/09/2021	16.00
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
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	18/02/2022	22.30
2	Gullifers Road	158	21/02/2022	2.30
7	Gunbar Road	159	13/07/2021	8.00
7	Halcyon Park Road	160	9/03/2022	3.00
6	Heaths Road	161	6/03/2018	0.80
5	Higgins Lane	162	23/08/2018	4.20
6	Hillmans Lane	163	16/02/2022	5.50
6	Holdens Road	164	24/07/2019	8.00
6	Huxleys Road	165	18/07/2019	13.00

Ordinary Meeting Agenda

2	Ilkadoon Road	166	21/01/2022	2.00		Simpkins Lane	231	30/07/2019	2.00
6	Jardines Road	167	15/02/2022	5.00	6	Sloanes Road	232	10/02/2022	13.00
6	Jennings Road	168	23/03/2022	3.70	6	Smith Road	267	SEALED	
6	Johnstons Road	169	28/10/2019	1.00	7	Square Well Lane	233	12/05/2021	2.00
5	Jones Road	170	24/03/2022	12.00	7	Stackpoole Road	234	22/08/2018	7.00
6	Killara Road	171	3/07/2019	2.31	7	Stewarts Lane	235	3/09/2021	10.50
6	Kites Road	172	23/06/2021	1.50	6	Streets Road	236	20/09/2021	8.90
2	Lachlan River Road	173	29/04/2022	5.00	6	Swansons Road	237	24/03/2022	1.00
2	Langtree Road	174	13/01/2022	17.00	5	Taylor's Road	238	3/09/2021	9.20
2	Lowlands Road	175	23/02/2022	10.00	6	The Bluff Road	239	2/08/2021	10.50
6	Luelfs Road	176	15/10/2021	9.86	6	Trida Road	241	18/01/2022	4.00
2	Mallee Downs Road	177	22/07/2019	9.32	6	Tyson's Road	243	22/02/2022	2.00
7	Mallee Point Road	178	23/11/2017	1.50	7	Vaggs Road	244	30/07/2019	7.70
6	Matakana Road	179	26/11/2020	10.41	6	Vearings Road	245	11/07/2019	7.00
2	McDonalds Road	180	16/09/2021	15.76	6	Wakefield Road	246	10/07/2019	15.30
7	McGills Road	181	31/01/2022	4.00	2	Wallanthery Road	247	8/06/2021	7.00
7	McKays Road	182	30/08/2021	7.10	7	Wandella Road	248	NIL	0.00
	McKenzies Lane	183	8/06/2021	1.00	7	Wantwood Road	249	15/11/2017	1.00
2	McKinley Road	184	1/04/2022	17.00	6	Warburtons Lane	230	17/03/2022	4.00
2	McMasters Road	185	17/02/2021	2.00	6	Watkins Road	250	2/07/2019	4.50
7	McRaes Road	186	24/01/2018	4.00	7	Watsons Road	251	8/11/2016	6.50
2	Melbergen Road	187	18/03/2022	1.00	6	Weavers Road	252	16/08/2021	9.60
	Mena Road	266	20/03/2012	1.00	6	Wee Elwah Road	253	7/02/2022	15.50
6	Merri Road	152	24/08/2021	47.00	6	Wells Road	254	4/07/2019	17.00
5	Merriwagga Road	190	4/11/2019	2.50	7	West's Road	255	13/09/2021	9.00
4	Merrondale Lane	188	22/06/2021	6.00	4	Whealbah Road	256	7/04/2022	26.00
6	Merungi Road	191	19/10/2021	20.00	6	Whitton Stock Route Road	257	27/04/2022	3.00
2	Merungle Road	192	9/12/2021	17.30	7	Wild Horse Tank Road	258	3/09/2021	9.50
7	Mitchell Track	189	23/11/2017	4.50	6	Wiltshires Road	259	10/02/2022	2.00
2	Mitchells Road	193	10/12/2021	2.80	5	Wollarma Road	260	23/11/2021	15.50
6	Monia Gap Road	202	31/08/2021	6.00	7	Wongalea Road	261	8/06/2021	4.92
7	Moore's Road	195	11/09/2018	4.00	6	Woods Lane	262	28/09/2021	5.00
2	Motts Road	196	31/01/2022	4.00	7	Wrights Lane	263	NIL	0.00
4	Mount Bingar Road	197	30/06/2019	21.50	7	Youngs Road	264	23/07/2019	2.30
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	18/03/2022	3.00					
3	Murrumbidgee River Road	201	SEALED						
6	Nancarrows Lane	203	7/10/2021	3.80					
	Norwood Lane	205	9/09/2021	3.00					
6	OBriens Road	206	4/10/2017	2.50					
7	ODonnells Road	207	20/03/2018	4.00					
6	OKeeffes Road	208	16/09/2021	7.50					
7	Old Gunbar Road	209	25/07/2019	9.50					
2	Parkers Road	210	25/01/2022	4.50					
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	9/09/2021	1.80					
2	Peters Road	215	29/07/2021	9.30					
3	Pinteebakana Road	216	17/03/2022	23.20					
6	Pleasant Valley Road	217	4/02/2022	7.40					
5	Prestage Road	218	22/03/2022	1.00					
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	6/10/2021	8.00					
7	Roberts Road	224	14/02/2022	3.00					
PRV	Rothdene Lane	242	30/06/2019	0.50					
2	Roto Road	225	29/07/2021	13.00					
6	Ryans Road	226	10/03/2022	3.80					
	Saleyard Lane	194	12/08/2015	3.00					
6	Sawmill Road	227	8/09/2021	1.00					
6	Schmetzers Lane	228	6/10/2021	6.50					
2	Schneiders Road	229	19/01/2022	4.70					

10.7 Carrathool Road Construction - Update

GS:PGM:FLR:RD3

Author: Acting Manager Infrastructure Services

Purpose: To update Council on the progress of the Carrathool Road sealed pavement construction.

Attachments: Progress Photos

Background:

Since July 2020 Council received notification from the office of Paul Toole, Minister for Regional Transport and Roads that Council was successful in securing \$9.24m for the sealing of Carrathool Road (Fixing Local Roads rounds 1, 2 & 3). Under the funding conditions, the project needs to be delivered within two years of the announcement of each funding round. Council have also committed to a funding co-contribution for each round totalling \$2.205m.

The full road construction for the Carrathool project comes in at \$11.445m, to pave and seal 40.5km of new road.

Issues

Carrathool road has been broken down into the following construction stages for ease of management, with their respective funding rounds:

- Stage 1 – 5km (Council Works – FLR1) - Completed
- Stage 2 – 5km (Council Works – FLR1) - Completed
- Stage 3 – 5km (Council Works – FLR1- WIP
- Stage 4 – 5km (Council Works – FLR1) - WIP
- Stage 5 – 4km (Council Works – FLR1)
- Stage 6 – 11.5km (Contractor Works – FLR2) - Completed
- Stage 7 – 5km (Contractor Works – FLR3) – WIP

Contractor Works FLR3 - 5km is scheduled to be sealed on 17 May 2022. Linemarking on 11.5km through Carrathool Village was done on 3 May 2022.

Total works to be constructed is 40.5km including rehab works at Carrathool village and Murrumbidgee River Road intersection. Works completed to date by both Council and the Contractor have been very satisfactory.

Financial implications:

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

As per Councils Transport Asset Management Plan.

Risk implications

All funding to be expended by their respective deadlines or Council risk losing that funding.

Community Strategic Plan

Section 2: Infrastructure for a sustainable future

Recommendation:

That Council note the report for the Carrathool Road construction, with further reports to Council as the project progresses.

ATTACHMENT







10.8 Boorga Road – Drainage Proposal

RDS:LR:BGA

Author: Acting Director of Infrastructure Services and Manager Infrastructure Services

Purpose: To provide Council with an update on a proposal to help alleviate roads damage to Boorga Road and Pinteebakana Road.

Background

Council will be aware there has been considerable problems with erosion and washing away of the road surface following rain events. The following proposal may slow down or prevent the amount of water that will damage the road during rain events.

Issues

Since 2019/20 financial year Council has expended \$1,159,000 on road maintenance, flood damage and gravel resheeting for Boorga, Billings and Pinteebakana roads, this amount of expenditure has not seen any substantial improvement in the long term of these roads which become unusable in wet weather for extended periods.

Discussions were held in previous years about diverting water through a series of cost effective levees, with small holding dams along the natural water course to impede the rush of water to slow it down or stop it reaching the road, or when it does reach the road it's much more able to be managed via the table drains and road gutters.

A meeting was held on site on the property of Mr Nathan Billings, between him, the Manager of Fleet and Town Services and the Manager of Infrastructure Services to discuss placing the levels on his property in an attempt to alleviate the problem. Other local landowners were invited to attend to seek their input however only Mr Billings was able to attend.

A map has been prepared for the Council meeting and will be available through the use of the overhead projector to display the proposed levees and dams.

Mr Billings has indicated he would be agreeable to maintaining the infrastructure should it proceed.

A box culvert would also be installed at the intersection of Billings and Boorga Roads to allow water to run through the table drain to the channel further down Boorga Road.

Financial implications

It is anticipated the cost will be in the vicinity of \$30,000 for the proposed earthworks.

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 determine whether to proceed with the Boorga Road Drainage Proposal

10.9 Request for Temporary Road Closure – Mitchells Road

RDS:LRD:MITRD

Author: Acting Director Infrastructure Services

Purpose: To inform Council of a request by the Griffith Off Road Club to temporarily close a small section of Mitchell’s Road for their Annual Off Road Event

Attachment: Request from Griffith Off-Road Club, map of area affected.

Background:

Council have received of a request from the Griffith Off-Road Club seeking permission for the temporary closure of the above road for their annual off-road event, to be held from Friday 8 July – Sunday 10 July 2022.

Local Councils are now responsible for closing (Council) public roads following amendments to the Roads Act 1993 on 1 July 2018. Prior to this, Council’s applied to Department of Planning, Industry and Environment – Crown Lands (the Department) to close a Council road.

Issues

Council is requested to authorise the closure of a section of Mitchell’s Road reserve, for the event to be held in July, subject to the road being reinstated to the condition prior to its closure.

Financial implications:

Nil

Statutory implications (Governance including Legal)

Roads Act 1993

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Theme 3 – Growing and Diverse Economy

Recommendation:

That Council approve the request from the Griffith Off-Road Club for the temporary closure of a section of Mitchells Road for the annual off-road event, subject to the road being reinstated to the condition prior to its closure.

