



ORDINARY MEETING AGENDA

19 December 2023

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



TABLE OF CONTENTS

1.	Present.....	5
2.	Apologies.....	5
3.	Declaration of Pecuniary and Conflicts of Interest.....	5
4.	Confirmation of the Previous Minutes.....	5
	Ordinary Council Meeting 21 November 2023	5
5.	Business Arising.....	5
6.	Motions & Questions (notice given).....	5
7.	Presentations/Public Addresses (where scheduled).....	5
	9.45 am for a 9.55 am start – Citizenship Ceremony.....	5
	Mrs Starr Estrella	5
	Miss Quill Estrella (Child)	5
	Ms Maria Erasmus	5
	Mrs Raveena Worner	5
	Mr Stefan Ferguson.....	5
8.	Mayoral Report.....	7
8.1	Mayors Report.....	7
9.	Delegates Report.....	8
10.	General Managers Report.....	8
10.1	Ongoing Action from Previous Business Papers	8
10.2	Precis of Correspondence	10
10.3	Gunbar Cemetery.....	11
10.4	Request for Additional Infrastructure – Hillston Central School.....	12
10.5	Hillston Caravan Park – Additional Cabins	13
10.6	Infrastructure Report	15
10.7	Draft Regional Emergency Road Repair Fund.....	23
10.8	Floodplain Management Committee Minutes – Rankins Springs	25
10.9	Lachlan River Road – Flood Immunity Upgrade	29
10.10	Local Road Status report.....	30
10.11	Plant Report	32
10.12	Development Applications – December 2023	33
10.13	Development Applications DA2024/011, DA2024/012, DA2024/014, DA2024/015 – Alterations and Additions to Poultry Production Facilities	34
10.14	Development Applications 2023/30 –Extractive Industry, Quarry.....	54
10.15	Finance Report – Statement of Bank Balances – November 2023	63
10.16	Finance Report – Investments Schedule – November 2023	65
10.17	Council Policy 19 – Investment of Surplus Funds Policy	69
10.18	Council Policy 99 – Public Interest Disclosures Policy	72
10.19	Whitton Stock Route Road	74
10.20	Draft Policies for Review	79
10.21	Community Development Officer Report – December 2023	81
10.22	Lake Woorabinda Festival 2024	83
11.	Committee Reports	85
12.	Closed Council Reports.....	85
12.1	Water Purchases – Lachlan / Murrumbidgee Rivers.....	85
12.2	Councils Staff Gratuity Policy	86
12.3	Australia Day Awards 2023	87
12.4	Hillston Subdivision – Status update	88
13.	Next Meeting.....	89

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 have a connected and thriving community enjoying active and fulfilling lives while protecting and appreciating our environment and unique way of life."

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
TUESDAY, 19 DECEMBER 2023 COMMENCING AT 9.45 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 21 November 2023

5. Business Arising

6. Motions & Questions (notice given)

7. Presentations/Public Addresses (where scheduled)

9.45 am for a 9.55 am start – Citizenship Ceremony

Mrs Starr Estrella
Miss Quill Estrella (Child)
Ms Maria Erasmus
Mrs Raveena Worner
Mr Stefan Ferguson

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:MRPC

Author: Mayor Darryl Jardine

Purpose: To inform Council of the Mayor’s activity since the meeting held 21 November 2023.

Background

I have had the privilege of being invited and attending the school’s presentation evenings. St Josephs’ Primary School was held on Tuesday evening 5 December and the Hillston Central School on the evening of 12 December, both nights were well attended and a credit to the students and community.

At the time of writing this report I will be attending the staff meeting in Hillston on 14 December to present staff service awards. Of note with this recognition is the contribution of Owen Pascoe who has clocked up 50 years service with Council. Congratulations to Owen and thank you to the other staff members recognized on the day.

As a Council and with the support of the staff I believe we have achieved substantial benefit for our community over the past year. Some projects have been a while coming to fruition and are often contingent upon third party involvement. It is good to see the near completion of the river bank stabilization, and we have certainly made inroads into improving the road network.

I wish all Councillors and staff a merry Christmas and a prosperous new year. To those travelling take care.

Finally, a thank you to my fellow Councillors for your support during the year and for the co-operation within the Council in our decision making and direction for the community.

Recommendation:

That Council note the Mayors report to the December 2023 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> .	Advised by Minister for Lands, water licence will not be transferred. (August 2023). Local Member seeking assistance from Minister, has had some discussion further information to be provided to minister.

0280/ 20.09.22 – Lachlan River Road Flooding

Responsible Officer: DIS

DECISION	ACTION TAKEN
Develop design & costings to alleviate the current flooding corner Lachlan River Rd for future road programs	DIS has been holding discussions with other party. – Report to December Meeting.

0414/ 21.02.23 – Disaster Ready Fund Rd 1, 2023/2024

Responsible Officer: DIS

DECISION	ACTION TAKEN
Prepare Submission for future rounds on Kidman Way Nth Wallanthery Bridge to alleviate flooding closing the road.	DIS holding discussion with interested party. Awaiting funding opportunity. Report to December meeting.

0483/ 18.04.23 – Electric Vehicle Destination Feasibility Assessment

Responsible Officer: GM

DECISION	ACTION TAKEN
2. request Council staff provide a further report and submission on the installation of EV charging stations at Goolgowi and Hillston when funding opportunities are available.	Pending – Funding availability

0508/ 16.05.23 – Umbrella Creek Bridge (Motions & Questions)

Responsible Officer: DIS

DECISION	ACTION TAKEN
1. Council increase the width of the culvert bridge over the Umbrella Creek on the Mossgiel Road by two culvert widths being approximately 2.5 metres.	Design to be brought back to Council
2. Council staff bring a costing back to the June Council meeting giving the approximate cost expected in undertaking the work, and	Schedule to be provided November meeting.

0604/ 15.08.23 – Caravan Park - Operations

Responsible Officer: CD&PM

DECISION	ACTION TAKEN
3. Provide a further report on the viability of an extra cabin being placed in the Hillston Caravan Park.	Report December meeting.

0619/ 15.08.23 – Creation of Shovel Ready Project List

Responsible Officer: CDO

DECISION	ACTION TAKEN
Council determined that all projects listed in the report be developed, costed and scoped for an inclusion in a “Shovel Ready” List.	Work in progress. Project costing being developed.

0661/ 19.09.23 – Lake Woorabinda

Responsible Officer: GM

DECISION	ACTION TAKEN
3. A report be bought back to Council investigating the purchase of additional water.	Report December Meeting

0674/ 17.10.23 – Regional Emergency Road Repair Fund (RERRF)

Responsible Officer: GM

DECISION	ACTION TAKEN
4. Instruct the GM to bring a draft works plan for the Regional Emergency Road Repair Fund program to the December 2023 Council meeting for consideration.	Report December Meeting

0687/ 17.10.23 – Transfer of Land to Council

Responsible Officer: DCCS

DECISION	ACTION TAKEN
1. Approve the transfer of the land to Council’s name for the value of the unpaid rates.	Pending.
2. The land is to be classified as operational land.	

0712/ 21.11.23 – Local Unsealed Road Pavement Stabilisation Trial

Responsible Officer: DIS

DECISION	ACTION TAKEN
Note the report on the stabilisation trial and a further report be presented to Council after further monitoring has occurred.	Pending.

That Council note the update on action report for December 2023.

10.2 Precis of Correspondence

GOV:MCCC:MRPC

Author: General Manager

Purpose: Matters for consideration by Council.

Information Items: 10.2.1 – Griffith Cycle Club
 10.2.2 – Rankins Springs Golf Club
 10.2.3 – Brian Cunningham
 10.2.4 – Hillston District Aquatic Club

10.2.1 Griffith Cycle Club – Dean Carter Memorial Cycle Race.

Requesting permission from Council to hold the Dean Carter Memorial cycle race on Sunday, 21 April 2024. The event includes part of Rankins Springs Road (321R) in our local government area.

Copies of the Event Management Plan (including Traffic Management Plan) and Race Sanction Request form to AusCycling have been provided. This has also been submitted to Griffith City Council for approval.

Council has approved similar inter-club cycle road race applications in previous years.

Recommendation:

That Council approve the Griffith Cycle Club application for the Dean Carter Memorial cycle race to be held on 21 April 2024 which includes part of Rankins Springs Road in Carrathool Shire, in accordance with the Traffic Management Plan.

10.2.2 Rankins Springs Golf Club – Requesting a donation

Requesting a donation of \$500 from Council to assist with activities at the Community Christmas Party to be held Saturday 16 December 2023.

Council provided \$500 for this purpose in 2022. Currently there is a balance of \$7,000 remaining in the donation vote.

Recommendation:

For Council determination.

10.2.3 Brian Cunningham – Gunbar Cemetery

Mr Cunningham has written to Council asking if the shelter at the Gunbar Cemetery could be dedicated to the memory of Mrs Janette Naismith for her work in the Gunbar area.

Further asking if the Council approve the above will it fund a memorial plaque for placement at the shelter.

(GM Note: it is anticipated a plaque would be in the vicinity of \$700 - \$1,000 depending upon wording.)

Recommendation:

For Council determination.

10.2.4 Hillston District Aquatic Club – Request Donation

Requesting Council to provide a donation towards the cost of fuel for the pump to fill the lake.

A new user agreement for a two year period was executed by the club on 29 November 2023, under clause 7.4 this is a responsibility of the club.

Recommendation:

For Council determination.

10.3 Gunbar Cemetery

CP:MNT:CEM

Author: General Manager

Purpose: To inform Council of a request to undertake maintenance of the Gunbar Cemetery.

Background

Mr Pat Flanagan on behalf of the Gunbar residents who have maintained the cemetery has asked that Council give consideration to taking full operation of the Gunbar Cemetery.

A search of records through Cemeteries and Crematoria NSW shows that Council is the registered operator of Gunbar Cemetery as well as all other cemeteries within the shire.

Issues

It would appear that the current arrangements are for maintenance only and according to a 2015 report to Council there are no trust arrangements in place thus the operation falls to the Local Government Authority. A similar request in the same year resulted in the following Council resolution;

"That Council advise crown lands of the intent to take over the trusteeship and responsibility for operation of the Gunbar cemetery immediately." Cr R Campbell / Cr D Fensom.

Financial Implications

While large in area the effective operations of the cemetery would require around six hours per month on average to maintain the area. This would be basic weed control through poison and slashing.

Approximate cost would be \$600 per month.

Statutory implications (Governance including Legal)

The operation of the cemetery defaults to the local government authority. The level of maintenance is a decision of Council.

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 4 – Reliable and Relevant Services.

Recommendation:

That Council:

- 1. note the request from Mr Pat Flanagan regarding the Gunbar Cemetery.**
- 2. note the resolution from October 2016 and continue to provide basic maintenance to the Gunbar Cemetery, at an anticipated cost of \$7,000.**

10.4 Request for Additional Infrastructure – Hillston Central School

PR:DC:SF

Author: General Manager

Purpose: To inform Council of a request and petition from the community and Hillston Central School Students for a pump track and splash pad at Hillston.

Background

On 1 December Council received a petition (included in the envelope) requesting provision of additional recreational facilities in Hillston, and an opportunity to discuss further the potential for these facilities.

Issues

Council will be aware of the potential; cost of both projects – combined they are estimated to be well in excess of \$600,00, a figure Council is unable to provide through its own source revenue. Councils rate revenue for the previous year is \$3.6 million. The covering contact letter received also acknowledges that such resource allocation is a complex matter.

Should Council wish to proceed it would be prudent to seek a single point of contact from the letter writers to meet and discuss various issues regarding the requests and should a priority be established, a location be determined for each or both facilities. It is anticipated a project of this magnitude would be only possible with the provision of grant funds from other levels of government.

If consideration is given to the request a full scope should be determined for the project which includes location, cost and ongoing maintenance.

Financial implications

Without doing a full scope it is anticipated each project will be in the vicinity of \$300,000 based on information provided over previous years. Ongoing maintenance is yet to be determined.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil at this stage.

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities.

Recommendation:

For Council Determination, if it wishes to consider the matter further;

- 1. request a single point of contact on behalf of the petitioners.**
- 2. request the priority of the projects.**
- 3. cost the projects including ongoing maintenance and locations.**
- 4. Seek eligible grant funding to proceed with a future application.**

10.5 Hillston Caravan Park – Additional Cabins

CP:MTC:CP

Author: General Manager

Purpose: To provide Council with updated information regarding the commissioning of a disabled access cabin.

Background

At the October 2023 meeting Council resolved to obtain accurate costings for a disabled cabin and for a studio cabin.

Issues

Disabled Cabin

Pricing provided by the manufacturer currently for the cabin is \$180,000. Electrical, plumbing, furnishings and site costs amount to another \$40,000 for an all up completed cost of \$220,000.

There is a twelve month wait for the cabin when ordered and any price increases will be passed to the customer.

Studio Cabin

A studio cabin is slightly less expensive and can be sourced from a number of suppliers, although lead time is still in excess of six months. Pricing for this style of cabin is in the range of \$140,000 to \$160,000 plumbing and furnishing are an additional \$20,000.

Drainage Works

The planned drainage works are waiting on the availability of a local contractor. It is anticipated this will not commence until early in the new year. The works are costed at \$160,000 and have already been funded from s7.12 contributions.

Deluxe Cabin Install

The manufacturer was in Hillston on November to assess footing locations for the new cabin again this is expected to be delivered in the new year. This cabin has also been funded from the reserve balance.

Financial implications

As at 30 November, Hillston Caravan Park is showing a surplus of \$76,000. For the 2022/23 Financial Year Hillston Caravan Park had a surplus of \$267,000.

The current reserve is \$687,000. It is anticipated any surplus for the park would be placed in reserve at the end of this financial year.

Reserve	\$687,000
Access Cabin	(\$220,000)
Studio Cabin	(\$170,000)
Balance	\$297,000

Should Council proceed with the installation of the two cabins it is anticipated the reserve balance will be \$297,000 plus any surplus this year that Council wishes to place in reserve.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

There is potential for costs to increase due to the lead times from order to delivery. The manufacturers have indicated due to the volatility of the economy additional production costs will be passed on to the customer.

Unfortunately this is becoming a common practise although a risk Council is able to endure.

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities.

Recommendation:

That Council:

1. **note the current financial position of Hillston Caravan Park and funded works already in progress.**
2. **proceed with the installation of a two bedroom disabled access cabin at an anticipated all up cost of \$220,000.**
3. **proceed with the installation of a studio cabin at an anticipated cost of \$170,000.**
4. **note funding for both cabins to come from the Caravan Park Reserve.**

10.6 Infrastructure Report

RD:IR

Author: Director Infrastructure Services

Purpose: To Summarise Infrastructure Services Activities for November 2023

Attachment: Register of Roads Maintenance

Background

Reporting Period 28 October 2023 to 24 November 2023

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 below:

Pothole (ea)		Vegetation Control (ea)		Maintenance Grading (cl kms)	
Lachlan River Road	10	Whealbah Road	6	Andersons Lane	3
Roto Road	35	TOTAL	6	Barrys Scenic Drive	4.8
Cowper Street	2	Surface Drains and Floodway (m)		Blackgate Road	6.5
Milton Street	3	Barrys Scenic Drive	6700	Burchers Road	7
Gilmore Lane	20	Crows Nest Road	47004	Crows Nest Road	19
TOTAL	70	Merungle Road	6000	Kites Road	5.6
Temporary Pavement Repair (m²)		TOTAL	59704	Mitchell Track	3.5
Belaley Road	0.5	Maintain Unsealed Shoulders (shldr kms)		Merungi Road	2
Jardines Road	3.6	Barrys Scenic Drive	4.8	Mount Bingar Road	8.5
Lachlan River Road	145	Kites Road	5.5	Pleasant Valley Road	13.4
Roto Road	682	Mitchell Track	3.5	The Bluff Road	7.1
Boundary West Road	45	Merungle Road	6	Wantwood Road	4
Molesworth Street	60	Mount Bingar Road	5.7	Whitton Stock Route	6.2
Cowper Street	200	Whitton Stock Route	6.2	Wongalea Road	4
Rose Street	60	TOTAL	31.7	TOTAL	94.6
TOTAL	1196.1	Servicing Signs (ea)		Guide Posts (ea)	
Installation of New Culverts (ea)		Barrys Scenic Drive	5	Barrys Scenic Drive	22
Jardines Road	1	Jennings Road	2	Belaley Road	20
TOTAL	1	McDonalds Road	2	TOTAL	42
Replace Signs (ea)		Tysons Road	1		
Vearings Road	1	Wallanthery Road	1		
TOTAL	1	TOTAL	11		

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
Pothole (each)	1			1	5	
Temporary Pavement Repair (m ²)	9933		25	100		
Drainage Repairs (ea)				1		
Vegetation Control (ea)		3			3	
Litter and Amenity Maintenance (job)				4		
Servicing Signs (ea)	2					
Maintain Unsealed Shoulders (shldr kms)			2.3			

Maintenance Grading (cl kms)			3.2			
Inspection of Road (ea)					1	

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			4.50			4.50
Footbridge Maintenance	1200						0
Drainage & S/Water	1510						0
Sign Maintenance	1610			3.50		2.50	6
Sign Replacement	1620						0
Resealing	4000						0
Mowing	5100	1	139	48	20	60	268
Slashing	5200	32.50	6	61		85	184.50
Spraying	5300		3	24.50		3	30.50
Tree Maintenance	5400		34	92.50		12	138.50
Tree Removal	5410		2	47			49
Watering	5500	6	12.50			22.50	41
Weeding	5600		9.50	44.50		41.50	95.50
Mowing – Stan Peters Oval	5710			15.50			15.50
Slashing – Stan Peters Oval	5720						0
Spraying – Stan Peters Oval	5730						0
Watering – Stan Peters Oval	5740			8			8
Weeding – Stan Peters Oval	5750			3.50			3.50
Playground Equipment	5800		1	8.50	1	2	12.50
Litter Collection	6100	2	15	20	5.50	17.50	60
Street Sweeper	6200			30			30
Hand Broom Gutters	6300			6			6
Toilets	6400	3	9.50	22	3.50	3.50	41.50
Footpath Maintenance	7100						0
Clear Culverts	7100			16			16
Street Maintenance	7200			2.50		66.50	69
Miscellaneous Items	7500						0
Playground Inspection	7510						0
Office	7520						0
Town Improvements	7530						0
Graffiti Removal	7540						0
Park Furniture/Fences	7540			12.50			12.50
Total Hours per Town		44.50	231.50	470	30	316	1092
Town % of Total Hours		4.08%	21.20%	43.04%	2.75%	28.94%	

Sewer Maintenance

Description	Mainline Choke	Service line Choke	Pump Station Fault	Pressure Sewer Fault	STW – Screen Unit Fault
Hillston		2	2		
Goolgowi					
Rankins Springs Sullage					
Totals	0	2	2	0	0

Water Maintenance

Description	Mainline Breaks	Service line Breaks	Water Meter/Tap Leaking	Pump Station Faults	Telemetry Faults	Replaced Meter	New Connection
Hillston	1	2	3	2			
Langtree (Langtree Bore/Merriwagga/Goolgowi)							
Yoolaroi/Goolgowi Rural (Palmyra to Y4 & Y5/Y6)			1	2	5		
Bunda/Goorawin				1			
Carrathool							
Merriwagga Village							
Goolgowi Village Raw							
Goolgowi Village Potable			2				
Rankins Springs Potable		1					
Rankins Springs Raw Town							
Rankins Springs Rural	2				1		
Melbergen							
Total	3	3	6	5	6	0	0

Project Updates:

Flood Recovery:

TfNSW staff are still progressing the flood submissions made by Council. To date the Emergency works have not been approved as Council staff had to provide further evidence to support the claim. The first claim (\$7,393,270) has had partial approvals up to the value of \$1,108,486. This includes works on Tabbita Lane, Munros Road, Mt Grace Road, Erigolia Road, Cannards Road and Barry Scenic Drive. Several Projects totalling \$145,078 have been denied, with the remainder still being assessed.

