



# ORDINARY MEETING AGENDA

**16 May 2023**

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

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## Definitions

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

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## 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, 16 MAY 2023 COMMENCING AT 9.00 AM**

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***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.*

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**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 18 April 2023

**5. Business Arising**

**6. Motions & Questions (notice given)**

**6.1 Notice of Motion – Mossgiel Road Increase in Width Over Umbrella Creek**

RDS:RR:80RMR

Author: General Manager

Purpose: To advise Council that Councillor Geoff Peters has given notice of his intention to move the following motion at the May 2023 meeting of Council

**That:**

- 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.**
- 2. Council staff bring a costing back to the June Council meeting giving the approximate cost expected in undertaking the work, and**
- 3. funding be sourced from the 2023/24 Regional Road maintenance expense currently budgeted for \$611,000.**

**Councillor note:**

With the sealing of the Mossgiel Road it is anticipated speeds will increase on the road. The current program will see the Mossgiel Road seal extend to the Umbrella Creek bridge in 2022/23 with sealing anticipated to commence 17 May 2023.

If this work is undertaken next financial year future years sealing can continue over and past the culvert bridge.

The work should also include the removal of two large trees on the downstream side of the bridge.

**7. Presentations/Public Addresses (where scheduled)**

**8.45 am Citizenship Ceremony:**

Mrs Jenneffer Porter

Mr Gursewak Singh

### **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 Jardine

Purpose: To inform Council of the Mayor's activity since the meeting held 18 April 2023.

#### Background

##### ANZAC Day

ANZAC Day again was well supported across the Shire with ceremonies conducted at Hillston, Goolgowi, Carrathool and Rankins Springs. Thank you to the Councillors who attended and laying a wreath on behalf of Council.

##### RAMJO

At the time of writing this report the board meeting of RAMJO is scheduled to be held 14 May 2023. Both the General Manager and I shall attend via zoom – I will provide Council with an update on activities at the meeting.

##### Local Roads Community Infrastructure (LRCI)

I have recently received advice from the Federal Government that the LRCI program phase 4 will commence in July 2023. Council has been allocated the following amounts.

Part A: \$4,456,711 to spend on priority local roads and community infrastructure projects.

Part B: \$840,263 to spend on road projects in rural, regional and outer urban areas.

I would like Council to consider and nominate various projects for costing and discussion for when the guidelines should be released in July 2023.

#### Recommendation:

**That Council note the Mayors report to the May 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**

<b>DECISION</b>	<b>ACTION TAKEN</b>
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> .	Discussed with Griffith Office of Crown Lands – Position is unchanged.

**1848/ 19.10.21 – Economic Development Unit Report – October 2021**

**Responsible Officer: CDO**

<b>DECISION</b>	<b>ACTION TAKEN</b>
That the EDO investigate possible grant funding for research and publication of other historically significant sites throughout the Shire.	Pending, contact being made with historians in the Griffith Area

**0054/ 15.02.22 – Remote Roads Upgrade Pilot Program**

**Responsible Officer: DIS**

<b>DECISION</b>	<b>ACTION TAKEN</b>
Nominate Mt Grace Rd gravel resheeting project under this program .	Tender documentation being prepared. Report to June meeting.
Council fund the co-contribution of 20% (\$234,000) from roads reserve	

**0280/ 20.09.22 – Lachlan River Road Flooding**

**Responsible Officer: ADIS**

<b>DECISION</b>	<b>ACTION TAKEN</b>
Develop design & costings to alleviate the current flooding corner Lachlan River Rd for future road programs	To be undertaken when river subsides.

**0301/ 20.09.22 – Rezoning of Land in Rankins Springs & Merriwagga**

**Responsible Officer: MBRS**

<b>DECISION</b>	<b>ACTION TAKEN</b>
Item 3. Prepare a planning proposal for submission for a gateway determination by the NSW Dept Planning & Environment for both zoning and minimum lot size adjustments.	Draft report returned to consultant for changes.