ATTACHMENT

To Whom it may concern,

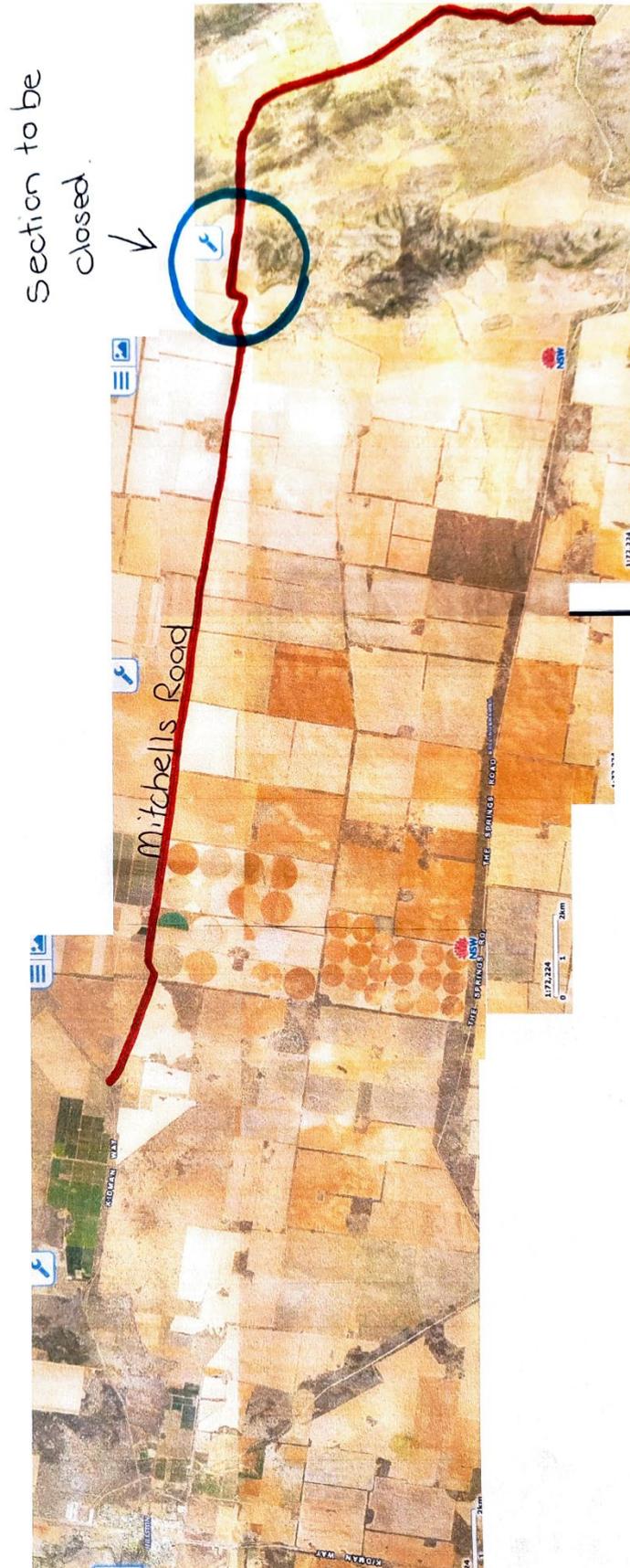
I am writing on behalf of the Griffith Off-road club, to seek permission from Carrathool Shire for a road closure on the 8th and 10th of July 2022.

The Griffith Off-road Club is currently in the process of organising their Annual Off-road race and this year have opted to move the track to a new location. This track will be based from the Mitchell's property "Mactocton", 1310 Parker's Road, Hillston. In order to use this track, it will require us to close a small section of Mitchell's Road from approximately 10am Friday the 8th through to Sunday evening the 10th of July. These road closures will of course be supervised at all times whilst racing is in progress. As you can see from the maps attached it is a small section in the middle of Mitchells Road, we have consulted all property owners in the vicinity and they have stated this will not cause them any inconvenience.

We thank you for your consideration in the matter and eagerly await your decision.

Thank you

Ashlee Meginley
Race Secretary



10.10 Plant Report

PES:MAIN:PSR

Author: Manager Fleet & Town Services

Purpose: Plant Report as per 5 May 2022

Background

PLANT NO	HOURS KMS	TYPE	DETAILS
3528	3,021 hrs	Cat 150M Grader	3000 hr Service. Replace all blade slides & shims. Adjust circle, and adjust blade lift end caps.
2067	295,212 kms	Isuzu Water Tanker	Replace front engine mounts.
3066	1,541 hrs	John Deere Tractor	Replace Windscreen
4021	18 yrs old	Caravan	Replace window seals & door lock.

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 Council note the Plant Report as at 5 May 2022.

10.11 Development Applications April 2022

GOV:MTG:CR

Author: Manager Building & Regulatory Services

Purpose: Development Applications & Determinations – April 2022

Background

Lodgements

Type/No.	Name	Address	Development
DA2022/030	Christopher & Christine Yerbury	22-28 Lachlan Street Hillston NSW 2675	7m x 12m Garage
Total Estimated Value of Works			\$19,000

Determination: Approved

Type/No.	Name	Address	Development	Processing Time
CDC2022/001	Stephen George	The Springs Road Hillston NSW 2675	Inground Swimming Pool	17
DA2022/027	Victor Harrison	Devon Street Merriwagga NSW 2652	Deck, Carport, Shed & Dwelling addition	22
DA2022/030	Christopher & Christine Yerbury	22-28 Lachlan Street Hillston NSW 2675	7m x 12m Garage	5

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 received for April 2022 be noted.

10.12 Finance Report – Statement of Bank Balances – April 2022

FM:RPT:SR

Author: Director Corporate & Community Services

Purpose: Statement of Bank Balances – April 2022

Background

The reconciliation of Council's main bank account with the cash book controls within the Practical System for the month of April 2022 has now been completed, as shown in the tables below:

Statement of Bank Balances as at 30 April 2022				
CASHBOOK SUMMARY				Data for April 2022
Balance As at 1/04/2022 (Consolidated Funds)				\$204,362.08
		Add For April 2022	Total for 1/7/2021 to 30/4/2022	
Rates/Water/Debtor Receipts	\$6,303,055.91	\$410,995.11	\$6,714,051.02	
Investments Recalled	\$15,171,143.27	\$969,700.07	\$16,140,843.34	
RMS - RMCC, Block, Repair	\$4,260,731.31	\$1,000,283.96	\$5,261,015.27	
RMS - Bridge	\$0.00	\$0.00	\$0.00	
RMS - Flood Damage	\$7,936,190.99	\$78,485.94	\$8,014,676.93	
RMS - Regional Roads	\$0.00	\$0.00	\$0.00	
Grant - Roads to Recovery Program	\$1,456,711.00	\$0.00	\$1,456,711.00	
FAG - General & Local Roads	\$2,623,161.00	\$5,379,335.00	\$8,002,496.00	
All Other Misc Grant Payments	\$693,839.02	\$117,261.00	\$811,100.02	
Planning Receipts	\$130,201.20	\$1,769.00	\$131,970.20	
Plant / Property Trade-Ins & Sales	\$674,795.00	\$47,291.00	\$722,086.00	
Other Receipts	\$3,196,690.33	\$309,644.11	\$3,506,334.44	
Sub Total Receipts	\$42,446,519.03	\$8,314,765.19	\$50,761,284.22	\$8,314,765.19
		Add For April 2022	Total for 1/7/2021 to 30/4/2022	
LESS PAYMENTS				
Wages (Net of PAYG & Other Deductions)	(\$4,484,229.78)	(\$479,769.76)	(\$4,963,999.54)	
Plant Acquisitions	(\$1,154,520.03)	(\$99,730.05)	(\$1,254,250.08)	
Invested	(\$14,500,000.00)	(\$6,500,000.00)	(\$21,000,000.00)	
Other Creditors Payments	(\$22,313,714.93)	(\$1,187,564.22)	(\$23,501,279.15)	
Sub Total Payments	(\$42,452,464.74)	(\$8,267,064.03)	(\$50,719,528.77)	(\$8,267,064.03)
Cashbook Balance 31/3/2022				\$252,063.24
BANK STATEMENTS				
Opening Balance 01/04/2022 (CSC's CBA Main Transaction Account)				\$205,053.90
Less Bank Payments				(\$8,213,472.88)
Plus Bank Receipts				\$8,267,016.34
Total As Per Bank Statements				\$258,597.36
Plus Unpresented Deposits				\$1,937.85
Less Unpresented Cheques				(\$8,471.97)
Reconciliation Cash Book Balance to Bank Statements 30/4/2022				\$252,063.24

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Theme 5 - Leadership & Governance

Recommendation:

That Council note the Statement of Bank Balances as at 30 April 2022 and confirm payment of accounts as summarised in the reconciliation statement totalling \$8,267,064.03.

10.13 Finance Report – Investments Schedule – April 2022

FM:RPT:SR

Author: Director Corporate & Community Services

Purpose: Schedule of Investments – April 2022

Background

A complete listing of Council’s investments as at 30 April 2022 is detailed below. A summary of opening and closing investment balances together with an analysis of movements during the month of April 2022 is included on the following page.

Carrathool Shire Council Investments - As at 30 April 2022							
Last Month (As at 31/03/22)	Financial Institution	Date Raised	Interest Rate	Duration (Days)	Maturity Date	Current Month (As at 30/04/22)	Change
\$512,544.44	CBA	14-Mar-22	0.43%	120 Days	12-Jul-22	\$512,544.44	\$0.00
\$532,000.00	CBA	30-Dec-21	0.40%	180 Days	28-Jun-22	\$532,000.00	\$0.00
\$504,063.43	CBA	21-Mar-22	0.43%	120 Days	19-Jul-22	\$504,063.43	\$0.00
\$508,752.51	CBA	28-Jan-22	0.46%	123 Days	31-May-22	\$508,752.51	\$0.00
\$502,362.34	CBA	23-Feb-22	0.43%	120 Days	23-Jun-22	\$502,362.34	\$0.00
\$500,398.90	CBA	28-Feb-22	0.32%	91 Days	30-May-22	\$500,398.90	\$0.00
\$500,000.00	CBA	29-Apr-22	1.28%	91 Days	29-Jul-22	\$500,723.97	\$723.97
\$500,000.00	CBA	30-Nov-21	0.42%	209 Days	27-Jun-22	\$500,000.00	\$0.00
\$501,987.13	CBA	29-Nov-21	0.40%	182 Days	30-May-22	\$501,987.13	\$0.00
\$505,000.00	CBA	30-Dec-21	0.40%	180 Days	28-Jun-22	\$505,000.00	\$0.00
\$505,000.00	CBA	30-Dec-21	0.35%	151 Days	30-May-22	\$505,000.00	\$0.00
\$0.00	CBA	20-Apr-22	0.96%	90 Days	19-Jul-22	\$5,500,000.00	\$5,500,000.00
\$502,460.20	CBA	28-Jan-22	0.45%	180 Days	27-Jul-22	\$502,460.20	\$0.00
\$550,000.00	CBA	08-Feb-22	0.46%	120 Days	08-Jun-22	\$550,000.00	\$0.00
\$500,000.00	CBA	16-Feb-22	0.48%	152 Days	18-Jul-22	\$500,000.00	\$0.00
\$500,000.00	CBA	30-Dec-21	0.35%	151 Days	30-May-22	\$500,000.00	\$0.00
\$506,153.49	CBA	11-Jan-22	35.00%	150 Days	10-Jun-22	\$506,153.49	\$0.00
\$503,183.87	CBA	27-Jan-22	0.46%	120 Days	27-May-22	\$503,183.87	\$0.00
\$500,813.70	CBA	01-Nov-21	0.40%	182 Days	02-May-22	\$500,813.70	\$0.00
\$500,509.59	CBA	06-Apr-22	0.60%	90 Days	05-Jul-22	\$501,225.39	\$715.80
\$501,237.93	CBA	08-Mar-22	0.43%	120 Days	06-Jul-22	\$501,237.93	\$0.00
\$497,501.31	CBA	29-Apr-22	1.28%	91 Days	29-Jul-22	\$498,041.06	\$539.75
\$500,000.00	CBA	28-Apr-22	1.27%	90 Days	27-Jul-22	\$501,183.56	\$1,183.56
\$510,898.22	Bendigo Bank	04-Jul-21	0.40%	396 Days	04-Aug-22	\$510,898.22	\$0.00
\$95,959.69	Bendigo Bank	03-Dec-21	0.25%	6 Months	03-Jun-22	\$95,959.69	\$0.00
\$502,508.84	Bendigo Bank	04-Jan-22	0.35%	186 Days	09-Jul-22	\$502,508.84	\$0.00
\$25,159.70	Bendigo Bank	10-Mar-22	0.45%	214 Days	10-Oct-22	\$25,159.70	\$0.00
\$517,372.18	Bendigo Bank	10-Jan-22	0.35%	182 Days	11-Jul-22	\$517,372.18	\$0.00
\$510,225.90	Bendigo Bank	04-Jan-22	0.35%	186 Days	09-Jul-22	\$510,225.90	\$0.00
\$504,131.01	Westpac	24-Nov-21	0.31%	180 Days	23-May-22	\$504,131.01	\$0.00
\$521,194.09	NAB	29-Nov-21	0.30%	6 Months	30-May-22	\$521,194.09	\$0.00
\$500,000.00	NAB	29-Nov-21	0.30%	6 Months	30-May-22	\$500,000.00	\$0.00
\$501,851.89	NAB	21-Mar-22	0.31%	90 Days	20-Jun-22	\$501,851.89	\$0.00
\$502,954.13	NAB	22-Feb-22	0.25%	90 Days	23-May-22	\$502,954.13	\$0.00
\$504,185.05	NAB	15-Mar-22	0.31%	90 Days	13-Jun-22	\$504,185.05	\$0.00
\$569,349.10	NAB	Recall IBD \$569,349.10 + \$350.97				\$0.00	(\$569,349.10)
\$513,406.59	NAB	01-Nov-21	0.25%	6 Months	02-May-22	\$513,406.59	\$0.00
\$502,708.53	NAB	31-Jan-22	0.25%	91 Days	02-May-22	\$502,708.53	\$0.00
\$504,437.20	NAB	21-Mar-22	0.31%	91 Days	20-Jun-22	\$504,437.20	\$0.00
\$513,112.29	NAB	16-Mar-22	0.31%	90 Days	14-Jun-22	\$513,112.29	\$0.00
\$509,776.93	NAB	28-Jan-22	0.25%	90 Days	28-Apr-22	\$509,776.93	\$0.00
\$501,985.39	NAB	28-Feb-22	0.25%	91 Days	30-May-22	\$501,985.39	\$0.00
\$534,850.23	IMB	24-Feb-22	0.40%	151 Days	25-Jul-22	\$534,850.23	\$0.00
\$512,621.40	IMB	03-Mar-22	0.40%	153 Days	03-Aug-22	\$512,621.40	\$0.00
\$525,856.00	IMB	18-May-22	0.35%	120 Days	18-May-22	\$525,856.00	\$0.00
\$500,262.88	IMB	06-Jan-22	0.35%	120 Days	06-May-22	\$500,262.88	\$0.00
\$500,000.00	IMB	29-Nov-21	0.25%	183 Days	31-May-22	\$500,000.00	\$0.00
\$500,262.88	IMB	06-Jan-22	0.40%	181 Days	06-Jul-22	\$500,262.88	\$0.00
\$505,235.20	IMB	21-Apr-22	0.55%	91 Days	21-Jul-22	\$505,821.41	\$586.21
\$500,501.49	IMB	28-Jan-22	0.35%	119 Days	27-May-22	\$500,501.49	\$0.00
\$504,465.72	IMB	21-Feb-22	0.35%	121 Days	22-Jun-22	\$504,465.72	\$0.00
\$508,657.18	IMB	13-Jan-22	0.35%	120 Days	13-May-22	\$508,657.18	\$0.00
\$507,474.56	IMB	28-Feb-22	0.30%	92 Days	31-May-22	\$507,474.56	\$0.00
\$25,545,373.11						\$30,479,773.30	\$4,934,400.19