Carrathool Road (Fixing Local Roads Round 3):

The majority of works have now been completed including the remainder of the reseal works. Works still to be undertaken before the end of the year include linemarking, signage replacement, guidepost installation and some drainage works including a new box culvert.

Hillston River Bank Stabilisation:

Works are nearing completion with only tidy up works still to be undertaken.

Mt Grace Road:

Gravel resheet works have been completed and isolated repairs undertaken. Sealing works to the approaches of the stock grids has also commenced. This project remains on schedule and budget to be completed by the end of month.

Camerons Road:

Preparation works are scheduled to start Thursday 14 December 2023. Road formation, drainage and application of Polytahr will begin at the Tabbita Lane intersection and continue to the gravelled section near the end of Camerons Road. The stabilisation application should assist in maintaining the shape

of the road and followed by a gravel application, the road pavement should benefit from less potholes occurring due to rain events.

Umbrella Creek Widening:

The detailed structural design for the culvert widening is on track for completion by the end of the month. The actual concrete culverts are currently being manufactured and have a delivering date of mid-January.

Once the designs are completed, quotes will be obtained for the concrete works. It is expected that contractors will be engaged by the end of January and physical works to commence during March 2024. During April all back-fill works and road re-alignment works will be undertaken. Sealing and guardrail works will be undertaken during May and June.

This allows for all works to be completed before end of financial year.

The Springs Road:

The next 2.2km of The Springs Road have been pegged and site preparation works have commenced. Polytahr treatment has been applied as a stabilisation trial in road construction. Actual gravel haulage is scheduled to commence Monday 18 December 2023.

Lachlan Valley Road (West):

Rain has delayed the initial seal date of 28 November by water logging of the stock pile site. A plan has been put in place to water proof the site by placing material at critical areas to enable the new seal date of 19 December 2023 to go ahead.

IWCM strategy:

Council and DPE received a draft Hillston STP (Sewer Treatment Plant) option assessment report for review. Information will be provided to Council early 2024.

Telemetry Replacement:

No major works have been undertaken for this month.

Additional water storage tanks at Hillston Aerodrome (Bore-4):

Pad building work is underway, with tank placement and pipework to follow.

Hillston-Sewer Main Relining Work:

Initial cleaning and CCTV inspection of 963 meters of sewer mains are completed, with 231 meters of sewer relining work to follow.

Additional water storage tanks at Y4 (Holden Road-Yoolaroi Scheme):

This work is now completed. Two (2) other tanks were installed and commissioned, doubling the water storage capacity from 90,000 to 180,000 litres to improve water availability and security.

Rankins Springs WTP and Cruickshank's Generator:

Electrical work to connect generators to the main junction box has commenced, with commissioning to follow.

Hillston Water Mains Construction:

The approval process from UGL to under bore and install a new sleeve to run the water mains is almost completed. Planning work is underway to commence the water mains replacement work.

Melbergen/Yoolaroi Water Mains Replacement:

This proposed capital work is on hold until the funding is found.

Bunda Water Mains Replacement and Vegetation Clearing:

This project was approved under the Local Roads and Community Infrastructure Program Phase 4. Work is scheduled to commence in the cooler weather to address demand issues.

Rankins Springs Urban Water Mains Replacement:
No Major works have been undertaken for this month.

Chlorine Gas Disinfection Service:
Annual service to chlorine gas disinfection units at Langtree and Carrathool bore sites has been completed.



Photo: Additional water storage tanks at Y4 on Holden Road (Yoolaroi water scheme)

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 2 – Accessible and Connected

Recommendation:

That Council note the Infrastructure Report activities for November 2023.





ATTACHMENT

Register of Local Road Maintenance

Road Hierarchy Number	Road Name	Road No	Date Last Maintenance Grading Carried Out	Quantity (cl km)	Total Length of Road
2	Alexanders Road	102	21/08/2023	3.00	3.08
6	Altys Road	103	27/06/2023	4.50	4.46
6	Andersons Lane	105	31/10/2023	3.00	12.46
6	Andersons Road	104	8/09/2020	1.50	6.32
7	Arcadia Lane	106	16/10/2023	15.43	15.43
6	Audrey Lea Road	107	22/08/2019	22.60	30.79
6	Avondale Road	108	4/08/2023	31.00	31.56
2	Back Hillston Road	109	29/05/2023	71.80	71.14
4	Bakers Road	110	3/01/2023	4.40	4.46
	Bales Avenue	101	23/10/2019	4.00	1.54
2	Bandys Road	204	17/07/2023	2.00	2.22
6	Barrys Road	112	31/08/2023	3.00	4.83
4	Barrys Scenic Drive	113	23/11/2023	4.80	8.05
7	Belaley Road	114	22/07/2023	4.00	7.55
7	Berangerine Road	115	25/01/2023	2.80	8.39
4	Billings Road	116	3/04/2023	16.00	9.85
3	Black Stump Road	118	19/10/2021	35.00	15.60
6	Blackgate Road	117	10/11/2023	6.50	7.92
3	Booligal Road	119	1/09/2023	3.00	36.43
4	Boorga Road	120	26/07/2023	6.00	15.39
7	Bretags Road	122	4/04/2023	4.00	15.04
7	Brewer Road	123	4/09/2023	1.20	5.81
6	Bunda North Road	125	17/06/2023	4.50	6.60
2	Bunda Road	126	24/08/2023	14.40	13.04
6	Burchers Road	127	7/11/2023	7.00	7.69
7	Burgess Lane	128	22/07/2020	3.00	2.71
3	Cameron Road	130	18/04/2023	12.00	15.51
7	Campbell Lane	240	2/09/2021	0.80	7.08
6	Cannards Road	133	21/09/2023	18.00	20.39
6	Carnells Road	132	29/08/2023	17.00	7.32
7	Carrego Lane	135	22/07/2019	9.00	8.20
	Chedburgh Road	136	19/12/2022	1.00	1.08
6	Clare Road	111	1/08/2023	25.00	7.49
7	Coates Lane	137	29/09/2020	1.40	1.85
6	Coombie Road	138	28/09/2023	56.00	40.26
2	Crows Nest Road	139	23/11/2023	19.00	17.60
5	Darts Road	140	12/08/2023	8.90	5.56
6	Dirrung Road	141	18/05/2023	7.20	7.79
6	Dumossa Road	142	23/10/2023	2.00	18.62
6	Eight Mile Tank Road	143	12/01/2023	14.50	5.74
6	Euratha Road	146	10/08/2023	10.00	9.66
7	Five Oaks Road	147	22/08/2022	12.50	12.29
6	Flanagans Lane	148	12/10/2023	8.20	5.18
2	Foys Road	149	15/07/2023	3.00	3.24
7	Gandys Road	150	24/10/2023	1.46	1.46
2	Garrong Road	151	31/10/2022	3.00	7.87
7	Girdlers Road	153	13/12/2022	3.00	7.08
6	Goorawin East Road	154	9/09/2023	10.40	12.75
6	Goorawin Road	155	8/08/2023	11.10	10.22
5	Greenhills Road	156	13/10/2023	11.60	18.66
6	Grieves Road	157	18/02/2022	22.30	5.67
2	Gullifers Road	158	19/10/2023	4.00	23.99
7	Gunbar Road	159	11/08/2023	18.00	34.62

7	Haleyon Park Road	160	9/03/2022	3.00	3.28
6	Heaths Road	161	28/09/2023	0.30	6.14
5	Higgins Lane	162	22/08/2023	10.50	8.02
6	Hillmans Lane	163	9/05/2023	15.40	5.23
6	Holdens Road	164	19/06/2023	9.00	9.51
6	Huxleys Road	165	28/04/2023	17.00	8.55
2	Ilkadoon Road	166	30/10/2022	5.50	11.66
6	Jardines Road	167	2/08/2023	12.00	24.08
6	Jennings Road	168	25/05/2023	10.60	8.33
6	Johnstons Road	169	4/01/2023	4.00	11.30
5	Jones Road	170	28/07/2023	10.00	12.99
6	Killara Road	171	5/09/2023	2.30	2.30
6	Kites Road	172	13/11/2023	5.60	5.48
2	Langtree Road	174	3/05/2023	29.70	12.14
2	Lowlands Road	175	6/05/2023	16.00	44.68
6	Luelfs Road	176	7/02/2023	9.90	78.00
2	Mallee Downs Road	177	15/02/2023	8.40	11.32
7	Mallee Point Road	178	23/11/2017	1.50	8.32
6	Matakana Road	179	3/12/2020	10.90	18.11
2	McDonalds Road	180	15/06/2023	7.50	12.16
7	McGills Road	181	8/11/2022	1.00	4.25
7	McKays Road	182	27/04/2023	16.00	6.25
	McKenzies Lane	183	8/06/2021	1.00	7.42
2	McKinley Road	184	30/08/2023	48.50	61.39
2	McMasters Road	185	17/07/2023	9.10	16.19
7	McRaes Road	186	24/01/2018	4.00	2.42
2	Melbergen Road	187	24/07/2023	4.30	43.95
	Mena Road	266	20/03/2012	1.00	0.87
6	Merri Road	152	26/08/2023	52.00	39.77
5	Merriwagga Road	190	3/04/2023	10.50	12.53
4	Merrondale Lane	188	20/09/2022	6.00	8.02
6	Merungi Road	191	16/11/2023	2.00	19.07
2	Merungle Road	192	3/10/2023	2.00	65.47
7	Mitchell Track	189	10/11/2023	3.50	8.30
2	Mitchells Road	193	22/06/2023	31.00	34.22
6	Monia Gap Road	202	5/09/2023	3.90	6.11
7	Moores Road	195	25/09/2023	4.55	4.55
2	Motts Road	196	11/07/2023	4.20	4.20
4	Mount Bingar Road	197	7/11/2023	8.50	4.20
3	Mount Daylight Road	198	8/09/2023	6.00	8.77
5	Mount Grace Road	145	25/05/2023	2.00	32.92
7	Muirheads Road	199	11/09/2023	2.13	2.13
4	Munros Road	200	21/03/2022	7.00	13.42
	Murrumbidgee River Ro	201	4/02/2023	2.50	73.97
6	Nancarrows Lane	203	15/02/2023	7.70	3.75
	Norwood Lane	205	14/07/2022	2.70	8.82
6	OBriens Road	206	17/11/2022	3.50	4.20
7	ODonnells Road	207	20/03/2018	4.00	3.97
6	OKeeffes Road	208	27/03/2023	7.10	14.74
7	Old Gunbar Road	209	22/08/2023	9.50	9.72
2	Parkers Road	210	13/07/2023	12.50	13.81
3	Parrs Road	211	27/07/2023	11.80	18.29
6	Parslows Road	212	3/08/2021	3.30	1.21
7	Parsons Road	213	12/01/2018	1.20	0.84
7	Paton Road	214	9/09/2021	1.80	1.12
2	Peters Road	215	17/05/2023	9.90	10.66
3	Pinteebakana Road	216	12/01/2023	18.00	25.31
6	Pleasant Valley Road	217	8/11/2023	13.40	14.83
5	Prestage Road	218	1/06/2023	6.00	6.05
7	Pulletop Road	219	24/08/2022	1.50	9.23

7	Ravenshaw Road	220	4/09/2023	3.50	9.44
5	Redbank Road	221	23/06/2023	15.70	23.64
6	Reids Road	222	25/07/2023	4.00	
6	Richards Road	223	9/08/2023	4.70	4.05
7	Roberts Road	224	14/02/2022	3.00	5.86
PRV	Rothdene Lane	242	8/09/2022	1.60	9.42
2	Roto Road	225	9/08/2023	1.00	50.78
6	Ryans Road	226	25/09/2023	4.10	10.33
	Saleyard Lane	194	12/08/2015	3.00	0.96
6	Sawmill Road	227	12/10/2022	1.00	1.72
6	Schmetzers Lane	228	6/10/2021	6.50	6.36
2	Schneiders Road	229	14/07/2023	8.00	4.16
	Simpkins Lane	231	2/05/2023	4.50	2.00
6	Sloanes Road	232	2/09/2022	7.70	8.00
7	Square Well Lane	233	12/01/2023	1.40	4.17
7	Stackpoole Road	234	22/09/2018	7.00	1.42
7	Stewarts Lane	235	17/06/2023	15.90	13.29
6	Streats Road	236	20/09/2021	8.90	6.23
6	Swansons Road	237	29/08/2023	3.50	3.44
5	Taylors Road	238	22/06/2023	18.00	6.10
6	The Bluff Road	239	22/11/2023	7.10	11.95
6	Trida Road	241	12/10/2023	13.00	34.42
6	Tysons Road	243	22/02/2022	2.00	2.60
7	Vaggs Road	244	30/07/2019	7.70	7.71
6	Vearings Road	245	20/07/2023	8.50	13.21
6	Wakefield Road	246	8/09/2023	6.40	6.48
2	Wallanthery Road	247	20/07/2023	25.50	27.80
7	Wandella Road	248	NIL	0.00	4.53
7	Wantwood Road	249	23/11/2023	4.00	3.76
6	Warburtons Lane	230	15/06/2023	3.90	3.83
6	Watkins Road	250	5/09/2023	5.00	15.36
7	Watsons Road	251	19/09/2023	12.20	11.83
6	Weavers Road	252	27/05/2023	22.60	10.00
6	Wee Elwah Road	253	7/02/2022	15.50	23.26
6	Wells Road	254	3/08/2023	11.20	17.97
7	Wests Road	255	10/10/2023	6.50	6.50
4	Whealbah Road	256	23/08/2023	33.90	85.32
6	Whitton Stock Route R	257	14/11/2023	6.20	50.24
7	Wild Horse Tank Road	258	20/09/2023	11.40	9.06
6	Wiltshires Road	259	28/07/2023	19.20	12.68
5	Wollarma Road	260	12/05/2023	63.70	33.79
7	Wongalea Road	261	24/11/2023	4.00	4.92
6	Woods Lane	262	28/09/2021	5.00	4.98
7	Wrights Lane	263	NIL	0.00	0.92
7	Youngs Road	264	24/09/2020	2.30	11.27

	> 5 Years Since Last Mtce Grading
	1-5 Years Since Last Mtce Grading
	1 Year Since Last Mtce Grading
	Nil Record for Mtce Grading
Road Hierarchy	
1	Regional Roads
2	School Bus Routes
3	Link Roads
4	Strategic Link Roads
5	Collector Roads
6	Local Roads
7	Local Roads - Maintenance as Required

10.7 Draft Regional Emergency Road Repair Fund

GS:PGM:RERRF

Author: Director Infrastructure Services

Purpose: To propose a draft works plan for the Regional Emergency Road Repair Fund.

Background

As previously reported, Carrathool Shire will receive \$6,670,915 funding under the Regional Emergency Road Repair Fund (RERRF) and plan to spend approximately \$2,200,000 each year for the next three financial years. Council resolved to prepare a report to the December meeting with proposed projects for ratification at the February 2024 Ordinary meeting.

Issues

The proposed draft works program for the 2024/25 financial year focuses on local roads as Council is expecting Block Grant and Supplementary funding of approximately \$1,628,000 next year for Regional roads. It is proposed that next year’s RERRF allocation be split into the following works:

Gravel Resheet	\$1,000,000
Reseals	400,000
Formation Grading	600,000
Road Reshaping	200,000
Total	\$2,200,000

As part of the draft gravel resheet works, it is expected that approximately 25 kilometres of resheet works can be completed as part of this proposed funding. Roads included for consideration include Ilkadoon Road – 11.66km, Bunda Road (sections), Back Hillston Road (in sections towards Bunda Road), Brewer Road (sections) and Green Hills Road (also some sections).

This current financial year Council did not undertake reseal works as in previous years due to early expenditure of Roads to Recovery funding. It is expected that approximately eight kilometres of reseals can be completed as part of this funding and address the reseal backlog.

As part of the draft formation grading works, it is expected that approximately 470 kilometres of formation grading works can be completed as part of this proposed funding. Proposed works will also include further stabilising works using the PolyTah product. Roads included for consideration include Back Hillston Road (near SH6), Green Hills Road, Swansons Road, Low Lands Road, Wallanthery Road, Wollarma Road, Pleasant Valley Road, Foys Road and Reids Road.

As part of the draft road reshaping works similar to that undertaken on Boorga Road and Pinteebakana Road, roads to be considered include Burchers Road, Vearings Road and Garrong Road.

It is proposed that the works program for 2025/26 and 2026/27 financial years under the RERRF be as follows

Gravel Resheet	\$1,000,000
Reseals	Nil
Formation Grading	1,000,000
Road Reshaping	200,000
Total	\$2,200,000

With the continuation of the Roads to Recovery funding and the backlog that was created in 2023/24 being addressed in the 2024/25 year, it is proposed that funding of reseals be removed from future years under RERRF.

Financial implications

Council will submit a its final works program in April 2024 and fulling expend the grant funding by 31 October 2027.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

The final identified works will require constant management and reporting of both physical works and budget to ensure obligations are met for both Council targets and external funding conditions.

Community Strategic Plan

Goal 2 – Accessible and Connected

Recommendation:

That Council:

- 1. note the proposed annual expenditure of the Regional Emergency Road Repair Fund.**
- 2. consider the draft works program for the 2023/24 financial year under the Regional Emergency Road Repair Fund.**
- 3. instruct the Director Infrastructure Services to prepare a report for the February meeting to finalise the works program to be submitted as part of funding requirements.**

10.8 Floodplain Management Committee Minutes – Rankins Springs

GS:PRO:RS:FMP0006:21-22

Author: Director Infrastructure Services

Purpose: For Council to note the Rankins Springs Floodplain Management Committee meeting during the month of November 2023.

Attachment: FRMC minutes – 13 November 2023

Separately Circulated: [Rankins Springs Flood Study Presentation – Catchment Simulation Solutions](#)

Background

Council and stakeholders undertook a flood committee meeting on Monday 13 November 2023.

A presentation was provided by the Consultant, Catchment Simulation Solutions (CSS). This project is almost at the completion of stage 1 with the first Milestone claim recently submitted through the Grants Management Portal.

It was determined to hold another meeting on 5 February 2024 to assess any additional flood data that may have been sourced from local residents and prior to the consultant commencing the design phases of the study.

Issues

Limited flood data

Financial implications

Council is on track to expend the grant funds to comply with funding obligations.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 4 – Reliable and Relevant Services

Recommendation:

That Council note the minutes of the Floodplain Risk Management Committee meeting held on 13 November 2023.