**0317/ 20.09.22 – General Road Conditions Update**

**Responsible Officer: ADIS**

<b>DECISION</b>	<b>ACTION TAKEN</b>
Identify suitable roads where cutbacks can be dragged onto road surface and commence this practise ASAP.	To be included as part of Local and Regional Roads Repair Program. In Progress.

**0341/ 18.10.22 – Sponsorship Opportunity – Pedal Boats**

**Responsible Officer: CDO**

<b>DECISION</b>	<b>ACTION TAKEN</b>
Item 2. Staff further develop the proposal in more detail for future consideration by Council.	Information to be provided as becomes available.

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

**Responsible Officer: DIS**

<b>DECISION</b>	<b>ACTION TAKEN</b>
Prepare Submission for future rounds on Kidman Way Nth Wallantery Bridge to alleviate flooding closing the road.	Waiting on Funding Round Opening.

**0442/ 21.02.23 Fixing Local Roads Upgrade – Item 4**

**Responsible Officer: DIS**

<b>DECISION</b>	<b>ACTION TAKEN</b>
Council instruct staff to undertake roadworks on Pinteebakana and Boorga Roads, including bulldozing cutback material back to road to increase height, and resheet the Boorga Road a distance of 4.5 kms from the Pinteebakana intersection at a cost of \$177,000.	In Progress.

**0452/ 21.03.23 – Carrathool Water Supply**

**Responsible Officer: DCCS**

<b>DECISION</b>	<b>ACTION TAKEN</b>
2. Conduct an audit of the potable water supply	Report this meeting.
3. Undertake reviews of the other town water supplies.	Pending

**0462/ 21.03.23 – Sale of Land for Unpaid Rates and Charges**

**Responsible Officer: DCCS**

<b>DECISION</b>	<b>ACTION TAKEN</b>
1. Resolved to sell the land as listed in the report for overdue rates and charges.	In Progress

**0472/ 21.03.23 – Lake Woorabinda User Agreement**

**Responsible Officer: GM**

<b>DECISION</b>	<b>ACTION TAKEN</b>
2. Provide information it considers relevant and necessary to develop a new agreement.	Pending
3. Consider a new agreement at a future meeting.	Pending

**0483/ 18.04.23 – Electric Vehicle Destination Feasibility Assessment**

**Responsible Officer: GM**

<b>DECISION</b>	<b>ACTION TAKEN</b>
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

**Recommendation:**

**That Council note the update on action report for May 2023.**

**10.2      Precis of Correspondence**

GOV:MCCC:MRPC

Author:    General Manager

Purpose: Matters for consideration by Council.

Information Items: 10.2.1 – Hillston Hook, Line & Fishing Festival Inc.  
 10.2.2 – Hillston Swans Football & Netball Club

**10.2.1    Hillston Hook Line & Sinker Fishing Festival Inc.**

Informing Council that the 2023 competition will be held Thursday 24 August to Sunday 27 August. This year will be the 30 year anniversary of the event.

Further stating they have a new executive:

President – Wendy Manley

Vice President – Bruce Shields

Secretary / Treasurer – Craig McKeon

Requesting Council provide sponsorship for the event.

GM Note: Council in the past provided assistance with the garbage truck at the end of the event and in the past has provided a \$500 donation. Councils donation vote currently has a remaining balance of \$7,000.

**Recommendation:**

**That Council:**

- 1.      assist the Hillston Hook, Line and Sinker Fishing Festival as in previous years.**
- 2.      provide \$500 sponsorship for the event.**

**10.2.2    Hillston Swans Football & Netball Club**

Requesting Council consider the upgrading of the lighting to the oval. Acknowledging the upgrade will be expensive and could be subject to future grant funding.

GM Note: Discussion with the Manager Building & Regulatory Services and undertaking preliminary costings indicates the costs involved would be in the vicinity of \$120,000.