ON CALL INVESTMENTS							
\$1,483,873.84	CBA	Variable	0.25%	N/A	On Call A/c	\$2,084,039.59	\$600,165.75
Summary Movements On Call Funds		CBA					
	01-Apr-22	Interest	\$165.75				
	During Month	From On Call Funds	(\$400,000.00)				
	During Month	To On Call Funds	\$1,000,000.00				
	On Call Funds - Net Change for Month		\$600,165.75				
\$1,483,873.84						\$2,084,039.59	\$600,165.75
\$27,029,246.95						\$32,563,812.89	\$5,534,565.94
I certify that the above Investments have been made in accordance with the Local Government Act, the Regulations thereunder and Council's Investment Policy.							
Signed copy held in Council records			Robert Rayner				
			Director Corporate Services				

Analysis – Opening and Closing Balances:

Investment Type	Opening 1/4/22	Closing 30/4/22	Variation April
IBDs	25,545,373.11	30,479,773.30	4,934,400.19
On Call Funds	1,483,873.84	2,084,039.59	600,165.75
TOTAL	27,029,246.95	32,563,812.89	5,534,565.94

Analysis – Change During Month:

	Variation – April 2022
ADD – Interest Incorporated in IBDs Rolled Over	3,749.29
ADD – New IBDs	5,500,000.00
LESS – IBDs recalled	(569,349.10)
ADD – Interest from On Call Funds	165.75
LESS – On Call Funds recalled	(400,000.00)
ADD – Funds applied to On Call Funds	1,000,000
TOTAL VARIATION	5,534,565.94

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 \$25,159.70

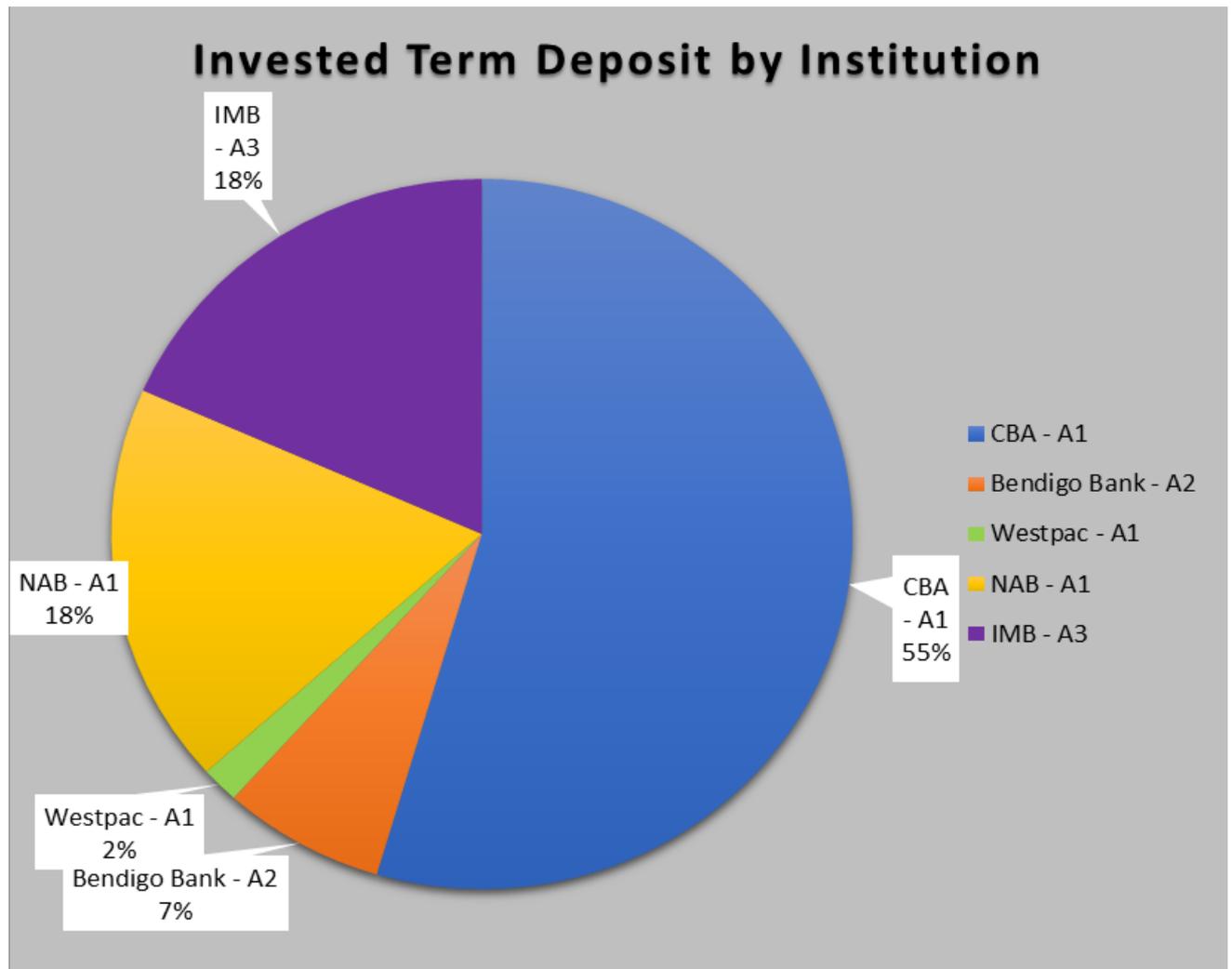
Compliance with Policy Limits:

Council Policy 019 – Investment of Surplus Funds limits the exposure of invested funds to an individual organisation by the credit rating of the organisation so that single entity exposure is limited as detailed in the table below:

S&P Long Term Credit Rating*	S&P Short Term Credit Rating*	Portfolio Maximum
AAA Category	A1 +	50%
AA Category or Major Bank	A1	50%
A Category	A2	30%
BBB Category	A3	30%
NSW Treasury Corp Hour Glass Facility	Unrated	30%
Unrated Authorised Deposit Taking Institution	Unrated	10%

Moody's/Fitch equivalent *

Council funds invested in term deposits do not currently comply with policy requirements due to substantial variations in interest rates offered by AA rated institutions. Council is able to invest up to 50% of funds in a single AA rated organisation. CBA term deposits currently total 55% of invested funds. Details are provided in the chart below:



Issues

Nil

Financial implications

Council’s investment portfolio provides funding for some projects identified in the Operational Plan. Lack of diversification within the investment portfolio has the potential for higher risk to Council.

Statutory implications (Governance including Legal)

Local Government Act (1993) s625
Local Government General Regulation (2021) Reg 205
Ministerial Investment Order (2011)

Policy implications

Council Policy 019 - Investment of Surplus Funds

Risk implications

Nil

Community Strategic Plan

Theme 5 – Leadership & Governance

Recommendation:

That Council:

1. receive the investment report as at 30 April 2022 and it be noted that the summary has been prepared in accordance with the Act, the Regulation and Council's Investment Policy.
2. note and approve the current policy breach of single institution exposure limits.

10.14 Financial Assistance Grants (FAGs) Advance Payment 2022/23

GS:PRO:FAG

Author: Director Corporate & Community Services

Purpose: To advise councillors of the receipt of an advance payment of Council's Financial Assistance Grant allocation for 2022/23

Separately Circulated: Financial Assistance Grants 2022/23 Fact Sheet

Background

Financial Assistance Grants (FAGs) are allocated annually to each state as part of the Federal Budget. The NSW Grants Commission then determines the allocation from the NSW pool of funds for each Council every year through the implementation of a detailed model encompassing numerous principles designed to allocate the grant as far as possible, to councils with the greatest relative disadvantage (see the separately circulated fact sheet).

Issues

Since June 2017, a proportion of the FAGs allocation has been paid in advance to all councils with 50% of the estimated annual entitlement being paid prior to the commencement of the relevant financial year.

The Federal Budget for 2022/23 again provided for an advance payment of the estimated 2022/23 FAGs. The advance payment will represent approximately 75% of the council entitlement. The remaining 25% of the grant will be paid to council in quarterly instalments during 2022/23.

Under *Australian Accounting Standards*, Council is required to recognise these funds as income in the financial year in which they are received, effectively on a cash basis. This results in an artificial improvement in Council's net operating result from continuing operations (by the amount of the advance payment). Conversely, if the advance payment arrangement is unwound as it was in 2013/14, Council's net operating result will appear artificially deflated.