ATTACHMENT

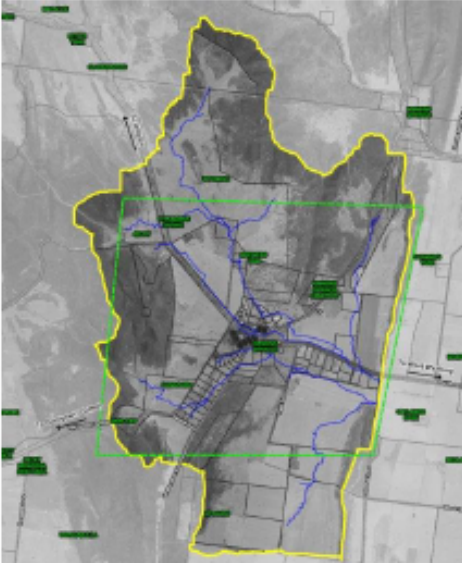
 <p>Carrathool Shire Council</p>	<p>Carrathool Shire Council Rankins Springs Flood Study Committee Meeting</p> <p>Date: 13 November 2023</p>
<p>Minutes</p>	<p>Time: 10.30am</p> <p>Location: Conapaira Hotel Rankins Springs /Hillston District Office/Remote access</p>

PRESENT: David Tetley (Catchment Simulation Solutions)
 Steve Manwaring (DPIE)
 Craig Ronan (NSW SES)
 Barry Heins (Director Infrastructure Services - Carrathool Shire Council)
 David Fensom (Councillor/Committee Member)
 Geoff Peters (Councillor/Committee Member)
 Julie Groat (Committee Member)

APOLOGIES: Peter Groat (Committee Member)
 Darryl Jardine (Mayor/Committee Member)

	TOPIC OF DISCUSSION	ACTION
1.	<p>Welcome and introduction of all attendees</p> <ul style="list-style-type: none"> - B Heins welcomed all attendees - Advised that presentations will be given by Steve Manwaring (Department of Planning, Industry & Environment) and David Tetley (Catchment Simulation Solutions) - Attendees introduced themselves <ul style="list-style-type: none"> • Barry Heins – DIS and Point of Contact for Carrathool Shire Council • Steve Manwaring – Regional Representative DPIE • David Tetley – Project Manager Catchment Simulation Solutions • Craig Ronan - Coordinator Emergency Planning – Southern Zone and Western Zone NSW SES • David Fensom – Councillor & Committee Member • Geoff Peters – Councillor & Committee Member • Julie Groat– Farmer & Committee Member • Christine Williams – Minute taker and administrative support - B Heins outlined general format of meeting 	Noted
2.	<p>Terms of Reference for Floodplain Management Committee</p> <ul style="list-style-type: none"> - Terms of Reference are the formal rules of the committee <ul style="list-style-type: none"> • Membership should include at least two Council reps, two community reps, SES representation, DPIE representation. • Voting is restricted to the council/community representatives • A Chair and deputy Chair needs to be appointed • D Fensom nominated as Chair/G Peters nominated as Deputy <p>Unanimously agreed by Committee</p>	Noted

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	<p>Overview of the Floodplain Management Program – as per the NSW Flood Risk Management Manual 2023</p> <ul style="list-style-type: none"> - Presented by S Manwaring <ul style="list-style-type: none"> ● Floodplain Management – What is it, who is responsible, where to manage it, benefits for Council, how to achieve results and expected outcomes. ● DPIE’s role is to provide technical and policy support throughout the process and to provide financial assistance through grants/funding. ● This is initially a Flood Study only with the aim of it leading onto a Flood Study Risk Management Plan ● Role of the Committee – the committee are there in an advisory capacity, not decision makers. They should form recommendations to go before Council. The committee is the link to the general community. Role includes assisting with collection of data, development controls, identifying strategies, coordinating with SES and LEMC, etc. ● Outcomes of the process include examining and implement measures to manage existing flood problems, ensuring future land use is compatible with full range of flood risk, ensuring plans are in place to manage continuing flood risks, considering environmental issues to minimise impacts, and enhance environment wherever possible <p>Overview of the Project</p> <ul style="list-style-type: none"> - Presentation by D Tetley (Refer attached Powerpoint Presentation) <ul style="list-style-type: none"> ● Proposed study area 	<p>Noted</p>
<p>3.</p>	<p>3.</p> <ul style="list-style-type: none"> ● Proposed study area  <p>Focus of study is on the township and surrounding area -Sims Gap</p> <ul style="list-style-type: none"> ● Key Project Stages <ul style="list-style-type: none"> Stage 1 <ul style="list-style-type: none"> ● Data collection ● Community consultation ● Computer model development ● Computer model calibration Stage 2 <ul style="list-style-type: none"> ● Design flood simulations and mapping ● Sensitivity and climate change simulations ● Flood Study Report 	<p>David Tetley</p>

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	<ul style="list-style-type: none"> • D Tetley noted that there was minimal information available - CSS has been collecting additional data including additional LiDAR. • Questionnaires were distributed to residents within the study area however only 11 responses were received. J Groat advised that insufficient time was given for residents to respond to the surveys and requested an opportunity to submit. D Tetley to forward electronic survey to J Groat for completion and to pass on to any other residents she feels would complete. D Tetley suggested that it would be ideal if surveys/any additional information or photographs could be provided to him by early December. • J Groat advised that Rankins Springs has very unpredictable weather patterns and has experienced varying degrees of flooding more regularly than surrounding areas. She raised issue of installation of a rain gauge at Rankins Springs as data is collected at Griffith and therefore is not necessarily an accurate reflection of conditions. It was suggested that it is historical data that is required now so there is a need to source local residents who may have this historical data. • S Manwaring suggested that D Tetley consider an "in person" visit to Rankins Springs early in the new year (after calibration model is complete) with hard maps available for committee to study prior to design phase – it was agreed that early February would be suitable to all committee members. C Williams to organise. 	<p>D Tetley to forward electronic questionnaire to J Groat</p> <p>D Tetley to make direct contact with J Groat for further discussion</p> <p>C Williams to liaise with committee on suitable date in Feb and arrange meeting at Rankins Springs</p>
4.	<p>Meeting Schedule</p> <ul style="list-style-type: none"> • "In person" meeting to be scheduled for early February in Rankins Springs. • No specific dates set for future meetings thereafter – schedule according to workplan:- <ul style="list-style-type: none"> • May 2024 (at completion of Modelling Design Scenarios) • June 2024 (Prior to public submission of Draft Flood Study) 	

MEETING CLOSED: 12.15PM

NEXT MEETING: 5 February 2024 (Date to be confirmed)

10.9 Lachlan River Road – Flood Immunity Upgrade

RDS:LRDS:LRR

Author: Director Infrastructure Services

Purpose: To provide Council with information as to the proposed upgrade to the Lachlan River Road to improve vehicle trafficability during flood events.

Separately Circulated: [Lachlan River Road Proposed Design Upgrade Plan](#).

Background

During the most recent flood events towards the end of 2022, the area of Lachlan River Road western of Square Wells Lane was closed to traffic for multiply weeks. Additionally, Lachlan River Road was also closed at the Wallanthery end, leaving residents and industry in the area having to use Square Wells Lane. At the September 2022 Council meeting it was resolved that a report be prepared for Council to consider upgrade options and associated costings for Lachlan River Road.

Issues

A concept design and preliminary cost estimate has been completed. The design raises the road level to improve trafficability during flood events. The design also includes two new drainage structure to accommodate most overland flows, whilst still maintaining a floodway for extreme events.

Cost to undertake the works have been estimated at \$1,200,000. Currently these works have not been funded.

Financial Implications

The proposed works are currently not budgeted for.

Statutory Implications (Governance including Legal)

Nil

Policy Implications

Nil

Risk Implications

Without upgrade works this section of road will continue to closed during large flood events and have impact on residents and industry in the area.

Community Strategic Plan

Goal 2 – Accessible and Connected

Recommendation:**That Council:**

1. note the concept design and associated costs for the upgrade works to Lachlan River Road.
2. seek future funding opportunities both internally and externally to fund the project.

10.10 Local Road Status report

RDS:LRDS

Author: Manager Infrastructure Services

Purpose: For Council to note the status of assessed local roads within the LGA.

Background

An assessment of local roads was undertaken by Council Staff to determine the status of roads that were the most trafficked during the recent grain harvest. The road assessment looked at which defects occurred to the road such as the pavement condition, road formation, drainage, rutting and potholing.

Issues**Southern Roads:**

- Merungi Road – Rutting in low spots and a soft section in a non-gravelled section near the Wollarma Road and Merungi Road intersection.
- Back Hillston Road, from Tysons Road to Bunda Road – Pavement condition was fair in most sections with some corrugations and holing out.
- Green Hills Road – Road has soft sections and need to be stabilised with Polytahr.
- Ilkadoon Road – Road formation is reasonable but pavement has potholes from Goolgowi to Garrong Road intersection. This road had not received attention from the recent Repair Program.
- Wollarma Road – The road's pavement is fair from Goolgowi to the Back Hillston intersection. Further along to the Merungi Road intersection the pavement shows wearing and signs of potholing.
- Pinteebakana Road – The road pavement and formation are in good condition with the drains in reasonable condition.
- Boorga Road – The road is in reasonable condition with the formation holding up well. The drainage is also reasonable. Billings Road has soft and sandy spots in places due to poor drainage. The road is currently the main detour route between MR321 Rankins Springs Road and Dickie Road to the Kidman Way at Warburn Stud.
- Huxleys Road – Gravel sections is good with formation reasonable. Guttering leading to table drains evident and back cuts need to be lowered in places.

Northern Roads:

- Back Hillston Road, from MR368 The Springs Road to Bunda Road – Pavement condition is good, road formation is good as well as drains. Gravel is required in some sections.
- Wallanthery Road – Pavement condition is fair with reasonable formation. Corrugations evident on bends. Rutting evident due to use of road after rain in places.
- Mossgiel Road – Pavement condition, road formation and shoulders are in good condition with some soft spots and rutting towards the West Boundary. Needs a maintenance grade.
- MR368 The Spring Road – Road pavement is fair with corrugations, small potholes and some rutting in places. Road has experienced fair wear and tear. Maintenance grade required.
- Peters Road – The road pavement is in a reasonable condition with good drainage. No potholing but there are some corrugations at the Kidman Way intersection.
- Mt Daylight Road – Road pavement is fair with good formation. Soft spots and small potholes evident towards Eastern Boundary. Polytahr trialled sections are maintaining a good pavement and formation.
- Bunda Road to Merriwagga – Pavement and formation is fair. Sections require gravel. Road requires more mitre drains to be constructed.

Local roads that had been identified for works on the Repair Program have withstood heavy vehicle traffic during the recent grain harvest. Council expenditure should be reduced on the maintenance of these roads next year.

Financial implications

Grain haulage trucks will use local unsealed and sealed roads within Carrathool Shire throughout the year and thereby put pressure on the Local Roads Maintenance Budget.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 2 – Accessible and Connected

Recommendation:

That Council note the impact of harvest on local roads that have received attention earlier in the year under the Local and Regional Roads Repair program.

10.11 Plant Report

PES:MTN:PR

Author: Manager Fleet & Town Services

Purpose: Plant Report as per 6 December 2023

Background

PLANT NO	HOURS KMS	TYPE	DETAILS
4543	3 yrs old	Combination Roller	Repack all wheel bearings and replace hub seals. Replace lock down latches on tool boxes.
4539	3,376 hrs	Multipac Multityre Roller	Replace air conditioning condenser fans.
3526	7,000 hrs	John Deere Grader	7,000 hr Service. Replace all circle wear strips and blade wear strips – readjust circle.
2579	13 yrs old	Tandem Dolly Tanker	Replace left hand front axle “Z” bar bushes. Replace all brake pads.
3057	4,584 hrs	Lonking Loader	Replace seals on hydraulic park brake cylinder.
2077	518,604 kms	Kenworth Prime Mover	Replace air conditioning hose and re-gas air conditioner. Replace air bag control valves on drive.
2067	296,851 kms	Isuzu water tanker	Repair electrical fault and replace air conditioner condenser fan.
2069	406,216 km	Kenworth Prime Mover	Replace left hand side brake booster on drive axle.

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 6 December 2023.

10.12 Development Applications – December 2023

GOV:MTG:CR

Author: Manager Building & Regulatory Services

Purpose: Development Applications & Determinations – November 2023

Background

Lodgements

Type/No.	Name	Address	Development
DA2024/018	Agright Griffith Pty Ltd	375 McRaes Road Goolgowi NSW 2652	Retrospective DA – Concrete Batching Plant-Temporary
Total Estimated Value Of Works			\$1,500.00

Determination: Approved

Type/No.	Name	Address	Development	Processing Time
DA2024/009	DPNB Investments Pty Ltd	1-5 Cowper Street Hillston NSW 2675	Dual Occupancy (Two Manufactured Dwellings)	31

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That the Determinations for Development Applications received for November 2023 be noted.

10.13 Development Applications DA2024/011, DA2024/012, DA2024/014, DA2024/015 – Alterations and Additions to Poultry Production Facilities

DA2024/011/012/014/015

Author: Manager Building and Regulatory Services

Purpose: Development Applications DA2024/011, DA2024/012, DA2024/014, DA2024/015 for Determination by Council

Attachments: Site Plans, Development Consent Conditions.

Background

On 18 October 2023, Council received Development Applications (DA) and supporting documentation to construct an additional two (2) poultry production sheds on Farms 1, 2 and 3 and four (4) poultry sheds on Farm 4 at “Allwood” Tabbita Lane, Tabbita NSW 2652. The proposal consists of farms 1,2,3 and 4, with farm 5 not currently under construction.

The subject site is Zoned RU1-Primary Production and is not listed as a heritage item in Schedule 5 of *Carrathool LEP 2012 (LEP)*.

The Development Applications were notified to adjoining landowners and relevant Government agencies for a period of 28 days, with no submissions received from the public during the notification period.

Description of Proposed Development

The proposed development forms part of the greater “Allwood Poultry Production Complex” which, in total, includes existing farms 1 to 5 which have all been previously approved under separate Development Consents. As part of the expansion farms 1,2 and 3 will increase from 20 to 22 sheds, Farm 4 will increase from 18 to 22 sheds, all farms will have the capacity to house a maximum of 1,372,800 birds at any one time.

The proposed sheds are 172m long, 18m wide, 4.64m high, have a concrete floor and are constructed with a steel frame and steel linings. Each shed will be on an extended earth pad with stormwater run-off diverted to an existing retention basin. The landscape buffer will also be extended around the additional sheds on each farm.

Subject Site and Locality Deception

The subject sites are Lot 1 DP1210276, Lot 2 DP1210276, Lot 4 DP1210276 and Lot 8 DP1287937 “Allwood” Tabbita Lane TABBITA NSW 2652.

Financial implications

Nil

Statutory implications (Governance including Legal)

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

Policy implications

Nil

Risk implications

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

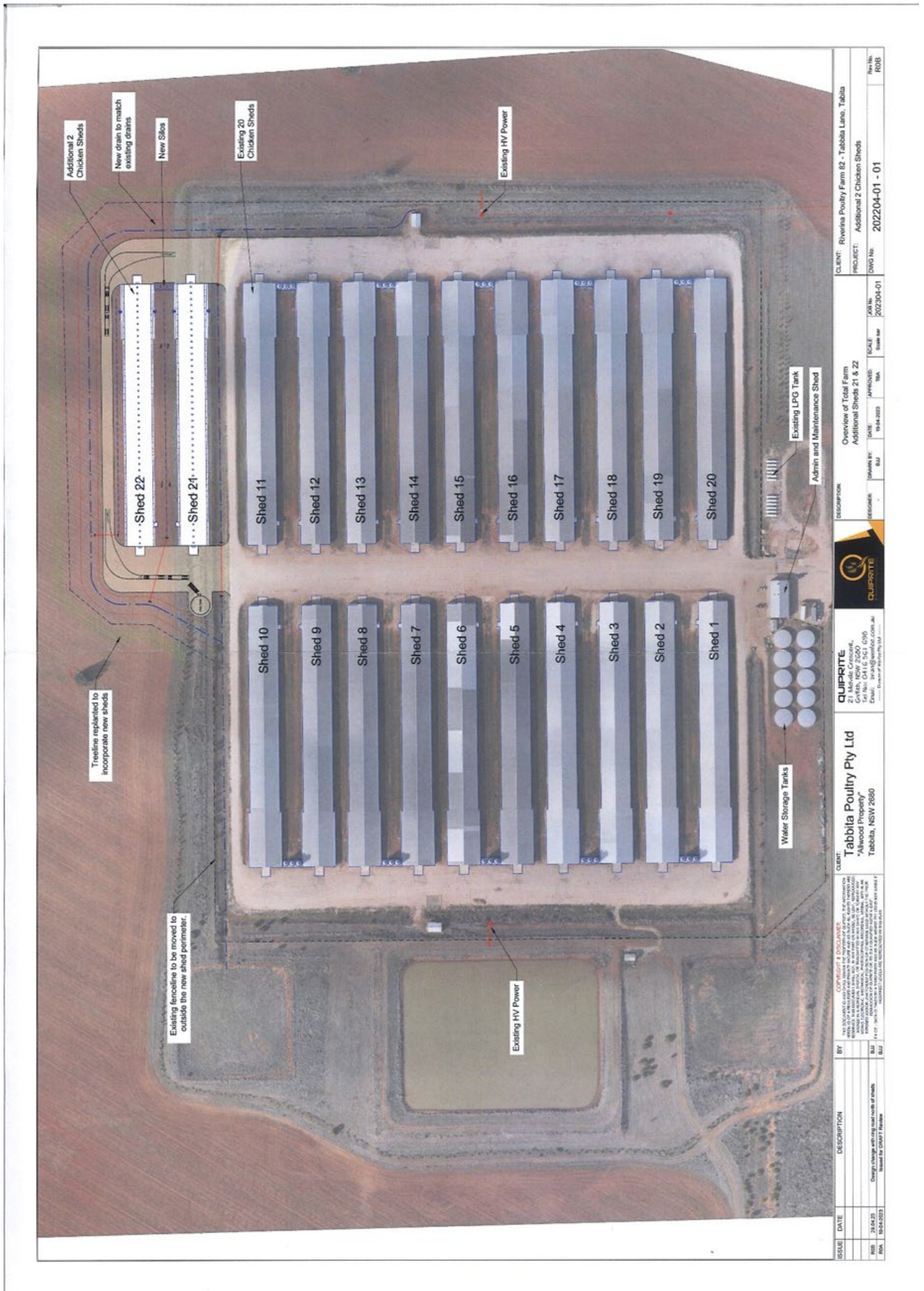
Community Strategic Plan

Goal 1 – Thriving and Liveable Communities.

Recommendation:

That Council resolves to grant Development Consent for DA2024/011, DA2024/012, DA2024/014 and DA2024/015 for alterations and additions to an existing poultry production facility (two additional sheds for each farm 1, 2 & 3 and four additional sheds for farm 4), subject to the conditions imposed.

ATTACHMENT
SITE PLAN





**ATTACHMENT
DRAFT CONDITIONS**

1. DEVELOPER COSTS

The developer is responsible for any costs relating to alterations and extensions of existing roads, drainage and services for the purposes of the development.