**Recommendation:**

**That Council note the request for the lighting upgrade at the Stan Peters Oval and inform Hillston Swans Football and Netball Club consideration will be given should an appropriate grant opportunity arise.**

**10.2.3    Conapaira Hotel – Request closure part of Moa Road Rankins Springs**

Seeking approval from Council for the temporary closure of part of Moa Road (The Springs Road) between the intersection of Boomerang Street to Oxley Lane for the purpose of food vans and entertainment to support the 100 year Centenary of Rankins Springs celebrations. The event will be held on Saturday 16 September, 2023.

This portion of the road has been closed before for a similar event in August 2022, which had very little impact on traffic. The Hotel need Council approval to apply to Liquor and Gaming for a trading licence extension for this day.

This will be an opportunity for past and present locals, families and local groups to reminisce and socialise.

**Recommendation:**

**That Council approve the request from the Conapaira Hotel for part of Moa Road to be closed temporarily on Saturday 16 September for the purpose of a function to support the 100 year Centenary of Rankins Springs celebrations.**

**10.3 Hillston Aerodrome – Operating Hours**

CP:LCP:HA

Author: General Manager

Purpose: To provide Council with information regarding options to address complaints received from the public regarding aircraft operations.

**Background**

For sometime Council has been receiving complaints regarding noise, flight path and material falling from aircraft operating agricultural activity out of the Hillston Aerodrome.

**Issues**

Council considered the Hillston Aerodrome Management Plan initially at the February 2019 meeting before finally adopting the plan at the March 2019 meeting with the inclusions of a clause (24) operating hours.

“There are low restrictions on operating hours of the aerodrome. It is expected however that operating hours on Sunday are restricted to after 7am for take off and landing. Emergency Services such as RFS, Ambulance and Flying Doctors are exempt from this early hour restriction”.

It may be appropriate for Council to review this clause and make changes should it wish and these operating hours be relayed to the pilots operating out of the aerodrome.

Advice provided recently (verbal) by CASA and previous written advice is that as Council is the aerodrome operator it can impose operating restrictions as it deems appropriate. As Hillston is currently not registered and certified it need take only local means to inform operators of any restrictions. Should it wish to notify further afield it can notify Airservices Australia who publish data regarding operations of aerodromes.

The NSW Environmental Protection Authority has published Environmental Guidelines for Arial Spraying Facilities however this relates only to on ground activity.

**Financial Implications**

N/A

**Statutory Implications (Governance including Legal)**

N/A

**Policy Implications**

Council has adopted an Aerodrome Management Plan which does some reference to operating hours. It may be appropriate to further prescribe operational hours.

**Risk Implications**

N/A

**Community Strategic Plan**

N/A

**Recommendation:**

**That Council:**

- 1. determine appropriate operating hours at the Hillston Aerodrome and these hours be incorporated into the Aerodrome Management Plan.**
- 2. notify the operator of the operational hours of the aerodrome.**

**10.4 Hillston Water Supply – Access Charges**

WS:FCW

Author: General Manager

Purpose: To inform Council of the relativity of access charges in accordance with the 2007 Best Practise Management of Water Supply and Sewerage as provided by the NSW government.

**Background**

Nil

**Issues**

As Council will be aware there is concern regarding the ongoing sustainability of water supply to towns and villages within the shire. Within the Hillston Water Supply there are several customers with high volume capacity connections that are paying very little over the basic 20mm connection for the service, this is mainly state government organisations and larger commercial operations.

The recommended method of charging for access or supply is proportional to the square of the size of the customers service connection eg.