Financial Assistance Grants have no conditions attached which means that they are not tied to any specific project or works. They are also non-refundable. Theoretically, Council has the ability to spend the advance payments in the year in which it is received, however this creates a false economy when Council has no control over when the situation may change.

Council's practice has been to adhere to the requirements of the *Australian Accounting Standards* and report the FAGs advance payments as income in the financial year in which they are received. Council then sets these funds aside in an internal 'FAGs in Advance' reserve until the commencement of the financial year for which they are applicable ensuring that FAGs related spending is aligned with the forecast budgeted income regardless of the timing of the receipt of the funds.

Nil

Financial implications

The impact of the pre-payment of Financial Assistance Grants on Council's financial position is outlined in this report.

Statutory implications (Governance including Legal)

Local Government Act 1993

Commonwealth Local Government (Financial Assistance) Act 1995

Australian Accounting Standards

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Theme 5 – Leadership and Governance

Recommendation:

That Council receive the information provided on the advanced Financial Assistance Grants payment.

10.15 Draft Operational Plan for 2022/23

CM:PL:SCBP

Author: Director Corporate & Community Services

Purpose: Presentation of Draft Operational Plan 2022/23 for consideration by Council

Separately Circulated: Draft Operational Plan for 2022/23

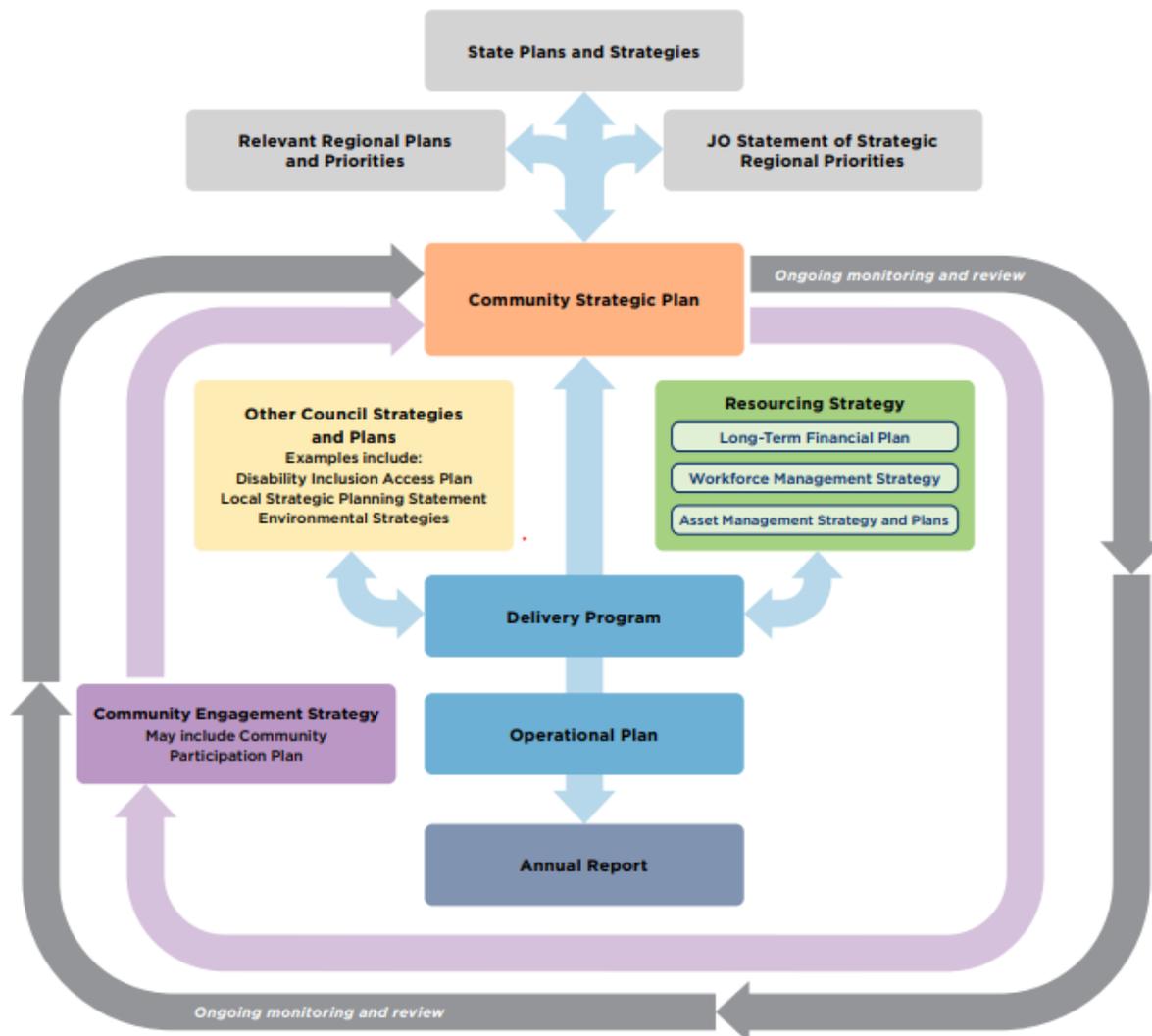
Background

Introduction:

This Draft Operational Plan 2022/23 supports both the Community Strategic Plan and the Delivery Program and details the individual projects and activities that will be undertaken for 2022/23 to achieve the commitments made in the Delivery Program

Integrated Planning and Reporting Framework:

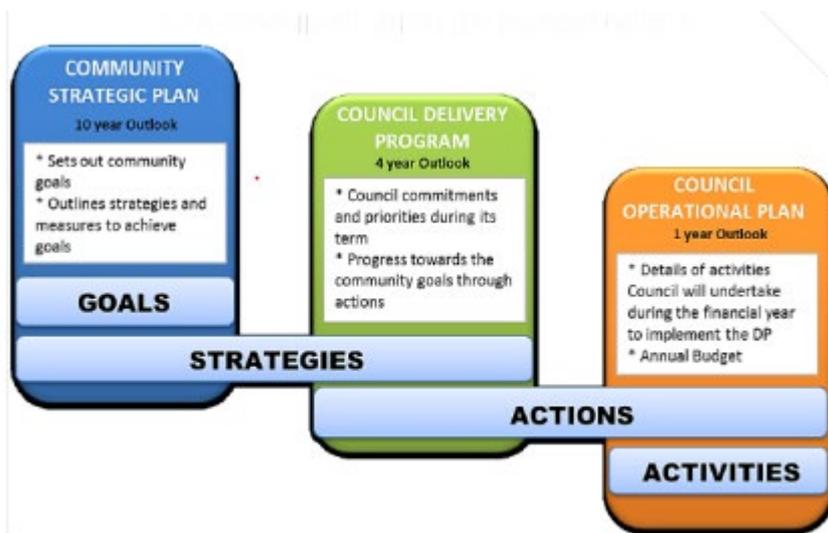
The Integrated Planning and Reporting Framework (IP&R) came into practice in 2009 and established the way in which Councils plan, document and report on their plans for the future. The framework is summarised in the following diagram:



The framework provides for:

- the **Community Strategic Plan** which outlines the community aspirations for the next 10-20 years. This is a whole of community document and is reviewed following each Local Government election.
- the **Delivery Program** details the key activities that Council plans to undertake over its four-year term of office.
- supporting the Delivery Program is the **Resourcing Strategy** comprising the Long-Term Financial Plan, Workforce Management Plan and Asset Management Strategy and Plans.
- an **Operational Plan** which detail Council's annual work activities towards the achievement of the outcomes detailed in the Delivery Program.
- a six-monthly **Performance Report** and the **Annual Report** detail Council's progress in its achievements under the IP&R Framework.

The interrelationship between the Community Strategic Plan, Delivery Program and Operational Plan is outlined in the following diagram:



While the Community Strategic Plan, Delivery Program and Operational Plan are interrelated they are presented as individual documents.

Fees & Charges 2022/23:

The proposed fees and charges for 2022/23 as reported to the April meeting of Council form part of this Operational Plan and are included as part of the detailed document.

General Fund – Snap Shot 2022/23:

The draft Operational Plan for 2022/23 provides for an anticipated surplus (after depreciation write back) of \$162,719. This is made up of operational expenditure \$24,869,268 plus capital expenditure \$11,044,620 less total revenue of \$31,340,021.

Assumptions Used in Development of Draft Revenue & Expenditure Projections:

In preparing the draft Operational Plan the following assumptions have been made:

- 2.0% wage increase
- 0.7% rate pegging increase (1.0% for delivery program projections)
- Interest rate of 6.0% (statutory rate is set in May each year)
- CPI of 2.0%
- Financial Assistance Grants of \$4.335m (general component)
- Financial Assistance Grants of \$2.585m (roads component)
- Roads to Recovery (R2R) grant funding of \$1.457m
- Superannuation (SGL) at 10% as legislated
- There is no intention to borrow funds for capital works in 2022/23

General Fund Capital Expenditure Projections – 2022/23:

The proposed General Fund capital projects budget for 2022/23 including the net cost of plant replacement and loan principal repayments totals \$11,044,620. Detailed information on proposed capital projects is located in the capital budget section of the Operational Plan.

The breakdown of the various funding sources associated with the General Fund capital expenditure is shown in the table below:

Details	Proposed Capital Projects 2022/23
Reserve Funds – Plant Replacement	\$400,000
Reserve Funds – Development Reserve	\$150,000
Grants – Roads to Recovery	\$1,456,711
Grants – Roads Repair Program	\$267,000
Grants – Roads	\$767,000
Grants – FAGs (roads component)	\$500,000
Grants – Fixing Local Roads	\$5,200,000
Plant Sales & Trade-ins	\$1,418,000
Funding from CSC General Revenue	\$1,652,909
Total – Capital Expenditure Funding	\$11,044,620

Water Supply & Sewer Services

All capital projects in both the water and sewer services are funded from within the respective schemes. Projected 2022/23 cash balances for each scheme are detailed in the table below:

SCHEME	PROJECTED BALANCE 1/7/22	PROJECTED TOTAL INCOME 2022/23	PROJECTED OPERATIONAL EXPENDITURE 2022/23	PROJECTED OPERATIONAL RESULT 2022/23	PROJECTED CAPEX 2022/23	DEPRECIATION WRITEBACK 2022/23	PROJECTED BALANCE 30/6/23
Goolgowi Water	\$953,278	\$847,339	(\$830,653)	\$16,686	(\$334,959)	\$331,973	\$966,978
Hillston Water	\$581,913	\$593,731	(\$513,083)	\$80,648	(\$462,100)	\$114,062	\$314,523
Rankins Springs Water	\$992,640	\$638,228	(\$764,749)	(\$126,521)	(\$274,478)	\$316,740	\$908,381
Melbergen Water	\$161,738	\$194,962	(\$355,220)	(\$160,258)	(\$165,419)	\$201,328	\$37,389
Carrathool Water	(\$400,442)	\$46,917	(\$97,959)	(\$51,042)	(\$70,000)	\$15,803	(\$505,681)
TOTAL WATER	\$2,289,127	\$2,321,177	(\$2,561,664)	(\$240,487)	(\$1,491,566)	\$979,906	\$1,721,590
Goolgowi Sewer	\$160,265	\$123,083	(\$86,832)	\$36,251	(\$39,176)	\$30,795	\$188,135
Hillston Sewer	\$831,563	\$515,562	(\$315,627)	\$199,935	(\$299,251)	\$97,675	\$829,922
Rankins Springs Sullage	(\$30,997)	\$12,851	(\$20,656)	(\$7,805)	(\$5,000)	\$5,889	(\$37,913)
TOTAL SEWER	\$960,831	\$651,496	(\$423,115)	\$228,381	(\$195,943)	\$134,359	\$980,144

Financial implications

The Operational Plan establishes Council's annual operational and budget priorities and the financial impacts are contained within this document.