REASON: To ensure the development has no financial burden to the Council or other agencies.

2. SECTION 7.12 CONTRIBUTION

Pursuant to S7.12 of the *Environmental Planning and Assessment Act 1979* and Carrathool Shire Council Section 7.12 Levy Contributions Plan 2021, prior to the issue of a Construction Certificate, the applicant must pay to Council a levy in the amount of **\$25,000.00** towards the cost of one or more of the public facilities specified in the Works Schedule to that Plan.

REASON: Having considered the development in accordance with Section 7.12 of the *Environmental Planning and Assessment Act 1979*, as amended, Council is satisfied that the development will require the provision of, or increase the demand for, public infrastructure, public amenities or services within the area.

3. LANDSCAPE PLAN

The applicant shall submit a detailed landscape plan and legend to be approved prior to the release of the Construction Certificate.

REASON: To ensure that landscaping will be provided on the subject land.

4. ABORIGINAL FINDINGS

In the event that any Aboriginal objects are discovered and/or harmed in, or under the land, while undertaking the development activities, the proponent must:

- Not further Harm the object;
- Immediately cease all work at the particular location;
- Secure the area so as to avoid further harm to the Aboriginal object;
- Notify OEH as soon as practical on 131 555, providing any details of the Aboriginal object and its location;
- Not recommence any work at the particular location unless authorised in writing by OEH.

REASON: To ensure that Aboriginal sites are protected.

5. WATER

The water supply system for the poultry sheds is treated to drinking water standards in accordance with the recommendations by the National Water Biosecurity manual –Poultry Production (DAFF 2009).

REASON: to comply with the provisions of the National Biosecurity requirements.

6. OPERATIONS AND MANAGEMENT

The operations and management of the poultry production farm should be undertaken in accordance with the “Best Practice management for Meat Chicken Production in NSW” Guidelines (NSW DPI 2012).

REASON: to ensure that best practice is achieved.

7. STORMWATER MANAGEMENT

A stormwater management plan is to be developed to outline the strategies to be used for the management and disposal onsite of stormwater generated by the development based on a 1 in 100 year event and be submitted to Council for approval prior to the commencement of any works on site.

REASON: The character of the development is such that storm water runoff will be increased

8. OPERATIONAL ENVIRONMENTAL MANAGEMENT PLAN

A site-specific Operational Environmental Management Plan (OEMP) is to be prepared and submitted to Council prior to the issue of an occupation certificate for the site.

REASON: To ensure that all environmental requirements have been included.

9. ACCESS FOR PEOPLE WITH DISABILITIES

Provision must be made in the building and on the site for:

- a) access to the building for people with disabilities in accordance with the Building Code of Australia;
- b) toilet facilities for people with disabilities in accordance with the Building Code of Australia, and such toilet facilities must be accessible to all persons working in, or using, the building; and
- c) one motor vehicle parking space on the site for the exclusive use of people with disabilities in accordance with the Building Code of Australia.

NOTE: The applicant must ensure that these matters are addressed in the plans and specifications submitted with the application for a Construction Certificate.

10. CONSTRUCTION CERTIFICATES

The applicant must obtain a CONSTRUCTION CERTIFICATE pursuant to Section 109C of the *Environmental Planning and Assessment Act 1979*, as amended from either Council or an accredited certifying authority certifying that the proposed works are in accordance with the Building Code of Australia PRIOR to any works commencing.

It is the responsibility of the applicant to ensure that the development complies with the provision of the Building Code of Australia in the case of building work and the applicable Engineering Standards in the case of structural or road works. This may entail alterations to the proposal so that it complies with these standards.

NOTE 1: No building, engineering or excavation or civil work may be carried out in relation to this development until the necessary Construction Certificate has been obtained.

NOTE 2: YOU MUST NOT COMMENCE WORK UNTIL YOU HAVE RECEIVED THE CONSTRUCTION CERTIFICATE, even if you made an application for a Construction Certificate at the same time as you lodged this Development Application.

REASON: To ensure the design of the proposed work may be assessed in detail before construction commences and because it is in the public interest that the development complies with the appropriate construction standards.

11. BUILDING CODE COMPLIANCE

All building work must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant Construction Certificate or Complying Development Certificate was made).

REASON: To ensure the development complies with the requirements imposed under Clause 69 of the *Environmental Planning and Assessment Regulations 2021*.

12. SIGNS TO BE ERECTED ON BUILDING AND DEMOLITION SITES

A sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:

- a) stating that unauthorised entry to the site is prohibited, and
- b) showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside work hours
- c) the development consent or complying development consent number, the name and contact details of the Principal Certifying Authority.

Any sign must be removed when the work has been completed.

NOTE: This condition does not apply to:

- a) building work carried out inside an existing building, or
- b) building work carried out on premises that must be occupied continuously (both during and outside work hours) while the work is being carried out.

REASON: It is in the public interest that adequate safety measures are provided.

13. NOTICE OF COMMENCEMENT

The applicant is to submit to Council, at least two (2) days prior to the commencement of any works, a Notice of Commencement of Building Works.

REASON: Because it is in the public interest that Council receive notification in accordance with the provision of the *Environmental Planning and Assessment Act 1979*, as amended.

14. BUILDING INSPECTIONS

The applicant must obtain a Compliance Certificate pursuant to Section 109C of the *Environmental Planning and Assessment Act 1979*, as amended, from Council or an accredited certifying authority, certifying compliance with the Building Code of Australia for the stages of construction listed in Column 1. For the purposes of obtaining the Compliance Certificate the works must be inspected by the accredited certifying authority at the times specified in Column 2.

	COLUMN 1	COLUMN 2
A	Site Inspection	Prior to any works commencing on the site.
B	Footings	When the footings have been excavated and all steel reinforcement has been placed in position.
C	Slab	When reinforcement steel has been placed in position in any concrete slab, whether or not the slab is suspended, on the ground, or on fill.
D	Damp proofing	When the damp proof course has been placed in position.
E	Sub floor bearers and joists	Prior to the laying of the floor.

F	Wall frame	When the brick veneer outer wall has been constructed and tied to the frame.
G	Roof frame	When external roof covering has been installed and prior to the installation of the ceiling lining and eaves soffit lining.
H	Wet areas	When the flashing to all wet areas, including the plinth under the bath, the bathroom, laundry, water closet, ensuite and shower recess have been completed.
I	Drainage	When the stormwater and roof water drainage
J	Final	Required prior to occupation of the building

NOTE 1: A Final Occupation Certificate in relation to the building cannot be issued by Council or an accredited certifying authority until all Compliance Certificates required by this condition have been issued by, or registered with Council.

NOTE 2: The above Compliance Certificates are required whether or not the work has been inspected by a Structural Engineer, a lending authority or any other person. If the Compliance Certificates are not issued Council may refuse to issue a Building Certificate under Section 149A of the *Environmental Planning and Assessment Act 1979*, as amended.

NOTE 3: Submission of the bracing plan and the Truss and Frame Certificate is required seven (7) working days before the frame inspection.

REASON: It is in the public interest that Compliance Certificates be issued for these components of the development.

15. DEVELOPMENT APPLICATION RECORD TO BE KEPT ON SITE

The Builder must at all times maintain, on the job, a legible copy of the plan and specification approved with the Construction Certificate.

REASON: It is in the public interest that a copy of the Construction Certificate plans are available.

16. HOURS OF OPERATION

The applicant must take all reasonable steps to minimise dust and noise generation during the demolition and/or construction process. No offensive noise must be emitted during either process. Such activities must only be undertaken Monday to Friday 7.00am to 6.00pm and Saturday 8.00am to 1.00pm, excepting public holidays.

REASON: To ensure building works do not have adverse effects on the amenity of the area.

17. NOISE MANAGEMENT

Prior to the issuing of an occupation certificate the Noise Control Recommendations – Farm 3 as detailed in the Reverb Acoustics - Noise Impact Assessment dated September 2015, must be implemented.

REASON: to ensure that noise generated from the site is kept to an acceptable level.

18. FIRE PRECAUTIONS

Adequate fire precautions must be undertaken during construction. This will mean the provision of at least one fire extinguisher to suit Class A, B and C fires and electrical fires at all times in the construction area.

REASON: To ensure that adequate fire protection services are provided in the building to restrict fire growth, to facilitate the fighting of fire to minimise damage to the building and its contents and to prevent the spread of fire to adjoining properties.

19. RUBBISH AND DEBRIS

All building rubbish and debris, including that which can be windblown, must be contained on site in a suitable enclosure, approved by Council, at all times prior to disposal at Council's Waste Management Centre. The container must be erected on the building site prior to work commencing.

Materials and sheds or machinery to be used in association with the construction of the building must not be stored or stacked on Council's footpath, nature strip, reserve or roadway.

NOTE 1: No building rubbish or debris must be placed, or be permitted to be placed on any adjoining public reserve, footway, road or private land.

NOTE 2: The suitable container for the storage of rubbish must be retained on site until an Occupation Certificate is issued for the development.

REASON: To ensure that the building site and adjoining public places are maintained in a clean and tidy condition so as not to interfere with the amenity of the area.

20. SITE DISTURBANCE

Any ground disturbance must be contained to the areas discussed within the Environmental Impact Statement. Should any additional disturbance be proposed within areas that have not been previously disturbed and cleared or have not been previously assessed, the proponent must consult with Council and OEH and seek a development modification as may be required.

REASON: To ensure that the area is protected.

21. EROSION AND SEDIMENT CONTROL

Erosion and sediment control measures are to be established prior to commencement of construction and maintained to prevent silt and sediment escaping the site or producing erosion.

REASON: To ensure the impact of the work on the environment in terms of soil erosion and sedimentation is minimised.

22. TOILET FACILITIES

Toilet facilities must be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out, at the rate of one toilet for every 20 persons or part of 20 persons employed at the site. Each toilet provided must be:

- a) a standard flushing toilet connected to a public sewer, or
- b) if that is not practicable, an accredited sewage management facility approved by Council, or
- c) if that is not practicable, any other sewage management facility approved by Council.

NOTE 1: The provision of toilet facilities in accordance with this condition must be completed before any other work is commenced and the toilet facility must not be removed without the prior written approval of Council.

NOTE 2: "Vicinity" in this condition is defined to mean within 50 metres of the subject building site.

NOTE 3: The toilet facilities are to comply with all Work Cover NSW requirements.

REASON: To provide adequate sanitary facilities during the construction phase.

23. EXCAVATIONS AND BACKFILLING

All excavation and backfilling associated with the erection/demolition of the building must be properly guarded and protected to prevent them from being dangerous to life or property.

REASON: It is in the public interest that all building elements are able to withstand the combination of loads and other actions to which it may be subjected

24. LICENSED PLUMBER

All plumbing and drainage work must be carried out by a Licensed Plumber and Drainer and to the requirements of AS/NZS 3500 and New South Wales Code of Practice, Plumbing and Drainage.

A Section 68 approval under the Local Government Act 1993 must be obtained by a Licensed Plumber and Drainer, prior to any sewer or stormwater work being carried out on site. Further, a final inspection must be carried out upon completion of plumbing and drainage work and prior to occupation of the development.

REASON: It is in the public interest that plumbing work is carried out in accordance with AS/NZS 3500 and New South Wales Code of Plumbing Practice, Plumbing and Drainage.

25. ESSENTIAL ENERGY AND TELECOMMUNICATIONS – BUILDING

Prior to the commencement of construction, arrangements satisfactory to Essential Energy and the relevant telecommunications authority, for both the provision of electrical power and telephone lines respectively, to fully service the development, are made.

The developer must furnish documentary evidence that arrangements, satisfactory to Essential Energy and the relevant telecommunications authority, for both the provision of electrical power and telephone lines respectively, to fully service the development, have been made.

REASON: To ensure electrical power and telephone lines are available to service the development. Section 79C (1) (b) of the *Environmental Planning and Assessment Act 1979*, as amended.

26. OCCUPATION CERTIFICATE

The applicant must obtain an Occupation Certificate, pursuant to Section 6.3 of the *Environmental Planning and Assessment Act 1979*, from either Council or an accredited certifying authority, prior to occupation of the building.

NOTE: The issuing of an Occupation Certificate does not necessarily indicate that all conditions of development consent have been complied with. The applicant is responsible for ensuring that all conditions of development consent are complied with.

REASON: It is in the public interest that an Occupation Certificate be issued prior to occupation of the building.

27. ROADWORKS

The follow requirements have been prepared by Council and RMS and must be completed prior to the issue of a full Occupation certificate.

- a) The driveway to Tabbita Lane is to be located and constructed and the roadside maintained so as to provide the required Safe Intersection Sight Distance (SISD) in either direction in accordance with the Austroads Guide to Road Design for the prevailing speed limit.
- b) As a minimum the driveway to Tabbita Lane shall be constructed as a “Rural Property Access” type treatment in accordance with the Austroads Guide to Road Design. The driveway is to be constructed to provide for two way movement for at least 100 metres from its intersection with Tabbita Lane and with a minimum width to accommodate the largest size of vehicle likely to access the subject site.
- c) Any entry gate to the site shall be located at least 40m from the edge of seal of the carriageway of Tabbita Lane or at the property boundary whichever is the greater. This is to allow for the standing of large vehicles when gates are to be opened.
- d) Measures for the control of dust generation from the development site and proposed access roads must be addressed within the Operational EMP to the satisfaction of the consent authority.
- e) Any damage or disturbance to the road reserve of Tabbita Lane is to be restored to match surrounding landform in accordance with Council requirements.
- f) Any access driveway is to be designed and constructed so as not to interfere with the capacity of the current roadside drainage network and to prevent water from proceeding onto, or ponding within, the carriageway of Tabbita Lane. Any culvert proposed to be located within the clear zone of the carriageway for the prevailing speed zone is to be constructed with a traversable type headwall.

REASON: To comply with section 138(2) of the Roads Act 1993)

EPA CONDITIONS

Protection of the Environment Operations Act 1997

**General Terms of Approval -
Issued**

Notice No: 1574794

Attachment 'A'**Administrative conditions*****A1. Information supplied to the EPA***

A1.1 Except as expressly provided by these general terms of approval, works and activities must be carried out in accordance with the proposal contained in:

- the Development Application No 2016/018 submitted to Carrathool Shire Council dated September 2015 ; and
- the environmental impact statement titled 'Livestock Intensive Industry, Tabbita Farm 3, Tabbita Lane Tabbita' and its Appendices dated September 2015 relating to the development, and
- the modified DA 2016/018 submitted to Carrathool Shire Council dated 03/12/2018.

A2. Fit and Proper Person

A2.1 The applicant must, in the opinion of the EPA, be a fit and proper person to hold a licence under the Protection of the Environment Operations Act 1997, having regard to the matters in s.83 of that Act.

Limit conditions***L1. Pollution of waters***

L1.1 Except as may be expressly provided by a licence under the Protection of the Environment Operations Act 1997 in relation of the development, section 120 of the Protection of the Environment Operations Act 1997 must be complied with.

L2. Waste

L2.1 The licensee must not cause, permit or allow any waste generated outside the premises to be received at the premises for storage, treatment, processing, reprocessing or disposal or any waste generated at the premises to be disposed of at the premises, except as expressly permitted by a licence under the Protection of the Environment Operations Act 1997.

L2.2 This condition only applies to the storage, treatment, processing, reprocessing or disposal of waste at the premises if it requires an environment protection licence under the Protection of the Environment Operations Act 1997.

L3. Noise limits

L3.1 Noise from the premises must not exceed an Leq (15 minute) noise emission criterion of 40dB(A) during the day time period (7.00am to 6.00pm) and 35dB(A) at all other times.

L3.2 Noise from the premises is to be measured at the nearest affected sensitive receptor not associated with the development to determine compliance with this condition.

Protection of the Environment Operations Act 1997

General Terms of Approval - Issued



Notice No: 1574794

Definition

Leq(15 minute) is the level of noise equivalent to the energy average of noise levels occurring measured over a 15 minute period.

L4. Hours of operation

L4.1 All construction work at the premises must only be conducted between:

- a) 7.00am and 6.00pm Monday to Friday;
- b) 8.00am to 1.00pm Saturday; and
- c) at no time on Sundays or Public Holidays

L4.2 The hours of operation specified in conditions L4.1 may be varied with written consent if the EPA is satisfied that the amenity of the residents in the locality will not be adversely affected.

L5. Other limit conditions

L5.1 The total number of birds accommodated at the premise, at any one time, must not exceed 1,372,800.

L5.2 All waste water collection ponds must have a minimum base and wall permeability of 1x10⁻⁹ metres per second over a thickness of 600 millimetres or be artificially lined with an impermeable high density polyethylene liner.

L5.3 All waste water collection ponds must be designed, constructed and maintained to accommodate the stormwater runoff volume generated by the intensity, frequency and duration of a 1 in 20 year, 24 hour rainfall using a volumetric runoff coefficient of 0.8

L5.4 The applicant shall not populate the farm with the total number of broilers permitted simultaneously at the commencement of a production cycle.

L5.5 The shed 'down-time' for clean out between each batch of birds must be equal to or greater than 9 days.

Operating conditions

01. Odour

01.1 No condition of this Approval identifies a potentially offensive odour for the purposes of section 129 of the *Protection of the Environment Operations Act 1997 (POEO Act)*.

Note: The POEO Act states that no offensive odour may be emitted from particular premises unless potentially offensive odours are identified in an environment protection licence and the odours are emitted in accordance with conditions specifically directed at minimising the odours permitted.

Protection of the Environment Operations Act 1997

General Terms of Approval - Issued



Notice No: 1574794

O2. Dust

O2.1 Activities occurring at the premises must be carried out in a manner that will minimise emissions of dust from the premises.

O2.2 All private access roads must be constructed and maintained to minimise the emission of dust at the boundary of the premises.

O3. Waste management

O3.1 The premises must have;

- a) sufficient on site chillers to store all bird mortality's (~1% of birds on site at any time);
- b) remove all mortality's found in the sheds immediately to the chillers; and
- c) ensure that when chillers are in use they are kept at ≤ 4 degrees celcius.

O3.2 Any bird mortality's generated at the premises are not permitted to be buried on site. Bird mortality's must be disposed or processed at a facility that can lawfully receive the waste.

Note: This condition does not apply if the applicant is directed by the NSW Department of Primary Industries to bury the birds on site.

O4. Waste water management

O4.1 All waste water and contaminated stormwater must be captured in a waste water collection system which prevents waste water from leaving the premises.

Note: This condition does not apply in rainfall events which create greater volumes of stormwater than an event with an average recurrence interval of a local 1 in 20 year, 24 hour rain event.

O5. Air quality conditions

O5.1 All activities carried out in and on the premises must be undertaken in a manner that prevents and/or minimises the emission of air pollutants from the premises.

Monitoring and recording conditions

M1 Monitoring records

M1.1 The results of any monitoring required to be conducted by the EPA's general terms of approval, or a licence under the Protection of the Environment Operations Act 1997, in relation to the development or in order to comply with the load calculation protocol must be recorded and retained as set out in conditions M1.2 and M1.3.