Metre Size	Multiplying Factor	Council Charge	Recommended Charge	Difference	No. Services	Additional Income
20mm	1.0	509	509	0	-	-
25mm	1.56	573	794	221	40	8,842
40mm	4.0	589	2,036	1,447	32	46,304
50mm	6.25	610	3,181	2,571	14	35,998
100mm	25.00	nil	12,725	12,725	1	12,725

The 100mm connection is that of Council

50mm connections:

Council	5
Lachlan Lodge	1
Milbrae Concrete	1
Graincorp	1
NSW Health	2
MRA Merrowie	2
<b>Total</b>	<b>14</b>

40mm connections:

Education & Training	3
Ex-Services Club	2
Council	1
Catholic Church	1
Showground Trust	1
Hillston Motel	2
NSW Teacher Housing	2
McKeon Earthmoving	1
Wesfarmers	1
Redbank Units	1
Various Others	17
<b>Total</b>	<b>32</b>

25mm connections:

There are 40 25mm connections generally held by individuals however there are many connections of a commercial nature

The philosophy behind the NSW state governments push for best practise is water efficiency and also to send pricings signals to consumers in regard to sustainability. On examination of the larger size connections reveals the major users are the NSW state government and larger commercial corporations.

It may be appropriate for Council to consider full access charges for the 24/25 financial year. This timeframe will allow for better and more complete information to be provided to Council, and should it wish to proceed provide notice to water consumers of the proposal.

**Financial Implications**

Sustainability of water supply is of concern into the future with ever increasing costs and bureaucracy being imposed.

**Statutory Implications (Governance including Legal)**

Water is a very political topic and Council will at some stage be required to comply with best practise guidelines to obtain funding for future works.

**Policy Implications**

Nil

**Risk Implications**

At risk is future augmentation funding availability.

**Community Strategic Plan**

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

**Recommendation:**

**That:**

- 1. Council note the current water access charges.**
- 2. a report be brought to Council at the September 2023 meeting detailing the current compliance with best practise in water supply including long term projections of all water supplies across the shire.**
- 3. a report be brought to the December 2023 meeting of Council detailing charging arrangements for sewer services and compliance with state government requirements.**



**10.5 Funded Works Program**

GS:PGM:RLRR00014

Author: General Manager

Purpose: To provide Council with an update of funded works programs.

**Background**

Council will be aware at the April meeting in Hillston a late report was presented detailing schedules for Pothole Repair Programs and Local and Regional Road Repair Programs. This report provides further updates and will also have information presented at the meeting.

**Issues**

**Regional Road Block Grant and Repair Program**

	Estimate \$	Exp. Including Commitments \$	Balance \$
Springs Road - Construction	534,000	475,000	59,000
Mossgiel Road	500,000	414,000	86,000
Regional Road Maintenance	841,000	431,000	410,000

**Local and Regional Roads Repair Program**

Many of the roads nominated at the April meeting of Council have commenced or have been completed. Additional roads have also been completed. A full list will be presented at the meeting which will include works undertaken following the close of the May business paper.

**Pothole Repair Program**

At present Council has a remaining balance of \$678,000 to expend by December 31,2023.

The following programs are proposed:

Tabbita Lane – 2,695 square metres of patching required. Estimates are calculated using \$90 per square metre, \$242,000.

Erigolia Road – Preliminary investigations detail approximately 570 square metres of patching required. This currently excludes potential flood damage repair. Anticipated cost \$51,300.

Staff will be scoping other sealed roads within the shire in the next few months to further develop a patching program.

Roads to Recovery

The roads to recovery program is on target for completion this year apart from the Lake Cargelligo Road \$274,000 reseal that is dependent upon completion of flood damage restoration works. Murrumbidgee River Road is expected to be sealed this month.

**Financial implications**

Council has employed contractors to assist in meeting the obligations under the various funding programs.

**Statutory implications (Governance including Legal)**

N/A

**Policy implications**

N/A

**Risk implications**

Council will need to continue to develop road programs to address the expenditure in a structured manner.

**Community Strategic Plan**

N/A

**Recommendation:**

**That Council note the report on the funded roadworks and the additional information provided by staff at the meeting relevant to this report.**

**10.6 Infrastructure Report**

RD:IR

Author: Director Infrastructure Services

Purpose: To Summarise Infrastructure Services Activities for part of March 2023.