Statutory implications (Governance including Legal)

Local Government Act 1993

Local Government General Regulation 2021

Local Government Amendment (Governance & Planning) Act 2016

Integrated Planning and Reporting Framework

Policy implications

Nil

Risk implications

N/A

Community Strategic Plan

The Operational Plan supports all strategic goals within the Community Strategic Plan. It is designed to implement community priorities developed in the CSP.

Recommendation:

That the draft Operational Plan 2022/23 including the proposed rating structure, draft 2022/23 fees and charges and the detailed annual budget (including capital works) be placed on public exhibition.

10.16 Third Quarter Budget Review 2021/22

FM:AUD:REP

Author: Director Corporate & Community Services

Purpose: Review Revenue & Expenditure Projections – 3rd Quarter of 2021/22Separately Circulated: Consolidated Budget Review Statement – 3rd Quarter 2021/22**Background**

In accordance with Clause 203 (Budget Review Statements and Revision of Estimates) of the *Local Government (General) Regulation 2021*:

- (1) Not later than 2 months after the end of each quarter, the responsible accounting officer of a Council must prepare and submit to the Council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the Council's Revenue Policy included in the Operational Plan for the relevant year, a revised estimate of the income and expenditure for that year.
- (2) A budget review statement must include or be accompanied by:
 - (a) A report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the Council is satisfactory, having regard to the original estimate of income and expenditure; and
 - (b) If that position is unsatisfactory, recommendation for remedial action.

In accordance with Clause 211 (Authorisation of expenditure) of the *Local Government (General) Regulation 2021*:

- (1) A council, or a person purporting to act on behalf of a council, must not incur a liability for the expenditure of money unless the council at the annual meeting held in accordance with subclause (2) or at a later ordinary meeting:
 - (a) has approved the expenditure, and
 - (b) has voted the money necessary to meet the expenditure.

The Quarterly Budget Review Statement (QBRS) presents a summary of Council's financial position at the end of the third quarter for the financial year ended 30 June 2022.

The quarterly budget review process is the mechanism through which Council and the community are informed of Council's progress against the Operational Plan (annual budget), together with recommendations for changes and reasons for any budget variations.

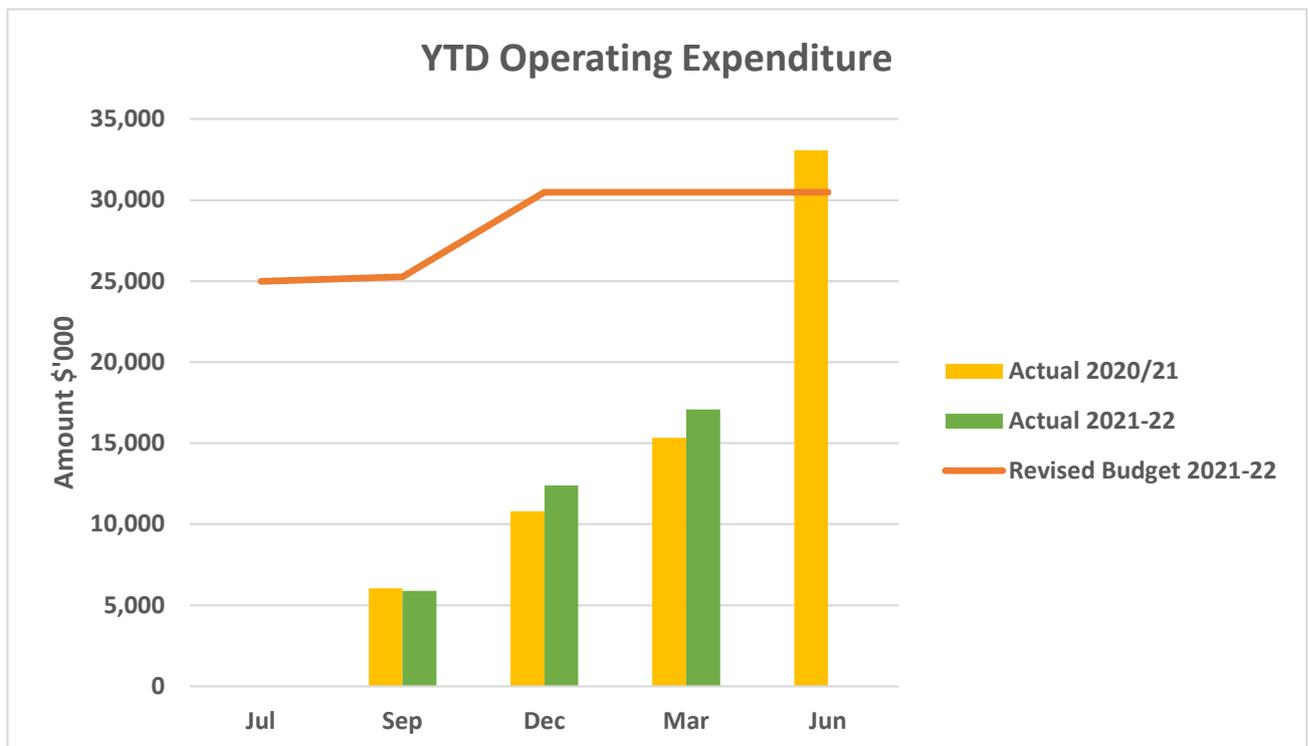
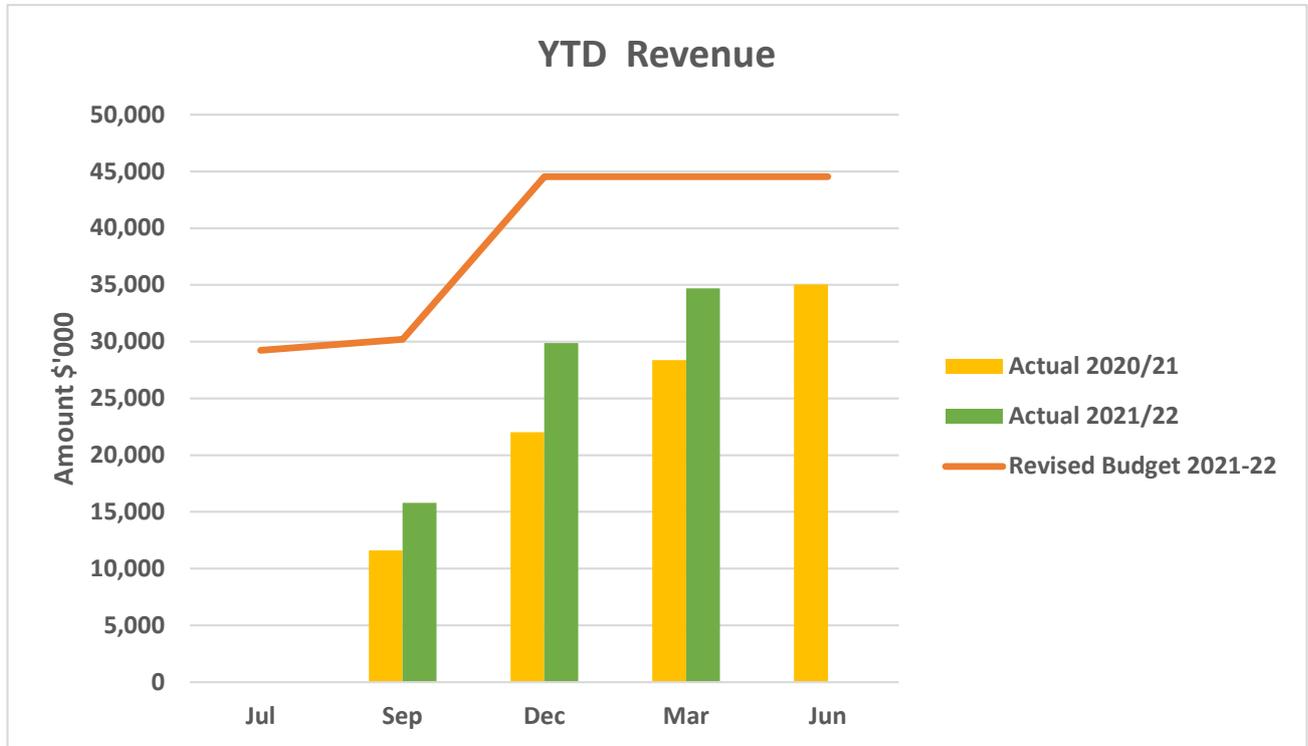
The separately circulated QBRS document has been produced in accordance with the guidelines and standards issued by the Office of Local Government.

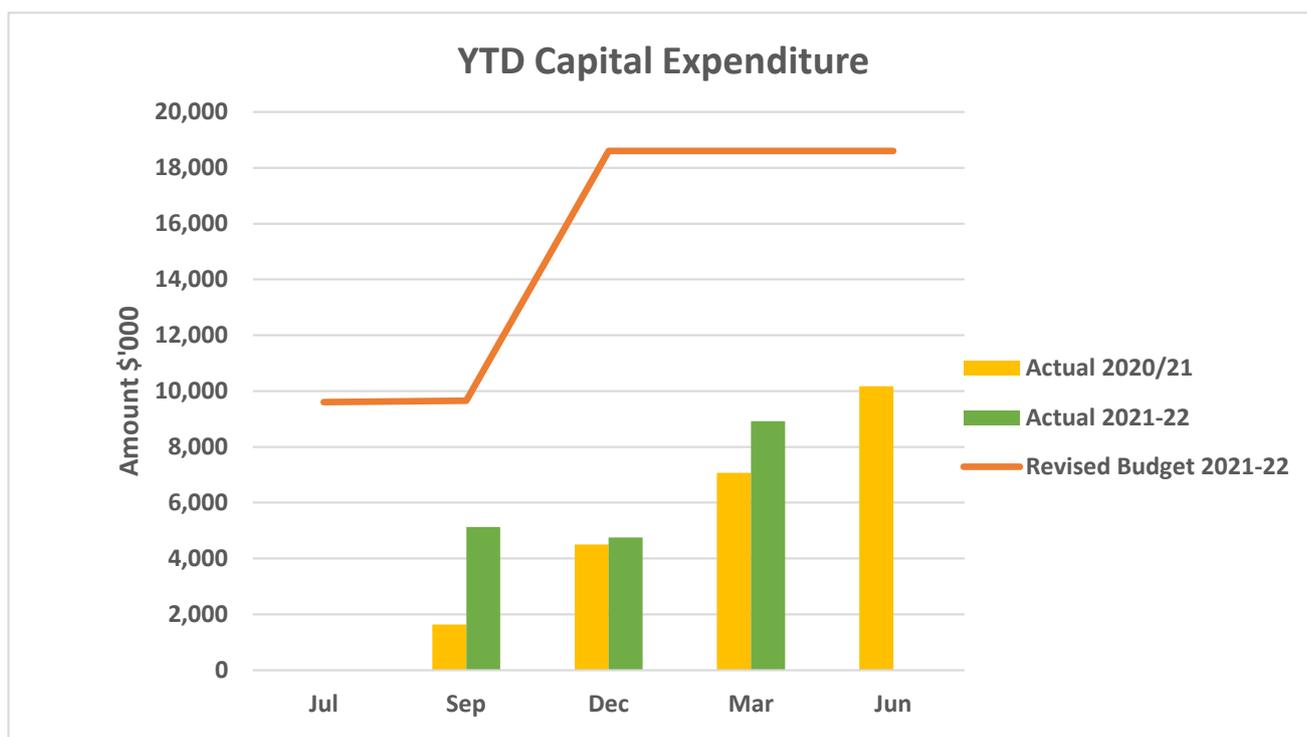
The QBRS provides a global analysis of actual revenue and expenditure for the 3rd Quarter of 2021/22 and includes the following summaries:

- General Fund Operational Summary by Function
- General Fund Operational Summary by Business Unit
- General Fund Capital Expenditure
- GF Operational/Capital Variation Commentary
- Water Services Financial Summary
- Sewer Services Financial Summary
- Water & Sewer Capital Expenditure
- Water & Sewer Variation Commentary
- Movements associated with External & Internal Restrictions on Cash & Investments

INDICATIVE PERFORMANCE AGAINST BUDGET

The graphs below detail performance against budget within the general fund. Disparities will occur during the year and these are primarily due to timing. This is particularly noticeable in the capital expenditure graph with a large capital works program due to increased grant funding becoming available in the second half of 2021/22. Revenue from grant funded works is often received on the successful completion of milestone works.