M1.2 All records required to be kept by the licence must be:

in a legible form, or in a form that can readily be reduced to a legible form;

kept for at least 4 years after the monitoring or event to which they relate took place; and

Protection of the Environment Operations Act 1997

General Terms of Approval - Issued



Notice No: 1574794

produced in a legible form to any authorised officer of the EPA who asks to see them.

M1.3 The following records must be kept in respect of any samples required to be collected: the date(s) on which the sample was taken;

the time(s) at which the sample was collected;

the point at which the sample was taken; and

the name of the person who collected the sample.

Reporting conditions

R1. Annual returns

R1.1 The applicant must provide an annual return to the EPA in relation to the development as required by any licence under the Protection of the Environment Operations Act 1997 in relation to the development. In the return the applicant must report on the annual monitoring undertaken (where the activity results in pollutant discharges), provide a summary of complaints relating to the development, report on compliance with licence conditions and provide a calculation of licence fees (administrative fees and, where relevant, load based fees) that are payable.

Special conditions

E1. Air quality management plan

E1.1 The Applicant must develop and implement an Air Quality Management Plan (AQMP) that includes all project particulate emissions from all sources and a ranking of the project particulate sources.

The AQMP must identify the control measures that will be implemented for each emission source.

The AQMP must nominate for each of the proposed controls.

- a. Key performance indicator;
- b. Monitoring method;
- c. Location, frequency and duration of monitoring;
- d. Record keeping;
- e. Response mechanisms; and
- f. Compliance reporting.

E2. Odour complaints

E2.1 Odour validation report

Based on odour complaints and when directed by the Environment Protection Authority (EPA) the Applicant must submit an Odour Validation Report (OVR) to the EPA.

The OVR must:

- g. Be carried out by a suitably qualified independent expert experienced in the characterization and treatment of odours from chicken broiler farms;

Page 6

Protection of the Environment Operations Act 1997

General Terms of Approval - Issued



Notice No: 1574794

- h. Include a summary of any odour complaints received and actions taken to reduce odour emissions where complaints are verified;
- i. Where possible includes a field odour survey that characterises the frequency, intensity, duration, offensiveness, location and extent of off-site odours;
- j. Benchmark the design and management practices at the premises against industry best practice for minimising odour emissions, including investigation of newly developed and emerging control technology.
- k. Determine the premises compliance with S129 of the *Protection of the Environment Operations Act 1997* and recommend if additional odour mitigation measures are required.
- l. Where additional odour mitigation measures are recommended, nominate appropriate mitigation measures or management practices to ensure that odour is minimised as far as practicable.
- m. Any odour mitigation measures nominated must include a timetable for implementation.

E2.2 De-stocking of sheds

1. Where additional mitigation measures are recommended in any OVR submitted to the EPA, the applicant must de-stock sheds as directed by the EPA during the interim period until the mitigation measures have been physically installed, commissioned and are operating.

2. Should odour reports be received and verified by the EPA after the implementation of the additional odour mitigation measures the licensee must de-stock the premises as directed by the EPA until such time as the odour issues are addressed to the satisfaction of the EPA.

Note: The intent of this condition is to stagger de-stocking in consultation with the applicant until offensive odours are not leaving the boundary of the premises. Bird age and batch stage may be taken into consideration by the EPA when directing the de-stocking of sheds.

Protection of the Environment Operations Act 1997

General Terms of Approval - Issued



Notice No: 1574794

Attachment 'B' – Mandatory Conditions for all EPA licences

Operating conditions

Activities must be carried out in a competent manner

Licensed activities must be carried out in a competent manner.

- This includes:
 - the processing, handling, movement and storage of materials and substances used to carry out the activity; and
 - the treatment, storage, processing, reprocessing, transport and disposal of waste generated by the activity.

Maintenance of plant and equipment

- All plant and equipment installed at the premises or used in connection with the licensed activity:
 - must be maintained in a proper and efficient condition; and
 - must be operated in a proper and efficient manner.

Monitoring and recording conditions

Recording of pollution complaints

The licensee must keep a legible record of all complaints made to the licensee or any employee or agent of the licensee in relation to pollution arising from any activity to which this licence applies.

- The record must include details of the following:
 - the date and time of the complaint;
 - the method by which the complaint was made;
 - any personal details of the complainant which were provided by the complainant or, if no such details were provided, a note to that effect;
 - the nature of the complaint;
 - the action taken by the licensee in relation to the complaint, including any follow-up contact with the complainant; and
 - if no action was taken by the licensee, the reasons why no action was taken.

The record of a complaint must be kept for at least 4 years after the complaint was made.

The record must be produced to any authorised officer of the EPA who asks to see them.

Protection of the Environment Operations Act 1997

General Terms of Approval - Issued



Notice No: 1574794

Telephone complaints line

The licensee must operate during its operating hours a telephone complaints line for the purpose of receiving any complaints from members of the public in relation to activities conducted at the premises or by the vehicle or mobile plant, unless otherwise specified in the licence.

The licensee must notify the public of the complaints line telephone number and the fact that it is a complaints line so that the impacted community knows how to make a complaint.

This condition does not apply until 3 months after an environment protection licence takes effect.

Reporting conditions

Annual Return documents

What documents must an Annual Return contain?

- The licensee must complete and supply to the EPA an Annual Return in the approved form comprising:
 - a Statement of Compliance; and
 - a Monitoring and Complaints Summary.

A copy of the form in which the Annual Return must be supplied to the EPA accompanies this licence. Before the end of each reporting period, the EPA will provide to the licensee a copy of the form that must be completed and returned to the EPA.

Period covered by Annual Return

An Annual Return must be prepared in respect of each reporting, except as provided below

Note: The term "reporting period" is defined in the dictionary at the end of this licence. Do not complete the Annual Return until after the end of the reporting period.

- Where this licence is transferred from the licensee to a new licensee,
 - the transferring licensee must prepare an annual return for the period commencing on the first day of the reporting period and ending on the date the application for the transfer of the licence to the new licensee is granted; and
 - the new licensee must prepare an annual return for the period commencing on the date the application for the transfer of the licence is granted and ending on the last day of the reporting period.

Note: An application to transfer a licence must be made in the approved form for this purpose.

- Where this licence is surrendered by the licensee or revoked by the EPA or Minister, the licensee must prepare an annual return in respect of the period commencing on the first day of the reporting period and ending on
 - in relation to the surrender of a licence - the date when notice in writing of approval of the surrender is given; or
 - in relation to the revocation of the licence – the date from which notice revoking the licence operates.

Protection of the Environment Operations Act 1997

General Terms of Approval - Issued



Notice No: 1574794

Deadline for Annual Return

The Annual Return for the reporting period must be supplied to the EPA by registered post not later than 60 days after the end of each reporting period or in the case of a transferring licence not later than 60 days after the date the transfer was granted (the 'due date').

Licensee must retain copy of Annual Return

The licensee must retain a copy of the annual return supplied to the EPA for a period of at least 4 years after the annual return was due to be supplied to the EPA.

Certifying of Statement of Compliance and Signing of Monitoring and Complaints Summary

Within the Annual Return, the Statement of Compliance must be certified and the Monitoring and Complaints Summary must be signed by:

- (a) the licence holder; or
- (b) by a person approved in writing by the EPA to sign on behalf of the licence holder.

A person who has been given written approval to certify a Statement of Compliance under a licence issued under the Pollution Control Act 1970 is taken to be approved for the purpose of this condition until the date of first review this licence.

Notification of environmental harm

Note: The licensee or its employees must notify the EPA of incidents causing or threatening material harm to the environment as soon as practicable after the person becomes aware of the incident in accordance with the requirements of Part 5.7 of the Act

Notifications must be made by telephoning the EPA's Environment Line service on 131 555.

The licensee must provide written details of the notification to the EPA within 7 days of the date on which the incident occurred.

Written report

Where an authorised officer of the EPA suspects on reasonable grounds that:

- (a) where this licence applies to premises, an event has occurred at the premises; or
- (b) where this licence applies to vehicles or mobile plant, an event has occurred in connection with the carrying out of the activities authorised by this licence,

and the event has caused, is causing or is likely to cause material harm to the environment (whether the harm occurs on or off premises to which the licence applies), the authorised officer may request a written report of the event.

The licensee must make all reasonable inquiries in relation to the event and supply the report to the EPA within such time as may be specified in the request.

- The request may require a report which includes any or all of the following information:

Page 10

Protection of the Environment Operations Act 1997

General Terms of Approval - Issued



Notice No: 1574794

- the cause, time and duration of the event;
- the type, volume and concentration of every pollutant discharged as a result of the event;
- the name, address and business hours telephone number of employees or agents of the licensee, or a specified class of them, who witnessed the event; and
- the name, address and business hours telephone number of every other person (of whom the licensee is aware) who witnessed the event, unless the licensee has been unable to obtain that information after making reasonable effort;
- action taken by the licensee in relation to the event, including any follow-up contact with any complainants;
- details of any measure taken or proposed to be taken to prevent or mitigate against a recurrence of such an event;
- any other relevant matters.

The EPA may make a written request for further details in relation to any of the above matters if it is not satisfied with the report provided by the licensee. The licensee must provide such further details to the EPA within the time specified in the request.

General conditions

Copy of licence kept at the premises or on the vehicle or mobile plant

A copy of this licence must be kept at the premises or on the vehicle or mobile plant to which the licence applies.

The licence must be produced to any authorised officer of the EPA who asks to see it.

The licence must be available for inspection by any employee or agent of the licensee working at the premises or operating the vehicle or mobile plant.

10.14 Development Applications 2023/30 –Extractive Industry, Quarry

DA2023-30

Author: Manager Building and Regulatory Services

Purpose: Development Applications 2023/030I

Background

On 8 May 2023, Council received Development Applications (DA) and supporting documentation from Retcorp Commodities to develop an extractive industry, being a quarry, on Lot 44, DP 751729, 797 Pleasant Valley Road Binya NSW2665.

The subject site is Zoned RU1-Primary Production and is not listed as a heritage item in Schedule 5 of Carrathool LEP 2012 (LEP).

The Development Application was notified to adjoining landowners and relevant Government agencies for a period of 28 days, with a petition with 41 signatures attached, received from the public during the notification period.

It should be noted that this development is separate from a previous development application that was approved by Council in 2008. Council staff had previously been made aware that this development was operating outside its conditions of consent.

Description of Proposed Development

The proposed development is to extract (scalp) landscaping pebble to a depth of approximately one (1) metre from areas not previously scalped. The proposal also involves the extraction of road base from previously scalped areas. The total area of the proposed quarry is 1.9ha which includes 1.5ha of area cleared and scalped and 0.4ha of area which is virgin land. The applicant proposes to extract up to 12,000 tonnes of material per annum from the site.

Issues

As mentioned above, the application was advertised in the Hillston Spectator and Area News in accordance with Council’s Exhibition and Notification Policy 109 for a period of 28 days on the 10 May 2023 and 31 May 2023. It was also advertised on the Council Website from the 10 May 2023 until the 6 June 2023. In addition, a total of 6 adjoining and adjacent property owners were notified.

During the exhibition and notification period, a petition with 41 signatures was received by Council. A copy of the petition has not been included in the Report so that the names of the objectors are not in the public domain.

The Applicant was provided an opportunity to respond to the submissions of objection raised in the Petition and the Applicant’s response is summarised below.

<p>Access roads are unsuitable for constant truck use for the following reasons:</p> <ul style="list-style-type: none"> • insufficient room for light vehicles and heavy vehicles to pass • not designed for sustained truck use • are too narrow in many parts and no “pull-off areas” to allow trucks to safely pass • blind corners on Carnells Road and Kites Road • narrow corners which are dangerous as they are not cambered and slope steeply inwards to the corner 	<p>The Development Application was referred to TfNSW for comment and the applicant advised that they required the submission of a Traffic Impact Statement (TIA) which includes an assessment of the intersection of Burley Griffin Way with Erigolia Road in accordance with Austroads documentation. The TIA should also address measures to ensure the safety and efficiency of the classified road network is not compromised by the proposed heavy vehicles requiring stacking given the proximity of the aforementioned intersection to the Temora-Roto Railway line. They also</p>
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<ul style="list-style-type: none"> • greater chance of accidents due to size disparity of vehicles and unchecked truck activity • road surfaces are not uniform and not designed for sustained truck use • damage to vehicles by trucks on unsealed roads • anecdotal evidence of past near misses and accidents • truck drivers being unfamiliar with road conditions and under time pressures could increase chances of accidents 	<p>advised that the submitted information did not provide sufficient details in relation to whether the proposed heavy vehicle combinations are approved for travelling on the proposed haulage route. The submitted documentation should provide detail as to the largest vehicle anticipated to access the site as well as detailing the anticipated traffic generation as a result of the development.</p> <p>The Applicants response was re-referred to TfNSW who advised by email dated 12 October 2023 that they had no objections to the proposed development subject to Council attaching a condition on the consent limiting the maximum truck size to a B-double of no more than 26 metres in length with a maximum payload of 40 tonnes.</p> <p>Council does not have any records that indicate there have been road safety incidents over the 35 years of the quarry operations. Pleasant Valley Road, Carnell's Road have been approved by Council for Road Train use. The objection regarding accident history is not supported.</p> <p>12,000 tonnes of quarry material is expected to be transported from the quarry per annum. Local producers transport large quantities of grain on these roads each year. It is anticipated quarry material transport would involve an additional six truck movements per week. Only one to two truck movements per day from the quarry are proposed and all truck access from and to the quarry will cease whenever the road conditions are unsuitable.</p> <p>Kites Road will not be used by trucks during School bus hours. Only trucks up to a B-double size will be used.</p>
<p>Carnell's Road and Kites Road are impassable when wet and take a long time to dry out and are prone to bad damages if used before drying out.</p>	<p>Council as the roads authority opens and closes roads in accordance with weather and road conditions. When closed, roads should not be used by any operator. This objection is not supported as Council can determine use of the roads.</p>
<p>No bitumen seal into quarry and all roads can be closed to all but light traffic for weeks during wet weather.</p>	<p>Council, as the roads authority, determine which roads are to be closed during wet weather and the nature of vehicles allowed to use such roads.</p>

Increase in truck use after extended forced road closures would quickly degrade the roads.	There is no basis for this objection and is not supported.
Quarry site can only be accessed by a steep road suitable for only a heavy rigid truck, a single truck or a truck and dog, not a B-double.	This objection has not been justified. The Applicant has stated that he has observed B-double trucks accessing the site prior to the purchase of the site.
Possible adverse impacts on threatened or vulnerable species from dust, noise, explosions and activity.	The Biodiversity Development Assessment Report has concluded that no prescribed impacts have been identified as being present with the proposed development and that there are no potential entities at risk for serious and irreversible impacts of biodiversity values as a consequence of the proposed development. Also there were no threatened flora species potentially found in the vegetation zone, nor are there any Threatened Ecological Communities.
Availability of other nearby quarries making proposed quarry surplus.	This is a business decision for the applicant, and as such the objection is not supported.

Conclusion

The likely impacts of the development, including environmental impacts on both the natural and built environments, social and economic impacts in the locality and site suitability impacts have been assessed and are considered to be satisfactory in the circumstances of the case subject to the imposition of conditions of development consent.

Issues raised during the public exhibition periods have been addressed and form part of the recommended draft conditions of consent where applicable.

The proposed development complies with the requirements of the Environmental Planning and Assessment Act, 1979; the Environmental Planning and Assessment Regulation 2021; relevant State Environmental Planning Policies and the Carrathool Local Environmental Plan 2012 and is therefore recommended for approval subject to the attached draft conditions of development consent.

Financial implications

Nil

Statutory implications (Governance including Legal)

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

Policy implications

Nil

Risk implications

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

Community Strategic Plan

Nil

Recommendation:

That Council resolves that having considered the matters raised and discussed in the assessment of the Application, Development Application 2023/030 for an Extractive Industry-Quarry at Lot 44 DP 751729, 797 Pleasant Valley Road, Binya, be approved subject to the conditions imposed.

**ATTACHMENT
DRAFT CONDITIONS**

APPROVED PLANS / DOCUMENTS

1. The development is to be carried out in accordance with the following:
 - Statement of Environmental Effects, Proposed Quarry at Pleasant Valley prepared by Riverina Agriconsultants dated 11 April 2023 and related documentation, including commitments given in writing by the Applicant, except where amended by the following conditions of consent.
 - In accordance with the conditions of this consent

Any modification to the approved documents, other than as required by following conditions, will require the lodgement and consideration of a modification application by Council.

2. Should any conflict exist between the abovementioned documents, the most recent document or revision supersedes the conflict, except where superseded by any conditions of approval issued by Council.

GENERAL

3. For clarity, this development consent provides approval for an Extractive Industry for a period of **30 years** from:
 - (a) the date of commencement of this consent; or,
 - (b) the date when a letter indicating commencement of operations is submitted to Council by the operator.

The date of the commencement of the 30-year period is to be confirmed in writing by Council.

Note: *The Applicant is required to rehabilitate the site and carry out additional undertakings to the satisfaction of Council and the Department of Planning and Environment following the 30-year operational period. Consequently, this consent will continue to apply in all other respects other than the right to conduct quarrying operations until the rehabilitation of the site and those undertakings have been carried out to a satisfactory standard.*

4. The Applicant shall not:
 - (a) transport more than 12,000 tonnes of quarry products from the site during any financial year;
 - (b) process more than 12,000 tonnes of quarry products during any financial year.
5. This development consent does not include approval to import waste material, including soil for rehabilitation of the project site. Separate development consent may be required for the importation of fill material, if it is not identified as exempt development.
6. No building work which would otherwise require a Construction Certificate is authorised by this development consent. Should building work requiring a Construction Certificate be required on the site, a new development application, or modification to this development consent will be required.
7. The Applicant shall ensure that all the plant and equipment used at the site is:
 - (a) maintained in a proper and efficient condition; and,
 - (b) operated in a proper and efficient manner.
8. Any damage which is caused to Council's infrastructure as a result of the proposed development must be repaired immediately to Council's satisfaction and at no cost to Council.

9. All rehabilitation works shall be completed within 24 months following the completion of quarry extraction and processing activities.
10. Flammable materials stored on-site are to be stored in bunded areas or storage areas with no other flammable materials.