Attachment: Register of Roads Maintenance, Photos – Rankins Springs Billings Road Dam Rehabilitation and Goolgowi Sewer Ponds Rehabilitation.

**Background**

**Reporting Period 18 March 2023 to 14 April 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:

Temporary Pavement Repair (m <sup>2</sup> )		Mowing and Slashing (hect)		Maintenance Grading (cl kms)	
Lachlan River Road	40	Erigolia Road	7	Back Hillston Road	2
<b>TOTAL</b>	<b>40</b>	<b>TOTAL</b>	<b>7</b>	Billings Road	16
Vegetation Control (ea)		Servicing Signs (ea)		Boorga Road	22
Roto Road	4	Boorga Road	2	Bretags Road	4
<b>TOTAL</b>	<b>4</b>	Coombie Road	1	Cameron Road	12.4
Replace Signs (ea)		<b>TOTAL</b>	<b>3</b>	Darts Road	5
Carrathool Road	1	Guideposts (ea)		Lowlands Road	10.7
Murrumbidgee River Road	1	Melbergen Road	4	Merriwagga Road	10.5
<b>TOTAL</b>	<b>2</b>	Roto Road	5	O’Keefes Road	7.1
		<b>TOTAL</b>	<b>9</b>	<b>TOTAL</b>	<b>89.7</b>

**Regional Roads**

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

Description	244R Tabbita Lane	321R Rankins Springs Rd	368R The Springs Rd	501R Lachlan Valley Way	80R Mossgiel Rd	371R Lake Cargelligo Rd
Temporary Pavement Repair (m <sup>2</sup> )						
Mowing and Slashing (hect)			15		1	10
Litter and Amenity Maintenance (job)				3		
Replace Signs (ea)	1					
Guideposts (ea)		16	15			
Maintenance Grading (cl kms)						

**TfNSW Road Maintenance Council Contract**

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

Code	Description	Unit	Accomplishment
A-321	Slashing	m <sup>2</sup>	540,000
A-428	Service Rest Area	each	20
C-111	Safety Inspection	km	447
C-201	Repair Pothole	each	12
C-202	Repair Pavement Edge	m	1193
C-204	Minor Pavement Patching	m <sup>2</sup>	3983
C-301	Remove Dead Animal	each	1
C-614	Reinstate Sign	each	2
S-211	Seal Pavement Crack	m <sup>2</sup>	20
S-272	Sweep Road Pavement	km	14.52

**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						0
Footbridge Maintenance	1200						0
Drainage & S/Water	1510						0
Sign Maintenance	1610						0
Sign Replacement	1620						0
Resealing	4000						0
Mowing	5100		41.50	19.50		32	93
Slashing	5200	15.25	5	30.50		9.50	60.25
Spraying	5300			8		6.50	14.50
Tree Maintenance	5400		11.50	22		11	44.50
Tree Removal	5410						0
Watering	5500		8	37	3.50	6	54.50
Weeding	5600		9.50	28		19.50	57
Mowing – Stan Peters Oval	5710			8.50			8.50
Slashing – Stan Peters Oval	5720						0
Spraying – Stan Peters Oval	5730						0
Watering – Stan Peters Oval	5740			6			6
Weeding – Stan Peters Oval	5750			6.50			6.50
Playground Equipment	5800						0
Litter Collection	6100	2	6.50	10	4	9	31.50
Street Sweeper	6200			15			15
Hand Broom Gutters	6300						0
Toilets	6400	3	5	10	3	2	23
Footpath Maintenance	7100						0
Clear Culverts	7100			4			4
Street Maintenance	7200			2		2	4
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
<b>Total Hours per Town</b>		<b>20.25</b>	<b>87</b>	<b>219.50</b>	<b>10.50</b>	<b>97.50</b>	<b>434.75</b>
<b>Town % of Total Hours</b>		<b>4.66%</b>	<b>20.01%</b>	<b>50.49%</b>	<b>2.42%</b>	<b>22.43%</b>	