Financial Implications

GENERAL FUND – ADJUSTED BOTTOM LINE ANALYSIS

The adopted Operational Plan for the general fund showed a surplus budget of \$24,292 for 2021/22. At the completion of the 1st quarter review, the projected surplus was \$655,532 and at the completion of the 2nd quarter review a surplus of \$842,161 was projected. The net vote variations for the 3rd quarter result in a projected surplus of \$940,403 for the 2021/22 financial year. This adjustment is represented by 3rd quarter increases in revenue of \$3,449,362 less increased Operational Expenditure of \$1,250,789 less increased Capital Expenditure of \$2,100,331.

Substantial adjustments primarily reflect the inclusion of the Local Roads & Community Infrastructure 3 program (value \$2.914m). A number of projects were prioritised under this program with the largest being the Lachlan River Rd reconstruction project valued at \$1.3m (Minute 0050 – February 2022).

WATER – ADJUSTED BOTTOM LINE ANALYSIS

The adopted Operational Plan for the combined water funds showed a deficit budget of \$82,094 for 2021/22. At the completion of the 1st quarter review, the projected deficit was \$69,484 and at the completion of the 2nd quarter, a deficit of \$123,984 was projected. The net vote variations for the 3rd quarter result in a projected deficit of \$219,904 for the 2021/22 financial year. This adjustment is represented by a 3rd quarter increase in revenue of \$374,580, an increase in operational expenditure of \$23,800 and an increase in capital expenditure of \$446,700.

SEWER – ADJUSTED BOTTOM LINE ANALYSIS

The adopted Operational Plan for the combined sewer funds showed a surplus budget of \$114,325 for 2021/22. At the completion of the 1st quarter review, the projected surplus was \$126,155 and at the completion of the 2nd quarter, a surplus of \$117,603 was projected across the combined sewer schemes. The net vote variations for the 3rd quarter of 2021/22 result in a projected surplus of \$110,903 for the 2021/22 financial year. The primary change during the 3rd quarter was the inclusion of capital works to reline sewer ponds at Goolgowi which has been funded under the Local Roads & Community Infrastructure 3 program. Remaining variations resulted in an increase in expenditure across the schemes totalling \$6,700.

CONTRACTS

The following table provides details of contracts entered into by Council during the March quarter:

Carrathool Shire Council		Quarterly Budget Review Statement				
		for the period 01/01/22 to 31/03/22				
Contracts Budget Review Statement						
Budget review for the quarter ended 31 March 2022						
Part A - Contracts Listing - contracts entered into during the quarter						
Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
No contracts entered into during Q3 2021/22						
Notes:						
1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whichever is the lesser.						
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.						
3. Contracts for employment are not required to be included.						

CONSULTANCY & LEGAL EXPENSES

Details of consultancy and legal fees paid are shown in the table below:

Carrathool Shire Council		Quarterly Budget Review Statement	
		for the period 01/01/22 to 31/03/22	
Consultancy & Legal Expenses Budget Review Statement			
Consultancy & Legal Expenses Overview			
Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)	
Consultants	-	N/A	
Legal Fees	77	Y	
<u>Definition of a consultant:</u>			
A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.			

CASH & INVESTMENTS HELD AT 31 MARCH 2022

As at 31 March 2022, Council had the following cash amounts (reconciled to the various control accounts within the Practical System) namely:

Cash at Bank (All Funds)	\$1,483,873.84
<u>Investments (On Call & Term Deposits)</u>	<u>\$25,545,373.11</u>
Cash & Investments – as at 31/03/22	<u>\$27,029,246.95</u>

Statutory Implications

Local Government Act 1993

Local Government (General) Regulation 2021 – Clause 203 & Clause 211

QBRS Guidelines, Office of Local Government 2010

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Theme 5. Leadership and Governance

REPORT BY RESPONSIBLE ACCOUNTING OFFICER

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

It is my opinion that the Quarterly Budget Review Statement for Carrathool Shire Council for the Quarter ended 31 March 2022 indicates that Council's projected financial position at 30 June 2022 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original/revised budgeted income and expenditure.

Recommendation:

That the Budget Review for the 3rd Quarter of 2021/22 be received and the vote variations as listed in the Budget Review Statement be made.

10.17 Pecuniary Interest Returns and Related Party Disclosures

GOV:COU:PCDR

Author: Director Corporate & Community Services

Purpose: To advise councillors and designated staff of the requirement to complete returns prior to the July 2022 meeting of Council

Separately Circulated: Copies – Pecuniary Interest Return and Related Party Disclosure forms

Background

The *Local Government Act 1993* provides for the management of pecuniary interests. It places specific obligations on councillors, council delegates, key council staff and other people involved in making decisions or giving advice on Council matters to act honestly and responsibly in carrying out their functions.

The Disclosure of Pecuniary Interest Returns is in compliance with *Clause 4.9* of the *Code of Conduct*: A councillor or designated person must make and lodge with the general manager a return disclosing the councillor or designated person's interest within 3 months after –

- becoming a councillor or designated person, and
- at 30 June each year, and
- the councillor or designated person becoming aware of an interest they are required to disclose in a return

Information contained in returns made under the *Code of Conduct* is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009 (GIPA)*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

The Information and Privacy Commission *Guideline 1 Returns of Interests* prescribes that councillors and designated persons returns of interest must be made publicly available free of charge on council's website,

Section 14 of the GIPA Act 2009 lists as a consideration against disclosure the fact that information may reveal someone's personal information, or would contravene an information privacy principle under the *Privacy and Personal Information Protection Act 1998 (NSW)*.

An individual has a right to protect the privacy of their personal information. Given the amount of personal information that may be contained in the returns, special care will be taken to protect this right.

The type of matter which might be redacted from a return in these circumstances will vary depending on the public interest considerations applied. However, examples might include the signature or residential address of the individual making the return.

Proactively disclosing this information furthers openness, transparency and accountability in local government. It also facilitates the identification and management of potential conflicts of interest that might arise where councillors and other staff participate in decisions from which they may derive, or be perceived to derive, personal or financial benefit.

Each year, the Office of Local Government stresses the need for councillors to 'give due care and attention when dealing with pecuniary interest matters at council meetings under *s451* of the *Local Government Act 1993*'.

Related Party Disclosure Forms are also required to be completed by councillors and by key management personnel annually, to enable Council to meet its obligations under *Australian Accounting Standards AASB 124*.

It is compulsory to return the form even if it is a nil return, as it forms documentation required for audit purposes

A copy of the pecuniary interest return and the disclosure form to be completed for the period 1 July 2021 to 30 June 2022, together with copies of previous returns will be provided at the meeting.

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Local Government Act 1993 s449 & s451
Government Information (Public Access) Act 2009
Government Information (Public Access) Regulation 2009
Privacy and Personal Information Protection Act 1998 (NSW)
Australian Accounting Standards AASB 124

Policy implications

Code of Conduct
Council Policy 158 – Related Party Disclosures
Council Policy 21 – Designated Officers Pecuniary Interest Returns Provisions

Risk implications

If the returns are not completed correctly, Councillors and the designated officers may be held accountable and be subject to disciplinary actions

Community Strategic Plan

Theme 5 – Leadership and Governance

Recommendation:

That Councillors:

- 1. receive the information provided and complete the pecuniary interest returns in accordance with Section 449 of the *Local Government Act 1993*.**
- 2. complete the Related Party Disclosures and return to Council by 26 July 2022.**

10.18 Recognition of Rural Fire Service Assets

CM:PLN:AM

Author Director Corporate & Community Services

Purpose: To inform Council of the assessment of control and recognition of NSW Rural Fire Service (RFS) assets

Information Item: Position Paper on the Rural Fire Service Assets

Background

The recognition of the RFS assets especially the red fleet was discussed at the Audit, Risk & Improvement Committee on 10 August 2018, where the committee endorsed the report to Council presented on 21 August 2018.

Council at this meeting with minute no.0661 resolved that “*Council determined it does not control the RFS assets of vehicles and equipment and confirm it will not recognise these assets in its financial statements.*”

Council has continued not to recognise the RFS plant and equipment in its financial statements, despite the Audit Office continually bringing it to our attention in the audit management letters.

Issues

The Audit Office after consultation with the RFS, and despite the position of a large number of Councils, has determined that Council control the RFS plant and equipment and these assets should be recorded in Council’s financial statements.

Council’s position has not changed and our position paper (provided in the information items), has been supplied to the Audit Office on several occasions. Council has also asked the Audit Office on numerous occasions for the accounting evidence provided by the RFS on the control of these assets and no information has been forthcoming.

The RFS has not included these assets in their financial statements and are also audited by the Audit Office of NSW. Considering that the Audit Office audits both the RFS and Councils, it may appear that the Audit Office has a conflict of interest. Considering the impact of this decision; a third party should be engaged, independent of both the State Government and the NSW Audit Office to provide a determination based on the requirements of the Australian Accounting Standards.

Council has always recognised building assets of the RFS that are built on Council owned or controlled land and these are recognised in Council’s financial statements. The cost of these are paid by Council in full and reimbursed by the RFS.

Council still argues that based on the accounting definition of control, “...which relates to the capacity of the entity to benefit from the asset in the pursuit of its objectives and to deny or regulate the access of others to that benefit. The entity controlling an asset is the one that can, depending on the nature of the asset, exchange it, use it to provide goods or services, exact a price for others’ use of it, use it to settle liabilities, hold it, or perhaps distribute it to owners.” [SAC 4] that Council **does not** control the RFS plant and equipment.

Council does not recognise any other RFS assets such as vehicles and equipment as they are not under the control of the Council. Council may contribute 11.7% towards the cost of these assets but control remains in the hands of the RFS. Council has determined the control is vested in the RFS for the following reasons:

- Budgets are determined by the RFS with very little input by Council

- Operational control remains with the RFS. The RFS determines when the plant and equipment are used. If they are required outside the Shire and even in other states, this is done without Council approval or knowledge. Council does not use this equipment.
- Council does not organise the trade, sale or replacement of these vehicles or equipment, but is required to contribute the 11.7% towards the cost. This is all organised by the RFS.
- The timing of the replacement of the vehicles and equipment is solely determined by the RFS.
- Council does not insure the RFS vehicles and equipment; this is the responsibility of the RFS.

The RFS vehicles and plant will therefore not be recognised in the Council's financial statements.

The Audit Office has indicated it may qualify Council's financial statements if the RFS assets are not included.

Council staff again seek Council endorsement of its accounting position in relation to the RFS plant and equipment.

Financial Implications

If the RFS assets were recognised, the depreciation expense would impact unfavourably on Council's profitability.