PRIOR TO COMMENCEMENT OF OPERATIONS

11. The applicant is to submit to Council evidence that the required Biodiversity Offset Credits have been purchased as per the Statement of Environmental Effects and the Biodiversity Assessment Development report prepared by Hamilton Environmental Services.
12. Prior to commencement of quarry activities, the applicant shall provide Council with a procedure that will be implemented for the life of the project to:
 - (a) Keep the local community and relevant agencies informed about the operation and environmental performance of the development.
 - (b) Receive, handle, respond to and record complaints.
 - (c) Resolve any disputes that may arise.
 - (d) Respond to any non-compliance.
 - (e) Respond to emergencies.
 - (f) Monitor environmental impacts.
13. Prior to commencement of quarry activities, the boundaries of the approved quarry footprint shall be clearly marked on site by a Registered Surveyor. The Applicant shall also ensure that:
 - (a) the location of the quarry footprint boundaries is confirmed by Survey and a copy of the Survey Report is submitted to Council prior to commencement;
 - (b) the markers are easily identifiable and sufficiently durable;
 - (c) the markers remain in place for the life of the consent;
 - (d) all contractors and employees on the site are made aware of the quarry boundaries and that no works extend beyond the markers.
14. At the conclusion of the extraction activities, the boundaries of the extraction footprint area shall be clearly identified by a Registered Surveyor and a copy of the Survey Report is to be submitted to Council.
15. Prior to the commencement of quarry activities, the Applicant must submit to Council a Transport Management Plan that provides details and procedures for the following matters:
 - (a) notification of all internal and external cartage / haulage operators of the approved haul route for access to and egress from the site.
 - (b) regular inspection of the haul route for identification of defects and rectification and repair of any identified requirements in a timely manner.
 - (c) compliant investigation procedure and procedure for dealing with non-compliant drivers
 - (d) method of monitoring truck speeds by the operator
 - (e) a driver training and induction procedure. This shall include a requirement for drivers to sign a Code of Conduct acknowledgement that they agree to comply with the requirements and ongoing education about the requirements.
 - (f) record keeping including any proposal to keep log books of truck journeys and complaints. Such records are to date and time of any complaints or monitoring; name of person making the complaint, if given; outcome and steps taken to remediate any investigation relating to a complaint or monitoring. The record book is to be kept on site at all times and made available to authorised officers of Council or the EPA as required.

Carrathool Shire Council is to be notified of the outcome of any investigations or breaches.

- (g) a Driver Code of Conduct that applies to all employees of the quarry, not only relating to heavy vehicle operators, is to be prepared and submitted to Council. The Code is to include, but not be limited to, matters such as use of mobile phones, driving in adverse weather conditions, awareness of animal strikes on roads, driver fatigue and the restriction of haulage being only approved via Carnell's Road and/or Kites Road to Pleasant Valley Road from Erigolia Road.
 - (h) ensuring that trucks for quarry operations access Pleasant Valley Road only when road conditions are suitable in accordance with the "Approved Area with Travel Conditions" for vehicles of type GML Type 1 A-double published by Carrathool Shire Council.
 - (i) Kites Road is not to be used as a haulage route during school bus hours
 - (j) the maximum haulage truck payload is to be 40 tonnes and is to be a B-double vehicle of no more than 26 metres in length.
 - (k) truck movements are to be limited to one or two per day regardless of any wet weather out-loading delays.
 - (l) all truck access is to cease whenever road conditions are deemed to be unsuitable in accordance with the "Approved Area with Travel Conditions" for vehicles of type GML Type 1 A-double published by Carrathool Shire Council.
16. The existing culvert at the entrance to the driveway to the Quarry is to be replaced in accordance with the details provided on Drawing SEQ R-056 Driveways-Rural Driveway, published by the Institute of Public Works Engineering, Australia and available from Carrathool Shire Council.
17. Prior to the commencement of use, the Applicant must provide Council with copies of all Management Plans that may include, but not limited to:
- (a) A detailed Site Management Plan including the arrangement and control measures for areas where storage of fuels, lubricants and maintenance of vehicles is to be carried out.
 - (b) Soil and Water Management Plans
 - (c) Waste Management Plans
 - (d) Site Rehabilitation and Vegetation Management Plans.
 - (e) Transport Management Plan
 - (f) Bush Fire Emergency Management and Operations Plan

These Plans are required for Council records only.

18. Prior to the commencement of use, the Applicant must prepare and submit to Council a Bush Fire Emergency Management and Operations Plan identifying all relevant risks and mitigation measures associated with the operation of the Extractive Industry including the following:
- (a) Measures to prevent or mitigate fires igniting;
 - (b) Work that should not be carried out during total fire bans;
 - (c) Availability of fire-suppression equipment, access and water;
 - (d) Storage and maintenance of fuels and other flammable materials;
 - (e) Notification processes to be implemented of works that have the potential to ignite surrounding vegetation during the bush fire danger period;
 - (f) Appropriate bush fire emergency management planning protocols.

19. Implementation of a Driver Code of Conduct (CoC) to apply to all employees of the quarry, not only relating to heavy vehicle operators, is to be prepared and submitted to Council. The CoC must include, but not be limited to, the use of mobile phones, driving in adverse weather conditions (fog and icy road conditions), awareness of animal strikes on roads, driver fatigue and the restriction of haulage being only approved via Erigolia Road, Kites Road, Carnell's Road and Pleasant Valley Way. The CoC must be provided to all employees or contractors prior to entry to the site or during each site induction.
20. An Environmental Management Plan must be prepared and implemented within 3 months of development consent being granted. The plan must include, but not be limited to:
 - (a) The identification and mitigation of potential impacts to surface water and soils. The plan must make reference to the requirements outlined in the document "Managing Urban Stormwater: Soils and Construction (Landcom, 2004) and "Managing Urban Storm water: Soils and Construction - Volume 2E - Mines and Quarries (DECC, 2008);
 - (b) Air quality (dust) management measures; and
 - (c) Noise management measures.
21. The existing consent (DA 2008/021) is to be surrendered prior to the commencement of operations under this consent.

DURING OPERATION

22. General operation of the extractive industry is to be restricted to the following times:
 - Monday to Saturday – 6.00am to 6.00pmArticulated trucks and water carts are restricted to the following times:
 - Monday to Saturday – 7.00am to 6.00pmNo quarrying activities (including extraction, crushing, screening, blasting washing and transport) are permitted on Sundays or Public Holidays.
23. The Driver Code of Conduct shall be implemented and adhered to by the operator, staff and contactors at all times.
24. All trucks and mobile plant operating within the premises must be fitted (where there is a requirement for such devices to be fitted under the Work Health and Safety legislation) with broad-spectrum reversing alarms.
25. The internal access road/driveway is to be maintained so that it is trafficable to all vehicles including fire-fighting trucks and emergency services (two-wheel drive traffic), at all times.
26. The internal quarry access/haulage road must be maintained in a condition that prevents or minimises the emission into the air of air pollutants (e.g. dust).
27. Trucks entering and leaving the premises that are carrying loads on public roads must be covered at all times, except during loading and unloading.
28. Haulage operations coinciding with local school bus pick up/drop off times are to be avoided.
29. The development site is to be managed for the life of the project in the following manner:
 - (a) Erosion and sediment controls are to be implemented to prevent sediment from leaving the site. The controls are to be maintained until the development is complete and the site stabilised with permanent vegetation;
 - (b) Appropriate dust control measures;
 - (c) All equipment and materials shall be contained wholly within the site unless approval to use the road reserve has been obtained;

- (d) Toilet facilities are to be provided on the work site at the rate of one toilet for every 20 persons or part of 20 persons employed at the site. 41. All waste, with the exception of topsoil to be re-used, generated on site shall be disposed of to a licensed waste disposal facility.
30. The development must ensure that a static water supply is accessible and reliable for firefighting purposes for the life of operations and provided in accordance with Planning for Bush Fire Protection 2019.
31. A Complaints Register is to be maintained by the operator of the quarry. Details of the date, time, complainant contact details (if offered), nature of the complaint and adopted corrective actions are to be recorded in the complaints register. A copy of the complaints register is to be given to Council upon request.
32. In the event of any Aboriginal archaeological material being discovered during earthmoving/construction works, all work in that area shall cease immediately and the Office of Environment and Heritage (OEH) notified of the discovery as soon as practicable. Work shall only recommence upon the authorisation of the OEH.
33. Measures should be taken to ensure that quarry activities do not contribute to the spread of noxious weeds.
34. No materials are permitted to be disposed of or stored on crown land, roads or waterways.
35. The vehicular entrance and exit to the site and the direction of traffic movement within the site shall be clearly indicated by means of signage to ensure that clear direction is provided to the drivers of vehicles entering and leaving the premises at all times.
36. Any servicing, repair or maintenance of plant required on-site must be undertaken by a suitably qualified employee or contractor with all waste to be disposed of in a suitable manner and transported to a licensed waste facility.
37. An Annual Return detailing the amount of material extracted and area of extraction shall be provided to Council.
38. Prior to any blasting event occurring, the quarry operator shall notify Carrathool Shire Council Customer Service at least 24 hours in advance.
39. Following the extraction and processing of not more than 50% of material, the operator of the quarry must prepare a Quarry Closure Plan. The Quarry Closure Plan must be submitted to and approved by Council and the Resources Regulator (as relevant). The Quarry Closure Plan must describe:
- (a) The final land use and landform options considered, and justification of the preferred option selected;
 - (b) Rehabilitation methods to be implemented;
 - (b) Completion criteria; and
 - (c) Post-closure risk assessment to demonstrate that risks associated with the proposed final landform and land use are acceptable.

The quarry closure plan be prepared in accordance with any applicable legislation and best practice industry standard at that time.

10.15 Finance Report – Statement of Bank Balances – November 2023

FM:FR

Author: Director Corporate & Community Services

Purpose: Statement of Bank Balances – November 2023

Background

The reconciliation of Council's main bank account with the cash book controls within Practical (council finance software) for the month of November 2023 is complete as shown in the table below:

Statement of Bank Balances as at 30 November 2023				
CASHBOOK SUMMARY				Data for November 2023
Balance As at 1/11/2023 (Consolidated Funds)				\$279,003.54
		Add For November 2023	Total for 01/07/2023 to 30/06/2024	
Rates/Water/Debtor Receipts	\$3,821,474.19	\$989,421.33	\$4,810,895.52	
Investments Recalled	\$4,825,521.32	\$2,891,070.26	\$7,716,591.58	
RMS - RMCC, Block, Repair	\$2,307,611.31	\$6,762.29	\$2,314,373.60	
RMS - Bridge	\$0.00	\$0.00	\$0.00	
RMS - Flood Damage	\$17,600.00	\$0.00	\$17,600.00	
RMS - Regional Roads	\$0.00	\$0.00	\$0.00	
Grant - Roads to Recovery Program	\$0.00	\$61,940.00	\$61,940.00	
FAG - General & Local Roads	\$122,572.00	\$122,572.00	\$245,144.00	
All Other Misc Grant Payments	\$3,054,068.77	\$6,902,828.50	\$9,956,897.27	
Planning Receipts	\$112,742.00	\$5,558.00	\$118,300.00	
Plant / Property Trade-Ins & Sales	\$510,670.00	\$24,200.00	\$534,870.00	
Other Receipts	\$1,831,602.30	\$743,911.47	\$2,575,513.77	
Sub Total Receipts	\$16,603,861.89	\$11,748,263.85	\$28,352,125.74	\$11,748,263.85
LESS PAYMENTS		Add For November 2023	Total for 01/07/2023 to 30/06/2024	
Wages (Net of PAYG & Other Deductions)	(\$2,207,307.33)	(\$666,458.62)	(\$2,873,765.95)	
Plant Acquisitions	(\$1,073,775.77)	(\$633,402.76)	(\$1,707,178.53)	
Invested	(\$4,500,000.00)	(\$7,821,000.00)	(\$12,321,000.00)	
Other Creditors Payments	(\$9,086,077.86)	(\$2,672,764.34)	(\$11,758,842.20)	
Sub Total Payments	(\$16,867,160.96)	(\$11,793,625.72)	(\$28,660,786.68)	(\$11,793,625.72)
Cashbook Balance 30/11/2023				\$233,641.67
BANK STATEMENTS				
Opening Balance 01/11/2023 (CSC's CBA Main Transaction Account)				\$276,503.01
Less Bank Payments				(\$11,285,190.75)
Plus Bank Receipts				\$11,251,450.74
Total As Per Bank Statements				\$242,763.00
Plus Unpresented Deposits				\$5,647.66
Less Unpresented Cheques				(\$14,768.99)
Reconciliation Cash Book Balance to Bank Statements 30/11/2023				\$233,641.67

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Local Government Act (1993)
Local Government General Regulation (2021)

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

Objective 5.2 – Manage our resources to ensure that Council is financially sustainable over the long term.

Recommendation:

That Council note the Statement of Bank Balances as at 30 November 2023 and confirm payment of accounts as summarised in the reconciliation statement totalling \$11,793,625.72.

10.16 Finance Report – Investments Schedule – November 2023

FM:FR

Author: Director Corporate & Community Services

Purpose: Schedule of Investments – November 2023

Background

Details of Council’s investments as at 30 November 2023 are provided below:

CARRATHOOL SHIRE COUNCIL INVESTMENTS - 30 NOVEMBER 2023							
Last Month @ 31/10/23	Financial Institution	Date Raised	Interest Rate	Duration (Days)	Maturity Date	Current Month @ 30/11/23	Change
\$537,104.69	CBA	27-Oct-23	5.01%	123 Days	27-Feb-24	\$537,104.69	\$0.00
\$524,900.17	CBA	21-Nov-23	4.87%	90 Days	19-Feb-24	\$531,158.13	\$6,257.96
\$523,001.95	CBA	27-Nov-23	4.95%	91 Days	26-Feb-24	\$529,117.35	\$6,115.40
\$1,018,616.45	CBA	27-Nov-23	5.08%	\$120.00	26-Mar-24	\$1,035,573.48	\$16,957.03
\$2,847,776.44	CBA	26-Oct-23	5.02%	120 Days	23-Feb-24	\$2,847,776.44	\$0.00
\$528,563.34	CBA	27-Nov-23	4.95%	91 Days	26-Feb-24	\$534,743.77	\$6,180.43
\$530,534.98	CBA	03-Oct-23	4.80%	120 Days	31-Jan-24	\$530,534.98	\$0.00
\$5,768,877.93	CBA	18-Sep-23	4.80%	91 Days	18-Dec-23	\$5,768,877.93	\$0.00
\$522,148.10	CBA	25-Jul-23	5.09%	150 Days	22-Dec-23	\$522,148.10	\$0.00
\$523,568.69	CBA	13-Sep-23	4.67%	90 Days	12-Dec-23	\$523,568.69	\$0.00
\$510,682.94	CBA	07-Nov-23	4.91%	120 Days	06-Mar-24	\$516,822.89	\$6,139.95
\$524,869.86	CBA	27-Sep-23	4.78%	120 Days	25-Jan-24	\$524,869.86	\$0.00
\$523,630.80	CBA	01-Nov-23	4.84%	91 Days	31-Jan-24	\$529,776.65	\$6,145.85
\$523,859.08	CBA	28-Nov-23	5.07%	120 Days	27-Mar-24	\$529,904.27	\$6,045.19
\$526,836.95	CBA	03-Oct-23	4.80%	120 Days	31-Jan-24	\$526,836.95	\$0.00
\$518,563.75	CBA	29-Nov-23	4.88%	90 Days	27-Feb-24	\$526,968.74	\$8,404.99
\$525,683.62	Bendigo Bank	07-Aug-23	4.55%	122 Days	07-Dec-23	\$525,683.62	\$0.00
\$97,046.27	Bendigo Bank	03-Apr-23	4.05%	275 Days	03-Jan-24	\$97,046.27	\$0.00
\$25,980.37	Bendigo Bank	12-Oct-23	4.20%	183 Days	12-Apr-24	\$25,980.37	\$0.00
\$526,786.73	Westpac	04-Sep-23	4.73%	91 Days	04-Dec-23	\$526,786.73	\$0.00
\$0.00	Westpac	30-Nov-23	5.17%	182 Days	30-May-24	\$2,250,000.00	\$2,250,000.00
\$0.00	Westpac	30-Nov-23	5.15%	152 Days	30-Apr-24	\$2,250,000.00	\$2,250,000.00
\$500,000.00	Westpac	25-Jul-23	5.16%	155 Days	27-Dec-23	\$500,000.00	\$0.00
\$511,474.60	Westpac	11-Sep-23	4.81%	122 Days	11-Jan-24	\$511,474.60	\$0.00
\$1,023,086.58	Westpac	28-Aug-23	4.93%	154 Days	29-Jan-24	\$1,023,086.58	\$0.00
\$540,326.63	NAB	02-Nov-23	4.90%	90 Days	31-Jan-24	\$546,775.03	\$6,448.40
\$517,178.53	NAB	03-Nov-23	4.90%	90 Days	01-Feb-24	\$525,700.79	\$8,522.26
\$510,297.05	NAB	08-Nov-23	4.90%	90 Days	06-Feb-24	\$516,522.40	\$6,225.35
\$500,000.00	NAB	29-Nov-23	4.95%	90 Days	27-Feb-24	\$505,917.81	\$5,917.81
\$500,000.00	NAB	13-Sep-23	4.80%	90 Days	12-Dec-23	\$500,000.00	\$0.00
\$526,850.97	NAB	16-Oct-23	4.80%	91 Days	15-Jan-24	\$526,850.97	\$0.00
\$512,551.79	NAB	19-Sep-23	4.80%	90 Days	18-Dec-23	\$512,551.79	\$0.00
\$525,377.48	NAB	21-Sep-23	4.80%	90 Days	20-Dec-23	\$525,377.48	\$0.00
\$2,024,398.91	NAB	28-Sep-23	4.92%	123 Days	29-Jan-24	\$2,024,398.91	\$0.00
\$523,685.26	NAB	11-Aug-23	4.93%	122 Days	11-Dec-23	\$523,685.26	\$0.00
\$1,031,149.07	NAB	27-Oct-23	4.90%	90 Days	25-Jan-24	\$1,031,149.07	\$0.00
\$525,056.13	NAB	Recall IBD \$525,056.13 + \$6,214.36				\$0.00	(\$525,056.13)
\$536,136.75	NAB	15-Sep-23	4.80%	90 Days	14-Dec-23	\$536,136.75	\$0.00
\$520,853.92	NAB	04-Aug-23	4.93%	122 Days	04-Dec-23	\$520,853.92	\$0.00
\$1,561,256.24	IMB	01-Nov-23	5.00%	121 Days	01-Mar-24	\$1,592,545.53	\$31,289.29
\$532,817.43	IMB	15-Aug-23	4.90%	122 Days	15-Dec-23	\$532,817.43	\$0.00
\$506,112.33	IMB	07-Sep-23	4.85%	124 Days	09-Jan-24	\$506,112.33	\$0.00
\$509,265.75	IMB	25-Sep-23	4.80%	121 Days	24-Jan-24	\$509,265.75	\$0.00
\$500,000.00	IMB	25-Jul-23	5.35%	181 Days	22-Jan-24	\$500,000.00	\$0.00
\$506,684.93	IMB	01-Jun-23	4.80%	183 Days	01-Dec-23	\$506,684.93	\$0.00
\$2,025,457.53	IMB	28-Sep-23	4.85%	123 Days	29-Jan-24	\$2,025,457.53	\$0.00
\$0.00	IMB	30-Nov-23	5.25%	182 Days	30-May-24	\$2,321,000.00	\$2,321,000.00
\$551,999.98	IMB	13-Oct-23	4.90%	152 Days	13-Mar-24	\$551,999.98	\$0.00
\$520,130.77	IMB	Recall IBD \$520,130.77 + \$6,159.63				\$0.00	(\$520,130.77)
\$518,214.66	IMB	03-Nov-23	5.00%	123 Days	05-Mar-24	\$526,976.04	\$8,761.38
\$524,495.24	IMB	Recall IBD \$524,495.24 + \$9,014.13				\$0.00	(\$524,495.24)
\$519,600.47	IMB	21-Nov-23	5.00%	120 Days	20-Mar-24	\$528,240.07	\$8,639.60
\$529,366.26	IMB	17-Aug-23	4.85%	119 Days	14-Dec-23	\$529,366.26	\$0.00
\$38,262,858.37						\$43,652,227.12	\$5,389,368.75