**Sewer Maintenance**

Description	Mainline Choke	Service line Choke	Pump Station Fault	Pressure Sewer Fault	STW – Screen Unit Fault
Hillston		1		1	
Goolgowi					
Rankins Springs Sullage					
<b>Totals</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>

**Water Maintenance**

Description	Mainline Breaks	Service line Breaks	Water Meter/Tap Leaking	Pump Station Faults	Telemetry Faults	Replaced Meter	New Connection
Hillston	1	4	5		1		
Langtree (Langtree Bore/Merriwagga/Goolgowi)							
Yoolaroi/Goolgowi Rural (Palmyra to Y4 & Y5/Y6)	1			3			
Bunda/Goorawin	1			1			
Carrathool	2						
Merriwagga Village							
Goolgowi Village Raw							
Goolgowi Village Potable							
Rankins Springs Potable							
Rankins Springs Raw Town							
Rankins Springs Rural							
Melbergen							
<b>Total</b>	<b>5</b>	<b>4</b>	<b>5</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>0</b>

**Project Updates:**

**Rankins Springs Billings Road Dam Rehabilitation:**

The rehabilitation work is completed to fix eroded banks on the Billings Road water storage dam. This work involved rebuilding and re-shaping 100 meters of embankments and placing geo-fabric and rock to prevent future erosions.

**Goolgowi Sewer Ponds Rehabilitation:**

The Goolgowi sewer pond rehabilitation project is funded under LRCIP Phase-3. Council cleaned the ponds and received relining material recently. Relining work is to commence soon, weather permitting.

**Hillston Water Works (Bore-2) Generator Replacement:**

Generator replacement is underway for the Hillston water works site (Bore-2) under the current year capital works program, expected to be completed in the coming days.

**Yoolaroi Water Mains Replacement:**

Water mains replacement work is well underway on Melbergen and Wollarma Road (Yoolaroi Scheme) under the 2022-23 capital works program, expected to be completed in the coming weeks.

**Integrated Water Cycle Management Plan (IWCM)**

Currently the NSW Public Works is working through the issues paper considering comments received from the other state agencies such as EPA, NSW Water and NSW Health. It is anticipated the completed document should be available in early 2024.

Flood Recovery:

100% of the road network has been assessed. The damages submission will soon commence and expected to be completed within 6 weeks. Permanent repair works cannot start until approval has been received from TfNSW.

Jacksons Bridge:

Contractors have inspected the site and are preparing a report on potential damages caused by the recent floods, an actual start date to complete the works is still being determined.

Lachlan River Road:

The sealing works have been completed. Line marking has been scheduled for early June.

The Springs Road:

The sealing works have been completed. Line marking has been scheduled for early June.

Mossgiel Road:

Construction has commenced in preparation of the upgrade of the next 2.5km. Works include the extension/replacement of two pipe crossings and the installation of an additional pipe crossing. Sealing is scheduled for late May and line marking in early June.

Carrathool Road:

Works have been delayed due to sub-contractor availability issues. Interim repairs to the road approaches should commence within a few weeks.

Hillston River Bank Stabilisation:

The area related to these works has recently been surveyed to assess if any further deterioration has occurred as a result of last years flooding.

Mt Grace Road:

Staff are preparing tender documents for the resheet works as part of the Remote Roads Upgrade Pilot Program funding.