Statutory Implications

- *Local Government Act 1993*
- The Local Government Code of Accounting Practice and Financial Reporting.
- Australian Accounting Standards

Policy Implications

Nil

Risk Implications

Council's financial statements may be qualified.

Recommendation:

That Council:

- 1. endorse the accounting position in relation to the RFS assets of plant and equipment.**
- 2. confirm it will not recognise these assets in its financial statements.**

10.19 Launch of new Carrathool Shire Council Website

IM:PUB:WEB

Author: Corporate Services Coordinator

Purpose: To inform Council of the launch of the new Council website

Background

It was identified as part of Council’s Delivery program that the website should be updated to make it more accessible and easier to use for residents, ratepayers and visitors. Planning started on this project in late 2018 and has finalised with the launch of the new website on the 28 April 2022.

The new website is a cleaner, brighter design and has been improved in many aspects, including a Council contact form page as well as digitally accessible forms to download and complete. It is hoped with these new options more people can easily engage with Council and provide feedback on important community issues.

We have also utilised many of the new images obtained during 2021 as part of the update of Councils Tourism Photo Library – allowing the new website to showcase the unique essence of our region.

Issues

Nil

Financial implications

\$25,000 was budgeted in the 2020/21 financial year with \$20,568.18 spent so far.

A further \$5,000 was budgeted this financial year to complete the project.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Section 5d – The community to be better informed of local issues and activities and have increased opportunity to participate in decision making.

Recommendation:

That Council note the information regarding the launch of the new website.

10.20 Economic Development Unit Report – May 2022

ED:TOUR:TEP

Author: Economic Development Officer

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

Background

Each month the Economic Development Unit (EDU) provides Council with an update of activity that has taken place and future proposals for Council consideration.

Issues**Create & Connect**

The Create & Connect workshops are an opportunity for participants to get together in a relaxed atmosphere while creating their own artwork. The art lesson is conducted via an on-demand session from a Melbourne provider. The venue and nibbles/afternoon tea are supplied by the host community group. Participants bring their own refreshments. All community members are welcome especially those who are new to our area. Dates for additional Create & Connect Workshops have now been finalised. Goolgowi was held on 7 May 2022 at the Goolgowi Ex-Servicemen's Club. The Goolgowi CWA provided the nibbles/afternoon tea.

The Rankins Springs Create & Connect Workshop will be held on Sunday 22 May 2022. The Rankins Springs Hall Committee are hosting as well providing afternoon tea/nibbles.

The Carrathool community will hold theirs on 4 June at the Family Hotel.

Youth Week

This year a Street Art Workshop was held in Hillston. Luke Vineberg from Wagga ran the workshop which 12 young people attended and competed an artwork. The day included lunch and drinks.

A movie night was held at Stan Peters Oval with 2 movies being shown. Approximately 75 people attended with free entry and popcorn and a kiosk run by the Hillston Swans.

Tourism Brochure Reprint

Updated Hillston maps have been ordered.

Keep Australia Beautiful

The EDSO met with a representative from Keep Australia Beautiful to discuss programs and campaigns that this organisation leads. Two of the programs are Sustainable Communities Tidy Town Awards and Enviromentors – Sustainability Education Programs.

The Sustainable Communities Tidy Towns Awards has been running since 1981 to encourage, recognise and reward local communities, Council's, businesses and schools for their outstanding efforts to reduce litter, increase recycling and beautify and improve their local environment. The Awards consist of 12 categories including Community Spirit and Inclusion Award, Habitat and Wildlife Conservation Award, Heritage and Culture Award and Communication and Engagement Award. There are also opportunities to engage with the Keep Australia Beautiful foundation for various programs and funding opportunities. Membership is not a requirement to be included in the awards and programs.

Enviromentors – Sustainability Education Programs are funded through Council's membership to RAMJO. Hillston Central School, Goolgowi Public School and Carrathool Public School have all been involved in past visits from the Keep Australia Beautiful Enviromentors, Rankins Springs has now been added to this list.

Movie Screen Project – Hillston Hall

In Council’s 2021-2022 Budget, \$30,000 was allocated to install a motorised screen in the Hillston Community Centre. Discussions have been ongoing with Light & Sound in Echuca regarding the logistics of this project. Given that the hall is a multipurpose venue with a high ceiling, sky lights and hanging lights the mounting of a screen and suitable projector unit is cost prohibitive and logistically problematic.

Alternative options are being considered including placing the motorised screen on the southern side of the main hall with the projector mounted on the opposite wall above the air conditioning duct or a LED screen in the Don Hyder Room.

Information Distributed to the Community

- Rotary International Inspirational Women Awards – Nominations Open
- Expressions of Interest – Reconnecting Regional NSW – Community Events Program
- Community Connection and Wellbeing Program

Financial implications

Existing EDU budget and grant funding.

Statutory implications (Governance including Legal)
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Nil

Policy implications

Nil

Risk implications

Nil

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:

- 1. note the Economic Development Officer’s report for May 2022.**
- 2. determine whether to proceed with the installation, or**
- 3. determine the location of the proposed movie screen at the Hillston Hall.**

10.21 Reconnecting Regional NSW – Community Events Program

GS:PGM:RRNSWCEP

Author: Economic Development Support Officer

Purpose: To inform Council of funding allocated by Department of Regional NSW, and to determine the events that will receive funding.

Attachment: Correspondence from The Hon. Paul Toole MP

Background

The NSW Government recently unveiled a \$200 million Regional Recovery Package that will create new jobs and support community events, shows and festivals to boost tourism across the state.

As part of this package, The Hon. Paul Toole MP has announced the NSW Government’s Reconnecting Regional NSW – Community Events Program. This \$25 million commitment will promote economic and social recovery across all regional NSW local government areas.

This will be achieved by supporting regional NSW councils, the Lord Howe Island Board and Regional Development Far West to deliver COVID-Safe community events and festivals that are open for the entire community to attend, providing immediate positive outcomes for regional communities.

A dedicated allocation of \$119,826 is available to the Carrathool Shire Council to apply for funding towards these events.

Issues

Council has a number of events (new and existing) for funding consideration.

An Expression of Interest has been circulated to community groups/organisations within the Carrathool Shire to submit their Expression of Interest for funding to support their existing event or to fund a new event within our Shire. Expressions of Interest closed on 6 May 2022 with the following events submitted for consideration.

Council Events	Funding Requested
2023 Australia Day Celebrations – Goolgowi Pool Party	\$10,000
Community Pool Parties	\$ 8,000
Lights on the Lake - Lake Woorabinda Festival	\$25,000
Summer Nights Movie Series (includes purchase of inflatable screen, outdoor projector & audio equipment and hire of movies for 5 screenings (2 movies each))	\$11,000
Total	\$54,000.00

Community Events	Funding Requested
<u>Taste of Hillston Luncheon</u> – Hillston Hospital Auxiliary This is a new event to be held in September. Activities include lunch of local produce, music, poetry and art. The venue suggested is private property, after discussions with the contact person and funding body, a new venue which is public is preferred by the funding body. Approx. number of attendees 120.	\$12,000
<u>St Joseph’s Christmas Tree</u> This is an existing event which is held annually in December. Activities include waterslide, music and facepainting/street performer. Approx. number of attendees 200	\$2,200

<u>Spring in the Springs</u> This is an existing event held annually in October. Activities include music, jumping castles, food, markets, show and shine, art & photo exhibition. Approx. number of attendees 250	\$3,932
<u>Ladies Night Out – Hillston CWA</u> This is a new event to be held in August. Activities include dinner and fun competitions. Approx. number of attendees 100	\$2,000
Total	\$20,132
Total of Submitted Events	\$74,132

Financial implications

Grant Funding

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

- 1c A community where young people are engaged and valued
- 1d An engaged and trusting community with strong social and support networks
- 3a Establish Carrathool Shire as a welcoming and exciting place for our community and visitors
- 3d Support partnerships to achieve positive outcomes for the community

Recommendation:

That Council:

- 1. note the funding allocation from Department of Regional NSW.**
- 2. consider and determine the Events to receive funding.**
- 3. continue to seek expressions of interest for eligible events**

ATTACHMENT



The Hon. Paul Toole MP
Deputy Premier
Minister for Regional New South Wales
Minister for Police

OFFICIAL

ref: RVF21/4357

Clr Darryl Jardine
Mayor
Carrathool Shire Council
PO Box 12
GOOLGOWI NSW 2652
CC: Mr Rick Warren, General Manager
E: council@carrathool.nsw.gov.au

Dear Councillor Jardine

Reconnecting Regional NSW – Community Events Program

The NSW Government recently unveiled a \$200 million Regional Recovery Package that will create new jobs and support community events, shows and festivals to boost tourism across the state.

As part of this package, I am pleased to announce the NSW Government's Reconnecting Regional NSW – Community Events Program. This \$25 million commitment will promote economic and social recovery across all regional NSW local government areas.

This will be achieved by supporting regional NSW councils, the Lord Howe Island Board and Regional Development Far West to deliver COVID-Safe community events and festivals that are open for the entire community to attend, providing immediate positive outcomes for regional communities.

A dedicated allocation of \$119,826 is available to the Carrathool Shire Council to apply for funding towards these events. We encourage you to engage with the local community and employ local external event coordinators and businesses to support local recovery.

How to apply

- Applications for Reconnecting Regional NSW – Community Events Program grants will open 7 April 2022 and will close on the 24 June 2022.
- Events must be held by 31 March 2023.
- Please visit <https://rpf.smartygrants.com.au/CEP> to make an application.
- Once your completed application is submitted, assessment and approval will be within 20 business days. A funding deed will be issued shortly after, followed by an 80% upfront payment. The remaining 20% will be paid upon completion of the project and acceptance of your submitted completion report.

Assistance to prepare applications

You are encouraged to work with your local Department of Regional NSW representative Jane Barnes on your application. Ms Barnes can be contacted on jane.barnes@regional.nsw.gov.au or 0428 424 568.

For any further information on the program please visit www.nsw.gov.au/CommunityEvents.

Thank you for your ongoing collaboration and I look forward to seeing your community's events go live.

Yours sincerely

The Hon. Paul Toole MP
Deputy Premier
Minister for Regional New South Wales
Minister for Police

OFFICIAL

GPO Box 5341 Sydney NSW 2001 • P: (02) 8574 7000 • W: nsw.gov.au/deputypremier

10.22 Request for Relocation of the Billboard Art Installation

ED:PTN:TOUR

Author: Economic Development Support Officer

Purpose: To inform Council of a request to relocate the Billboard Art Installation

Attachment: Aerial Map of current site and proposed relocation, photographs of current site.

Information Item: Correspondence from Hillston Creative Arts Council requesting relocation of the Billboard.

Background

In July 2021 Council resolved to locate the Australia Day Billboard Art winner on the road reserve on eastern side of the Kidman Way in Hillston approximately 10 metres south of 30 McGee Street.

The Billboard was installed in January 2022.

Issues

A request has been received from Hillston Creative Arts Council (Red Dust & Paddymelons Community Gallery) to relocate the billboard to the corner of The Kidman Way and Haines Street. Reasons cited for the relocation include photographic suitability and parking improvements for viewing of the billboard.

Parking – Current Location offers approximately 100m of wide sealed road for parking caravans. The proposed location has no sealed road available for parking.

Financial implications

Council Budget – anticipated cost \$500.

Policy implications

Nil

Risk implications

Transport for NSW approval will be required for works on State Highways.