ON CALL INVESTMENTS							
\$1,855,029.84	CBA	Variable	4.35%	N/A	On Call A/c	\$1,558,456.53	(\$296,573.31)
	Movements On Call Funds		CBA				
	01-Nov-23	Interest	\$3,426.69				
	During Month	From On Call	(\$1,300,000.00)				
	During Month	To On Call	\$1,000,000.00				
	On Call - Net Change for Month		(\$296,573.31)				
\$1,855,029.84						\$1,558,456.53	(\$296,573.31)
\$40,117,888.21						\$45,210,683.65	\$5,092,795.44
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 1/11/23	CLOSING 30/11/23	VARIATION NOVEMBER
IBDs	38,262,858.37	43,652,227.12	5,389,368.75
On Call Funds	1,855,029.84	1,558,456.53	(296,573.31)
TOTAL	40,117,888.21	45,210,683.65	5,092,795.44

Analysis – Change During Month:

	VARIATION – NOV 2023
ADD – Interest Incorporated in IBDs Rolled Over	138,050.89
ADD – New IBDs	6,821,000.00
LESS – IBDs recalled	(1,569,682.14)
ADD – Interest from On Call Funds	3,426.69
LESS – On Call Funds recalled	(1,300,000.00)
ADD – Funds applied to On Call Funds	1,000,000.00
TOTAL VARIATION	5,092,795.44

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 (matures 04/2024) \$25,980.37

Compliance with Policy Limits:

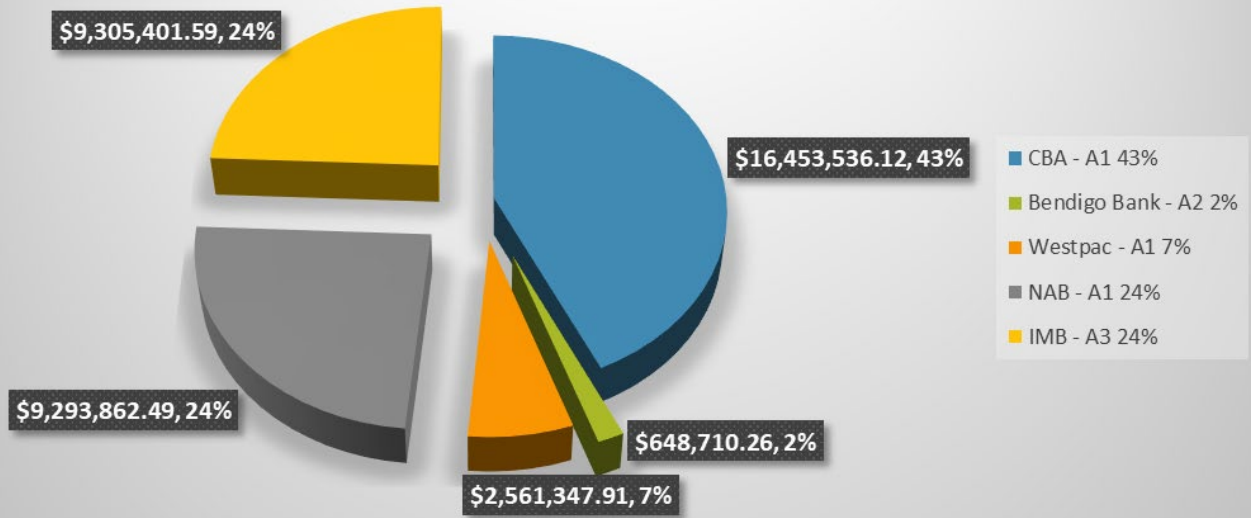
Council Policy 019 – Investment of Surplus Funds limits the exposure of invested funds to an individual organisation by the credit rating of the organisation so that single entity exposure is limited as detailed in the table below:

S&P Long Term Credit Rating*	S&P Short Term Credit Rating*	Portfolio Maximum
AAA Category	A1 +	50%
AA Category or Major Bank** (see note below)	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%

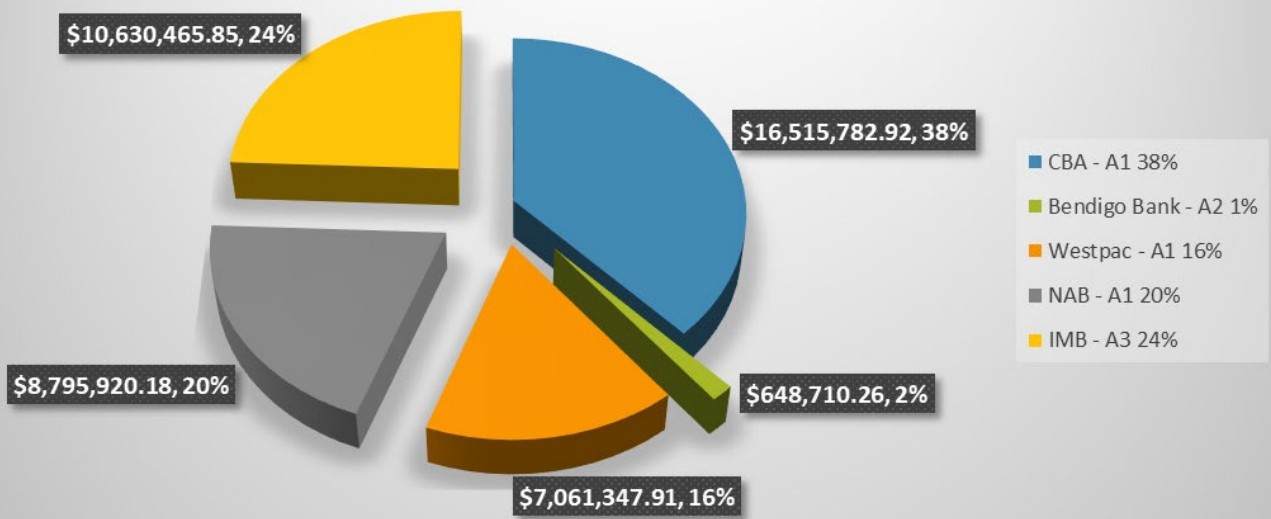
*Moody's/Fitch equivalent

**ANZ, Commonwealth Bank, National Australia Bank & Westpac including their subsidiaries and brands (eg St George). Where the institution is a major bank, the portfolio maximum may be increased to 70% should a significant benefit to Council be identified.*

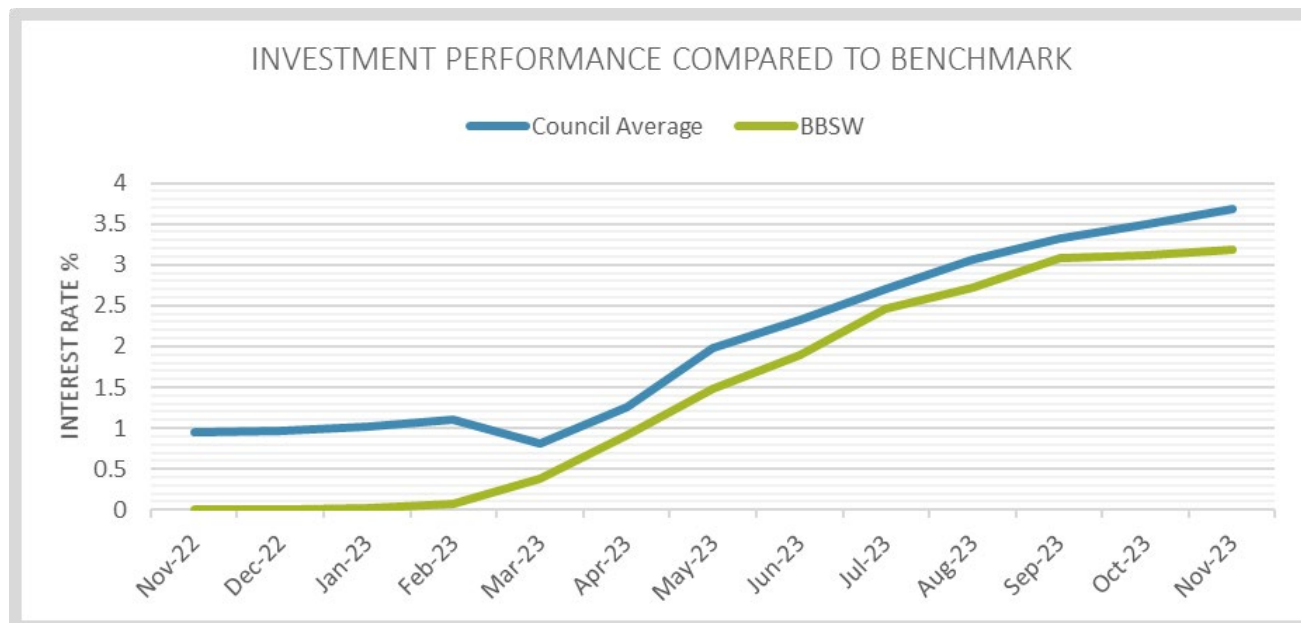
Invested Term Deposits by Institution



Invested Term Deposits by Institution



The graph below details the performance of Council’s investment portfolio against the standard comparative – the Bank Bill Swap Rate.



Issues

Lack of diversification within the investment portfolio has the potential for higher risk to Council.

Financial implications

Council’s investment portfolio provides funding for some projects identified in the Operational Plan.

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

Goal 5 – Civic Leadership & Governance

Objective 5.2 – Manage our resources to ensure that Council is financially sustainable over the long term

Recommendation:

That Council receive the investment report as at 30 November 2023 and it be noted that in accordance with clause 212 paragraph (1)(b) of the *Local Government (General) Regulation 2021*, it can be certified that the investments listed have been made in accordance with the Act, the Regulations and Council’s Investment Policy.

10.17 Council Policy 19 – Investment of Surplus Funds Policy

CM:POL:CWP: DCWP

Author: Director Corporate and Community Services

Purpose: Review of the existing Council Policy 19 – Investment of Surplus Funds.

Attachment: Draft Council Policy 19 – Investment of Surplus Funds

Background

The Office of Local Government Investment Policy Guidelines (2010) recommend that the investment policy of Council be reviewed annually. This policy was last adopted by Council in December 2022. The definitions section of the policy has minor amendments to include more ‘plain English’ definitions. Due to the nature of these amendments, there is a requirement that this policy be placed on public exhibition for 28 days.

Issues

Nil

Financial implications

Council’s investment portfolio based on the requirements of this policy, provides funding for some projects identified in the Operational Plan.

Statutory implications (Governance including Legal)

This policy has been prepared to encompass the legislative requirements and obligations for the investment of Council funds.

Local Government Act 1993, s625

Local Government (General) Regulation 2021, clause 16

Ministerial Investment Order 2011

NSW Office of Local Government Investment Policy Guidelines 2010

Council Code of Conduct

Policy implications

It is standard practice to review Council policies regularly to ensure continuing functionality. The Office of Local Government Investment Policy Guidelines (2010) recommend that council investment policies be reviewed annually. This policy was last reviewed in December 2022.

Risk implications

It is incumbent on Council to minimise financial risk when considering potential investment returns. This policy is designed to establish a framework to ensure Council’s invested funds are exposed to minimal risk.

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

Recommendation:

That Council:

- 1. approve the draft Council Policy 19 – Investment of Surplus Funds and place the draft policy on public exhibition for a period of 28 days.**
- 2. adopt the policy after the exhibition period if no submissions are received.**

ATTACHMENT



Investment-of-Surplus-Funds

Application	All-Staff-with-Investment-Delegations
Responsible-Officer	Director-Corporate-&-Community-Services
File-No	POL:CWP:DCWP
Authorised-by	Council
Effective-Date	20-December-2022
Distribution	Internet-/Intranet-/Public-Exhibition

Purpose

To provide a framework for the investment of Council funds that seeks to maximise earnings whilst having due consideration of the risk and security for that investment, and to ensure that Council's liquidity requirements are being met.

Preservation of capital is the principal purpose of the investment portfolio. Investments are to be placed in a manner that seeks to ensure the security and safeguarding of the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.

Definitions

TERM	MEANING
Authorised Deposit-Taking Institution (ADI)	A corporation that is authorised under the <i>Banking Act 1959</i> to take deposits from customers.
Bill of Exchange	A written order from one person to another to pay a specified sum of money to a designated person on demand or at a fixed or determinable future time.
Bank Bill Swap reference rate (BBSW)	Is a <u>short-term</u> interest rate used as a benchmark for the pricing of Australian dollar derivatives and securities – most notably, floating rate bonds.
Debenture	A document evidencing an acknowledgment of debt created by a company for the purpose of raising capital.
Floating Rate Note (FRN)	A type of bond. A borrower (typically a government or company) issues bonds to raise capital. In return, they promise to pay bondholders back in full on the bond's maturity date. Until that date, the borrower pays regular interest payments or <u>'coupons'</u> .
Bank Bill Index	Represents the performance of a notional rolling parcel of bills averaging 45 days. It is a widely used benchmark for local councils and other institutional cash investments.

Policy Statement

Delegation of Authority

Authority for implementation of the Investment Policy is delegated by Council to the General Manager in accordance with the *Local Government Act (1993)* s327.

The General Manager has in turn delegated the day-to-day management of investments to the Director Corporate and Community Services, the Management Accountant and the Finance Officer who must ensure adequate skill, support and oversight is exercised in the investment of Council funds.

Uncontrolled document when printed. Please refer to website or intranet for controlled document	Effective Date	20.12.2022
	Version No.	1.0

The General Manager must approve delegations in writing and record them in the Delegations Register. Delegated officers are required to acknowledge that they have received a copy of this policy and understand their obligations in this role.

¶

Prudent Person Standard

The investments will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage and safeguard the portfolio in accordance with the spirit of this Investment Policy and not for speculative purposes.

¶

Ethics and Conflicts of Interest

Officers should refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest. Disclosures of conflicts of interest are to be made to the General Manager.

¶

Independent investment advisors must declare that they have no actual or perceived conflict of interest. They must not receive inducements in relation to Council's investments.

¶

Authorised Investments

Carrathool Shire Council approves the following investments allowed by the *Ministerial Investment Order 2011*:

- Commonwealth/State/Territory government securities e.g. bonds
- Interest-bearing deposits/senior securities issued by an eligible ADI
- Bills of exchange (< 200 days duration) guaranteed by an ADI
- Debentures issued by a NSW Council under the *Local Government Act 1993*
- Deposits with T-Corp &/or investments in T-Corp IM Funds
- Existing investments grandfathered under the *Ministerial Investment Order 2011*

¶

Prohibited Investments

In accordance with the *Ministerial Investment Order 2011*, this investment policy prohibits any investment carried out for speculative purposes including, but not limited to:

- Derivative based instruments
- Principal only investments or securities that provide potentially nil or negative cash flow
- Standalone securities issued that have underlying futures, options, forward contracts or swaps of any kind
- The use of leveraging (borrowing to invest) for an investment
- Land mortgages

¶

Nothing in this policy shall prohibit the short-term investment of loan proceeds where the loan is raised for non-investment purposes and there is a delay prior to the expenditure of the funds.

¶

Risk Management Guidelines

All investments entail some risk. Generally, the higher the anticipated rate of return of an investment, the higher the risk and variability of investment returns. Investing should produce a diversified portfolio that reflects reasonable market rates of return.

¶

This Investment Policy states a conservative, risk-averse investment profile and recognises that Council has a low tolerance to investment risks which would result in a loss of investment capital. The nature of a conservative approach to investments recognises that the expectations of returns on investments would also need to be conservative. A risk-averse investment policy acts to preserve capital, but also affects the contribution of earnings from investments and the growth in value of the investment portfolio. This approach accepts that Council's return on investment could be lower than average market expectations, particularly where average market expectations are based on rates of return for risk diversified portfolios.

10.18 Council Policy 99 – Public Interest Disclosures Policy

CM:POL:CWP:DCWP

Author: Director Corporate and Community Services

Purpose: Review of the existing Council Policy 99 – Internal Reporting Policy.

Separately Circulated: [Draft Council Policy 99 – Public Interest Disclosures Policy](#)
[Existing Policy 99 – Internal Reporting Policy](#)

Background

The new *Public Interest Disclosures Act 2022* came into force on 1 October 2022. The new Act completely revamps the previous *Public Interest Disclosures Act 1994* in order to simplify the process of reporting public interest disclosures while providing more comprehensive protections to those who report wrongdoing. It is mandatory under section 42 of the Act for Council to have a public interest disclosures policy. Substantial changes to the Act have necessitated the development of a new policy.

The content of public interest disclosure policies is prescribed by section 43 of the PID Act 2022, and includes:

- procedures for dealing with, acknowledging receipt of and providing information to the makers of, public interest disclosures,
- procedures for assessing and minimising the risk of detrimental action being taken against a person as a result of a public interest disclosure being made,
- identifying the responsibilities imposed by the PID Act 2022 on the General Manager, other disclosure officers and Council staff generally, and
- a list identifying the disclosure officers of Council and their contact details

Issues

The new Act expands the number of staff able to ‘accept’ a public interest disclosure to all managers/supervisors across Council. This applies to all work sites where more than one employee is based. Additional staff training may be required.

Financial implications

Council has an existing training budget

Statutory implications (Governance including Legal)

Public Interest Disclosures Act 2022
 Internal Reporting System Procedures
 Code of Conduct
 Complaints Handling Policy and Procedure
 Grievance Handling Policy and Procedure
 Disciplinary Action Procedure
 Statement of Business Ethics
 Workplace Bullying and Harassment Policy

Policy implications

It is standard practice to review Council policies regularly to ensure continuing functionality. The introduction of new legislation has necessitated the development of a new policy at this time. The Internal Reporting policy was last reviewed in February 2021.

Risk implications

It is mandatory for Council to develop and implement a new policy to reflect the new *Public Interest Disclosures Act 2022* in order to comply with the new legislation.

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

Recommendation:

That Council:

- 1. approve the draft Council Policy 99 – Public Disclosures and place the draft policy on public exhibition for a period of 28 days.**
- 2. adopt the policy after the exhibition period if no submissions are received.**

10.19 Whitton Stock Route Road

RDS:LRD:WSR

Author: Director Corporate and Community Services

Purpose: To provide a report on the status of the Whitton Stock Route Road.

Attachment: Search Map Details of the Whitton Stock Route Road.

Background

The NSW Rural Fire Service (RFS) have been requesting that Council maintain the Whitton Stock Route Road for use as a fire trail. Council has been of the belief it was a crown road and not a local road and have not maintained sections of the road for over 20 years.

Council staff have investigated the status of the road and found various items of correspondence indicating that the Whitton Stock Route Road is a Council local road, these are as follows:

- 20 July 2001, letter to the Rankins Springs Progress Association advising we do not maintain sections of the road.
- 1 August 2001, letter to the Rankins Springs Progress Association stating "I advise that Council is the owner of the Whitton Stock Route and therefore the responsible authority for this section of road."
- 7 August 2001, letter to Minter Ellison seeking legal advice to reduce risks associated with dedicated Council roads that are not maintained by Council, which names the Whitton Stock Route.
- 21 December 2010, Council meeting agenda and minutes which confirms the adoption of road names which was advertised in the Government Gazette on 14/01/11, which identifies the Whitton Stock Route Road as a local road.