Community Strategic Plan

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

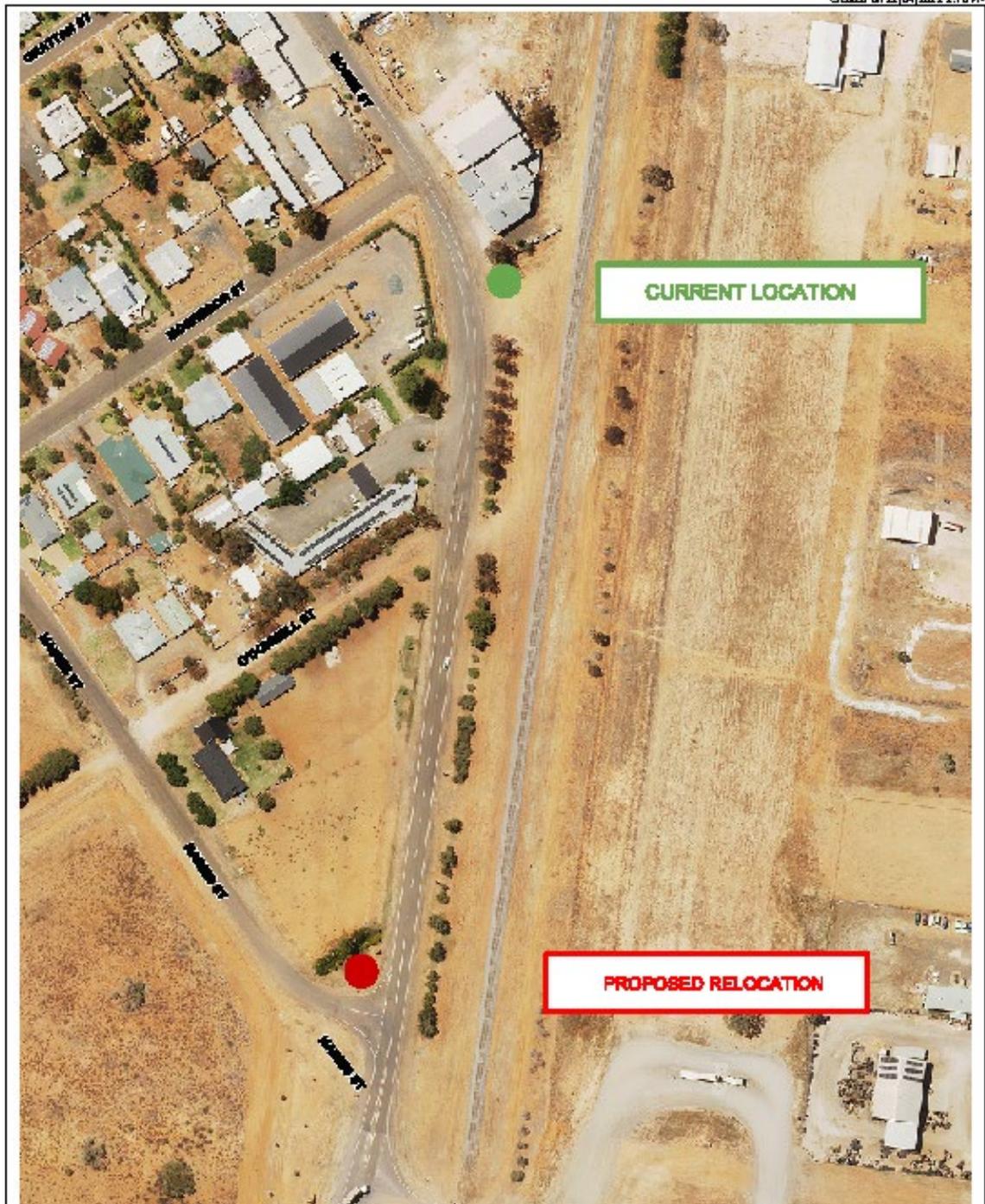
- 3a. Establish Carrathool Shire as a welcoming and exciting place for our community and visitors.
- 3d. Support partnerships to achieve positive outcomes for the community.

Recommendation:

That Council determine if the billboard art installation is to be relocated to the corner of The Kidman Way and Haines Street, Hillston.

ATTACHMENT

Created on 22/04/2022 2:18 PM



<p>Map of the Location The map is not a guarantee of accuracy. It is a visual representation of the information provided to the Council. The Council is not responsible for any errors or omissions. The Council is not responsible for any damage or loss resulting from the use of this map. The Council is not responsible for any damage or loss resulting from the use of this map.</p>	<p>Map of the Location The map is not a guarantee of accuracy. It is a visual representation of the information provided to the Council. The Council is not responsible for any errors or omissions. The Council is not responsible for any damage or loss resulting from the use of this map. The Council is not responsible for any damage or loss resulting from the use of this map.</p>	<p>Billboard Art Installation - Current and Proposed Relocation</p> <p>Map Scale: 1:2000 at A4</p>
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Current Location



Proposed Location



11. Committee Reports

11.1 Roads Committee Meeting 19 April 2022

CM:MEET:EC

Author: Acting Director Infrastructure Services

Purpose: To formerly adopt the minutes of the Roads Committee Meeting held 19 April 2022

Attachment: Minutes from the Roads Committee Meeting

Background

The Roads Committee included The Whole of Council and staff General Manager Rick Warren, Acting Director Infrastructure Services Bert Breuling, Director Corporate & Community Services Robert Rayner, and Manager Infrastructure Services Willem De Meyer

Issues

Nil

Financial Implications

Nil

Statutory Implications (Governance including Legal)

Nil

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Theme 2: Infrastructure for a sustainable future

Recommendation

That the Council receive and adopt the minutes of the Roads Committee as attached.

ATTACHMENT

**MINUTES OF THE ROADS COMMITTEE MEETING OF THE CARRATHOOL SHIRE
COUNCIL HELD AT THE HILLSTON DISTRICT OFFICE
on Tuesday, 19 April 2022 commencing at 10.21 am**

1. PRESENT

Councillors: DL Jardine (Mayor), DA Liddicoat, B Furner, GR Peters, MS Armstrong, LW Cashmere, (arrived at 9.39 am) JK Potter, (arrived at 9.51 am) HJ Lyall, DP Fensom and WR Kite.

Staff: General Manager Rick Warren, Director Corporate and Community Services Robert Rayner, Manager Infrastructure Services Willem De Meyer, Manager Town & Fleet Services Bert Breuling.

2. LEAVE OF ABSENCE

A request for leave of absence was received from Cr LW Cashmere & JK Potter
Moved: Cr DP Fensom / Seconded: Cr WR Kite

3. ROADS TO RECOVERY – PROJECTS 2022-2023

Committee Recommendation That the Roads Committee note the Roads to Recovery report for proposed 2022-2023 projects with the following changes detailed in attachment "A".

4. TRANSPORT FOR NSW REPAIR PROGRAM – PROJECTS & BLOCK GRANT

Committee Recommendation: that the Roads Committee note the TfNSW Block Grant and Repair Program report and approve the nominated projects for 2022-2023.

5. LOCAL ROADS CAPITAL

Committee recommendation that the Roads Committee note the Local Road capital report and approves the amended projects for 2022-2023 as listed in attachment "A".

6. LOCAL ROADS MAINTENANCE

Committee recommendation that the Roads Committee note and approve the amended Local Roads Maintenance program for 2022-2023 as detailed in attachment "A".

7. FIXING LOCAL ROADS ROUND FOUR PROGRAM

Committee recommendation that the Roads Committee note the report on Fixing Local Roads Round Four and approve the applications for the Mossgiel Road, The Springs Road and Lachlan Valley Way.

All Recommendations: Moved: Cr MS Armstrong / Seconded: Cr DA Liddicoat

8. GENERAL BUSINESS

8.1 Boorga Road

8.2 Rankins Springs Road (MR371 Lakes Road)

10. NEXT MEETING

The next meeting is set for April 2023.

11. CLOSURE

There being no further business, the meeting terminated at 10.22 am.

.....
CR DL JARDINE, CHAIRMAN
THIS IS PAGE 1 OF THE MINUTES OF THE ROADS COMMITTEE MEETING OF THE CARRATHOOL SHIRE COUNCIL
held on Tuesday 19 April 2022

11.2 Plant Committee Meeting 19 April 2022

CM:MEET:EC

Author: Acting Director Infrastructure Services

Purpose: To formerly adopt the minutes of the Plant Committee Meeting held 19 April 2022

Attachment: Minutes from the Plant Committee Meeting

Background

The Plant Committee included The Whole of Council and staff General Manager Rick Warren, Acting Director Infrastructure Services Bert Breuling, Director Corporate & Community Services Robert Rayner, and Manager Infrastructure Services Willem De Meyer

Issues

Nil

Financial Implications

Nil

Statutory Implications (Governance including Legal)

Nil

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Theme 2: Infrastructure for a sustainable future

Recommendation

That the Council receive and adopt the minutes of the Plant Committee as attached.

ATTACHMENT

**MINUTES OF THE PLANT COMMITTEE MEETING OF THE CARRATHOOL SHIRE COUNCIL
HELD AT THE HILLSTON DISTRICT OFFICE
on Tuesday, 19 April 2022 commencing at 10.19 am**

1. PRESENT

Councillors: DL Jardine (Mayor), DA Liddicoat, B Furner, GR Peters, MS Armstrong, HJ Lyall, DP Fensom and WR Kite.

Staff: General Manager Rick Warren, Director Corporate and Community Services Robert Rayner, Manager Infrastructure Services Willem De Meyer, and Manager Town & Fleet Services Bert Breuling

2. LEAVE OF ABSENCE

A request for leave of absence was received from Cr JK Potter & LW Cashmere.

Moved: Cr MS Armstrong / Seconded: Cr HJ Lyall

3. DECLARATIONS OF PECUNIARY AND CONFLICTS OF INTEREST

Nil

4. BUSINESS ARISING

4.1 Executive Summary of Fleet Management Plan 2022/2032

Committee recommendation that the executive summary of the Fleet Management Plan 2022/2032 be noted.

4.2 Summary of Plant Acquisitions 2021/2022

Committee recommendation that the summary of Plant Acquisitions 2021/2022 be noted.

4.3 Summary of Proposed Major Plant Acquisitions 2022/2023

Committee recommendation that the Major Plant Acquisitions for 2022/2023 be endorsed:

Plant 3524	John Deere 770 Motor Grader
Plant 2063	Kenworth T909 Prime Mover
Plant 2577	Tri Star Tri Axle Side Tipping Trailer
Plant 3060	MST Backhoe/Loader
New Plant	Suction Vacuum Trailer Unit

4.4 Proposed Plant Replacement for 2022/2023

Committee recommendation that the proposed Summary Plant Acquisitions for 2022/2023 be endorsed.

4.5 Plant Replacement 10 Year Proposal

Committee recommendation that the proposed Plant Replacement for 2021/2022 be endorsed.

All Recommendations: Moved: Cr GR Peters / Seconded: Cr HJ Lyall

5. GENERAL BUSINESS

Nil

6. NEXT MEETING

The next meeting is set for April 2023.

7. CLOSURE

There being no further business, the meeting terminated at 10.21 am

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CR DL JARDINE, CHAIRMAN
THIS IS PAGE 1 OF THE MINUTES OF THE PLANT COMMITTEE MEETING OF THE CARRATHOOL SHIRE COUNCIL
held on Tuesday 19 April 2022

12. Closed Council Reports

12.1 Parliamentary Committee Report – Health Outcomes and Access to Hospital Services in Rural, Regional and Remote NSW

PH:LIA:PHI

Author: General Manager

Purpose: To inform Council of the release of the above report on 5 May 2022.

Background

Council is asked to consider this report Parliamentary Committee Report – Health Outcomes and Access to Hospital Services in Rural, Regional and Remote NSW 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

Recommendation:

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 **21 June 2022** commencing at **10.00am**.