A search of the road provided by Crown Lands indicates that part of the road is combined crown/local road, the remainder is local road and south into Griffith City Council the road is then Crown Road. (evidenced by a copy of the road search map attached)

Issues

The access to Whitton Stock Route Road from the Griffith Shire, once it branches to the left before Barry Scenic Drive is not maintained. There are massive holes in the road and at one point the road appears to disappear into vegetation.

Council appear to maintain the north of the road when it turns into the Eight Mile Tank Road and also as it branches south past the property of "Banool", Council appears to maintain the road to a certain point.

It was difficult to get over a very rocky out crop down further from the area that Council maintains. I managed to get as far as Rothdene Lane before the road turned into a two wheel track with vegetation in between. Some of this section of road getting towards the bottom of Rothdene Lane was one lane with trees on either side and would be difficult for a grader to manoeuvre.

To address the needs of the RFS for the use of the road as a fire trail, the RFS would have access around this area, to protect properties, using Myall Park Road, Mount Bingar Road, Mitchells Track, Blackgate Road and Burchers Road plus other roads from Griffith - for example the Mallee Point Road, instead of Council spending additional funds to maintain the Whitton Stock Route Road.

Due to the sections of this road having had no maintenance for over 20 years I recommend that the Infrastructure department investigate the closure of sections of the road as the cost to bring the road to a trafficable condition would be too expensive.

Council recommends that the Whitton Stock Route Road be closed in the north from the last maintenance point past the property "Banool" to the Council's southern-most boundary point where the road intersects with Mitchell's Track.

Financial implications

The cost to bring this road to a trafficable condition would be expensive.

Statutory implications (Governance including Legal)

The normal processes would have to be undertaken to close the road.

Policy implications

Nil

Risk implications

In the roads current condition, it may prove a hazard to the public.

Community Strategic Plan

Goal 2: Accessible and Connected

Objective 2.2: We are connected within our community and elsewhere through reliable road networks

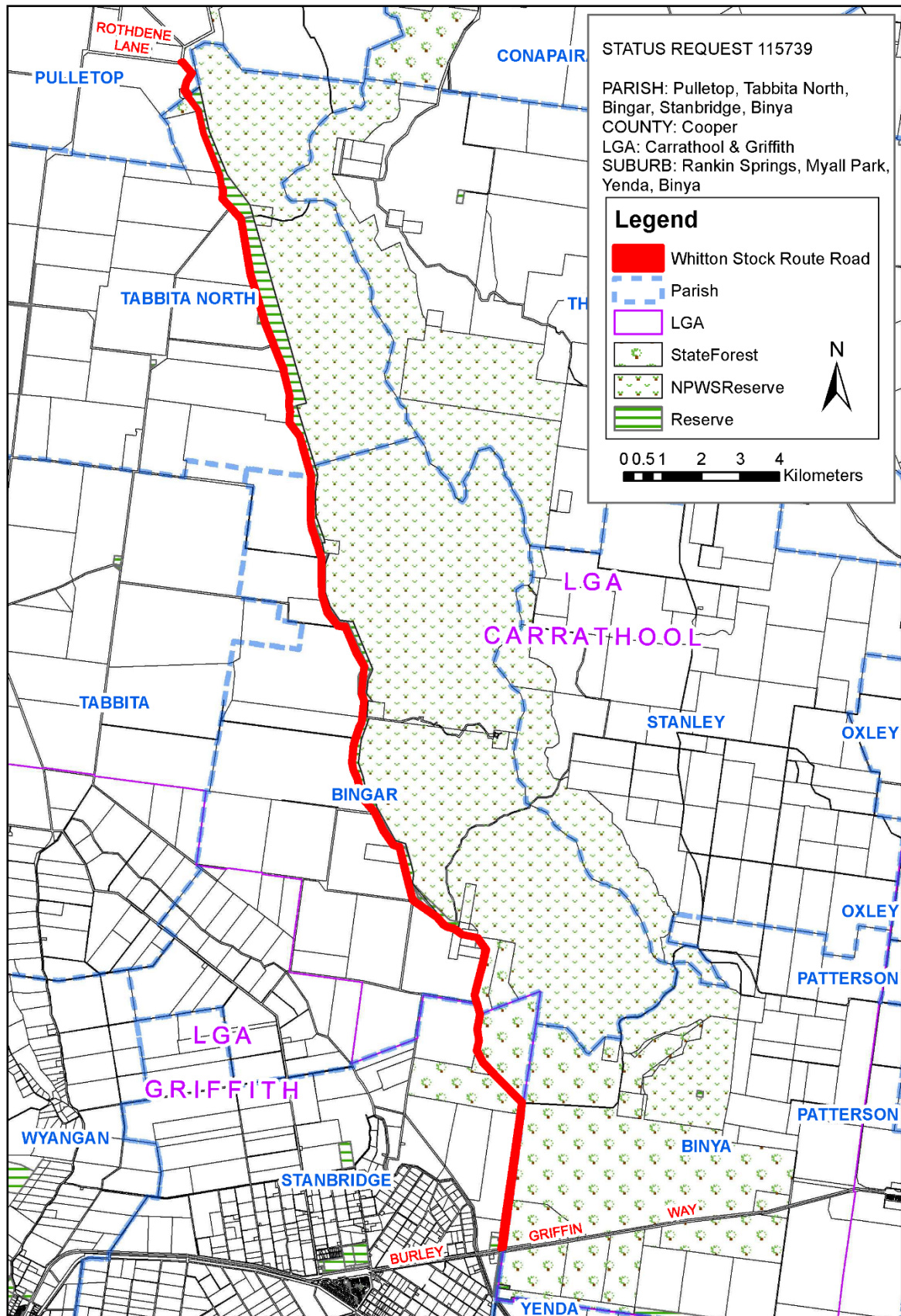
Recommendation:

That:

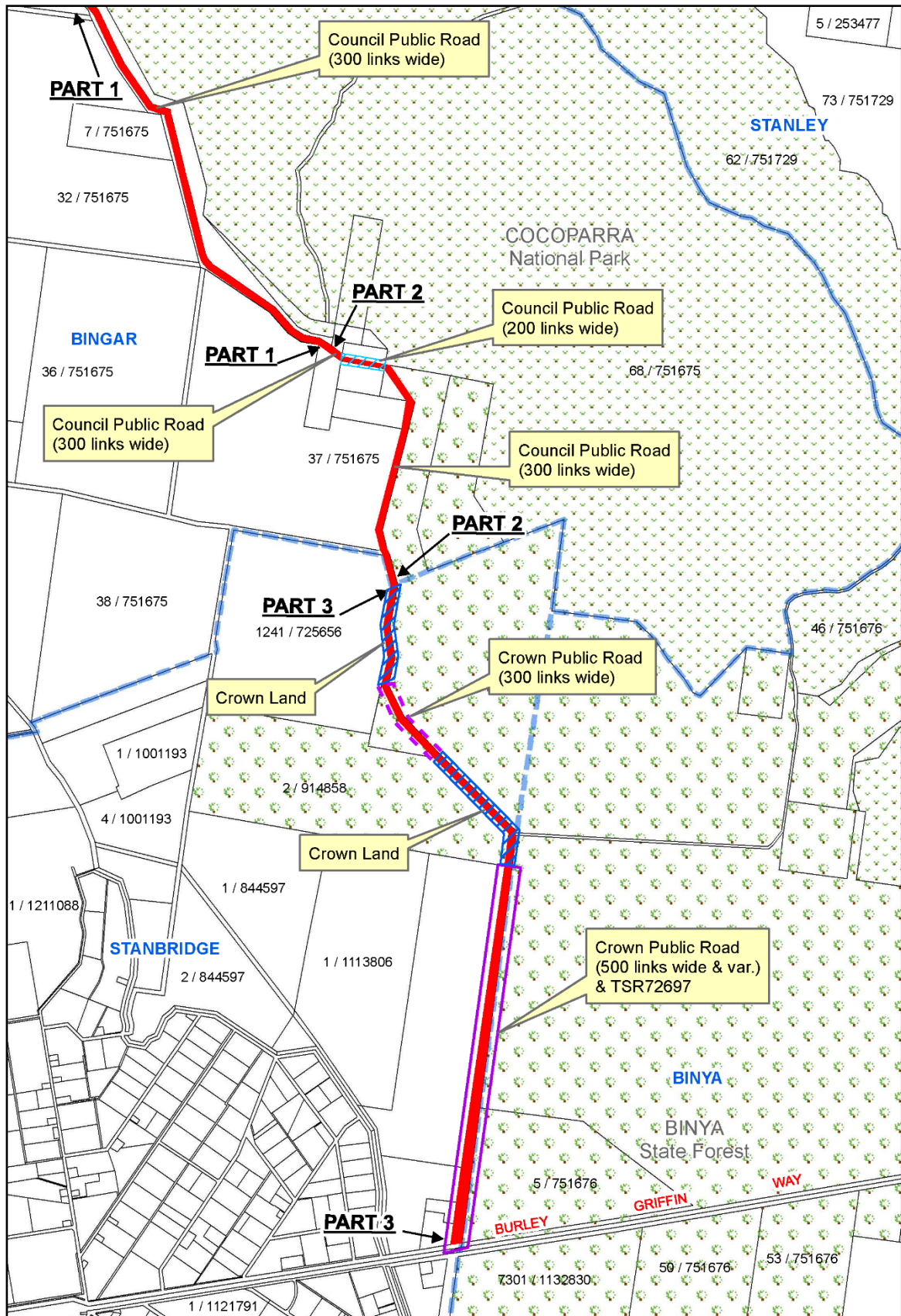
- 1. Council approve the closure of sections of the Whitton Stock Route Road in principal.**
- 2. the Infrastructure department further investigate the proposed closure and provide a further report to Council.**

ATTACHMENT

APPENDIX A



APPENDIX A (ii)



10.20 Draft Policies for Review

CM:POL:CWP

Author: Director Corporate & Community Services

Purpose: Review and change policies and approve the listed draft policies for public exhibition Separately Circulated: [Booklet of draft policies](#)

Background

Council is required to review and amend policies on a regular basis as defined within the policy wording. A number of policies required review and minor amendments were required due to change of the Council's structure or changes to the *Local Government Act 1993* and *Regulations*; or due to errors or omissions.

Issues

Council staff has reviewed a number of Council policies and these have been provided in a separate booklet for your consideration, with any alterations marked. These policies will go out on public exhibition for 28 days prior to adoption. The booklet of the policies will be provided to a number of sites to ensure access for the public.

The list of policies reviewed and / or amended is as follows:

- Caravan Parks Long Term Residents Policy 075
- Cameras in Council Changerooms Policy 085
- Asset Management Policy 144
- Council Residences and Properties Policy 039
- Building Line Policy 071
- Development Applications – Exhibition and Notification Policy 109
- Building – Finished Floor Levels Policy 140
- Water Urban Boundaries Policy 040

It is proposed that the following policy be cancelled, as the policy has not been relevant for the past 5 years.

- Pool Lifeguard Training Policy 116

Financial Implications

Nil

Statutory Implications

Refer to the Statutory requirements section in each policy for the relevant legislation

Policy Implications

It is standard practice to review Council policies regularly to ensure continuing functionality.

Risk Implications

Council will not meet its governance requirements

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

Recommendation:

That:

1. **Council approve the list of draft policies below to go on public exhibition for a period of 28 days;**
 - **Caravan Parks Long Term Residents Policy 075**
 - **Cameras in Council Change Room Policy 085**
 - **Asset Management Policy 144**
 - **Council Residences and Properties Policy 039**
 - **Building Line Policy 071**
 - **Development Applications – Exhibition and Notification Policy 109**
 - **Building – Finished Floor Levels Policy 140**
 - **Water Urban Boundaries Policy 040**
2. **the following policies be cancelled:**
 - **Pool Lifeguard Training Policy 116**
3. **Council adopt the reviewed policies after the exhibition period if no public submissions are received.**

10.21 Community Development Officer Report – December 2023

ED:TOUR:TEP

Author: Community Development Officer

Purpose: To advise Council of recent activities of interest undertaken by the Community Development Officer

Background**Hillston Water Tower Mural Project**

The community consultation period occurred between 27 October 2023 and 6 November 2023. Results of this have been forwarded onto the artist.

Reconnecting Regional NSW – Community Events Program

A variation request was submitted to use unspent funds from the Reconnecting Regional NSW Community Events Program (approx., \$20,000) on the Lake Woorabinda Festival 2024. As per the advice received all events need to be held before 31 January 2024, the Lake Woorabinda Festival falls outside this deadline and therefore cannot be considered for the unspent funds.

A variation to allocate the unspent funds on Australia Day and pool party events has been approved.

Australia Day 2024

Nominations for the Awards ceremony opened on 18 October 2023 and closed on Friday 30 November 2023. A separate report has been circulated.

Council has submitted their request for an ambassador through the Australia Day Ambassador Program, advice on our ambassador is yet to be received.

The Lions Club will be hosting the luncheon at the Lions Park under a marquee, the day will also include the Hillston pool party with free ice cream and water slide.

The National Australia Day Council grant application to host Gowi Groove on the Grass 2024 has been successful. Planning has commenced with The Baker Boys Band from Melbourne supplying the music and catering to be supplied by the Goolgowi P & C Association.

Summer/Autumn Holiday Break Program

Funding of \$10,000 is available to hold events during the summer holidays and \$7,000 is available to hold events during the autumn holidays (April 2024).

No application was submitted for the summer holidays.

An application was been submitted for the Autumn school holidays and notification of its success has been received. Two roller disco events will be held, one in Goolgowi and one in Hillston. Catering will be included in both events.

International Women's Day 2024

International Women's Week coincides with the Lake Woorabinda Festival in March 2024. A grant application was submitted to hold a Laughter workshop on the morning of the festival with morning tea available. Council will be notified of the outcome in the coming week.

Visit Riverina

The CDO attended the Annual General Meeting of Visit Riverina in Narrandera on Tuesday 5 December 2024, the day also included a Strategic Planning Workshop. The focus is currently on the Destination Riverina Murray Agritourism Plan and how Visit Riverina can leverage this plan to assist the operators in our region.

Information Distributed to the Community

- Australia Day Award nominations Open
- Level the Playing Field Grant Opportunity (Office of Sport)
- Crown Reserves Improvement Fund
- Local Grant Sport Program
- Consultation to help strengthen the community sector
- Information on free workshops for young people on hateful misinformation, fake news
- Club Grants Information

Financial implications

Existing CDO budget and grant funding.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implication

Nil

Community Strategic Plan

Goal 1: Thriving and liveable communities

Goal 3: Resilient and welcoming

Recommendation:

That Council note the Community Development Officers report for December 2023.

10.22 Lake Woorabinda Festival 2024

CP:MTC:LW

Author: Community Development Officer

Purpose: For Council to consider funding the 2024 Lake Woorabinda Festival.

Background

In March 2023, Council held the Lake Woorabinda Festival. This event was funded through the NSW Government Reconnecting Regional NSW – Community Events Program with \$31,000 allocated from this fund. Regional Arts Australia funding was also secured for \$15,000.

Community response was extremely favourable with many expressing their desire for the Festival to go ahead in 2024. The success of the festival can be attributed in part to the fact that it was free entry with all the activities available for free. It was very affordable family day which supported both local businesses and community groups.

The proposed 2024 event will consist of:

- Local artisan markets,
- Local businesses and community groups providing food
- Ice cream van from Lake Cargelligo
- Children’s entertainment including jumping castles, kids club and a live stage performance
- Live music
- Hillston Central School Choir
- Floating of lanterns and lantern parade (made by children and members of the community both prior to the event and on the day)
- Fireworks
- SES, RFS & Ambulance Vehicles on display
- Free entry to the Hillston Pool
- Paddleboats/kayaks on the Lake

Issues

Nil

Financial implications

Grant applications have been submitted through Festivals Australia and Create NSW for elements of the Lake Woorabinda Festival 2024. The outcome of these grants is unknown at this stage with advice from Create NSW that the outcomes of this funding will be delayed until January 2024. Whilst every effort will be made to source grant funding for the festival, it may not be available every year.

Proposed 2024 budget:

Element	Costs
Markets	\$0
Food	\$0
Children’s entertainment	\$6,000
Live music	\$7,000
Equipment hire (marquee, chairs, tables, coolroom)	\$8,000
Firework display	\$8,000
Purchase of lantern kits	\$2,000
Advertising and marketing	\$2,000
Paddleboat hire	\$5,000
	\$38,000

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 1: Thriving and liveable communities

Goal 3: Resilient and welcoming

Recommendation:

That Council underwrite the Lake Woorabinda Festival 2024 for any shortcoming should grant funding not be successful. A maximum amount of \$40,000 would cover the event and can be sourced from savings in the salary vote to be identified in the December quarter budget review.

11. Committee Reports

12. Closed Council Reports

12.1 Water Purchases – Lachlan / Murrumbidgee Rivers

WS:SP:WSD

Author: General Manager

Purpose: To provide Council with information relevant to resolution 0661 from the September 2023 meeting.

Background

Council has several sources of water for both town water supply and for its rural schemes. At the September meeting Council requested a report investigating the purchase of additional water – following discussion about water for Lake Woorabinda.

Issues

Council is asked to consider this report on the Water Purchases – Lachlan / Murrumbidgee Rivers 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*.

12.2 Councils Staff Gratuity Policy

PERSONNEL

Author: Director Corporate and Community Services

Purpose: To seek the Council's approval of a payment in accordance with the gratuity policy.

Background

Council is asked to consider this report on the Councils Staff Gratuity Policy in Closed Council under the provisions of section 10A(a) of the *Local Government Act 1993*.

Financial implications

Nil

Statutory implications (Governance including Legal)

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

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

Policy implications

In accordance with the Councils Staff Gratuity Policy:

"Application of the Policy is subject to the Council assessing that the individual's service has been satisfactory during his/her period of employment with Council"

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

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

12.3 Australia Day Awards 2023

CR:AWD:AD

Author: Community Development Officer

Purpose: To report on Australia Day event arrangements and determine award recipients.

Separately Circulated: Australia Day Award Nominations Booklet

Background

25 compliant nominations have been received for Australia Day Awards across 5 of the 7 award categories. Nominations have been separately circulated to councillors for consideration in determining award winners for each category. It is recommended that councillors consider nominations against the guidelines to determine the Australia Day Award recipients for 2023.

Council is asked to consider this report on the Australia Day Awards 2023 in Closed Council under the provisions of section 10A (a) of the *Local Government Act 1993*.

Financial implications

Nil

Statutory implications (Governance including Legal)

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

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

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities

Goal 3 – Resilient and Welcoming

Recommendation:

That Council resolve into closed council pursuant to Section 10A(a) of the *Local Government Act 1993* to further consider the report on the Australia Day Awards 2023.

12.4 Hillston Subdivision – Status update

CP:DC:SUB McGO'D

Author: General Manager

Purpose: To provide Council with an update on the status of the Subdivision.

Background

Council is currently undertaking a 20 lot subdivision of land Sec 28 DP 257 in Hillston.

Issues

Council is asked to consider this report on the Hillston Subdivision – status update 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 **20 February 2024** commencing at **10.00am**.