<b>Issues</b>
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Nil

<b>Financial Implications</b>
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Nil

<b>Statutory Implications (Governance including Legal)</b>
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Nil

<b>Policy Implications</b>
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Nil

<b>Risk Implications</b>
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Nil

<b>Community Strategic Plan</b>
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Goal 2 – Accessible and Connected

<b>Recommendation:</b>
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**That Council note the Infrastructure Report for May 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	16/09/2020	3.00	3.08
6	Altys Road	103	10/12/2020	1.90	4.46
6	Andersons Lane	105	25/08/2022	8.20	12.46
6	Andersons Road	104	8/09/2020	1.50	6.32
7	Arcadia Lane	106	14/12/2022	2.00	15.43
6	Audrey Lea Road	107	22/08/2019	22.60	30.79
6	Avondale Road	108	3/08/2020	4.00	31.56
2	Back Hillston Road	109	6/04/2023	2.00	71.14
4	Bakers Road	110	3/01/2023	4.40	4.46
	Bales Avenue	101	23/10/2019	4.00	94.08
2	Bandys Road	204	4/08/2021	1.40	2.22
6	Barrys Road	112	14/12/2021	3.00	4.83
4	Barrys Scenic Drive	113	29/11/2022	5.00	8.05
7	Belaley Road	114	18/01/2023	6.00	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	9/12/2022	5.00	7.92
3	Booligal Road	119	16/12/2022	1.00	36.43
4	Boorga Road	120	5/04/2023	22.00	15.39
7	Bretags Road	122	4/04/2023	4.00	15.04
7	Brewer Road	123	25/06/2022	3.00	5.81
6	Bunda North Road	125	1/08/2022	3.50	6.60
2	Bunda Road	126	30/06/2022	9.50	13.04
6	Burchers Road	127	5/09/2022	2.00	7.69
7	Burgess Lane	128	22/07/2020	3.00	2.71
3	Cameron Road	130	5/04/2023	12.40	15.51
7	Campbell Lane	240	2/09/2021	0.80	7.08
6	Cannards Road	133	3/11/2021	2.30	20.39
6	Carnells Road	132	12/12/2022	7.00	7.32
2	Carrathool Road	134	10/05/2021	27.00	43.70
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	6/08/2020	2.00	7.49
7	Coates Lane	137	29/09/2020	1.40	1.85
6	Coombie Road	138	13/09/2021	16.00	40.26
2	Crows Nest Road	139	3/02/2023	1.00	17.60
5	Darts Road	140	30/03/2023	5.00	5.56
6	Dirrung Road	141	22/07/2022	10.00	7.79
6	Dumossa Road	142	8/09/2022	13.00	18.62
6	Eight Mile Tank Road	143	12/01/2023	14.50	5.74
6	Euratha Road	146	25/08/2021	15.80	9.66
7	Five Oaks Road	147	22/08/2022	12.50	12.29
6	Flanagans Lane	148	30/09/2022	5.00	5.18
2	Foys Road	149	17/08/2021	2.00	3.24

7	Gandys Road	150	3/06/2021	1.30	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	2/12/2022	4.00	12.75
6	Goorawin Road	155	19/02/2021	8.00	10.22
5	Greenhills Road	156	10/11/2022	16.50	18.66
6	Grieves Road	157	18/02/2022	22.30	5.67
2	Gullifers Road	158	2/02/2022	2.30	23.99
7	Gunbar Road	159	14/12/2022	5.50	34.62
7	Halcyon Park Road	160	9/03/2022	3.00	3.28
6	Heaths Road	161	24/08/2022	2.00	6.14
5	Higgins Lane	162	22/01/2021	16.60	8.02
6	Hillmans Lane	163	16/02/2022	5.50	5.23
6	Holdens Road	164	26/07/2022	4.60	9.51
6	Huxleys Road	165	14/09/2022	5.50	8.55
2	Ilkadoon Road	166	30/10/2022	5.50	11.66
6	Jardines Road	167	15/02/2022	5.00	24.08
6	Jennings Road	168	20/09/2022	9.50	8.33
6	Johnstons Road	169	4/01/2023	4.00	11.30
5	Jones Road	170	6/12/2022	1.00	12.99
6	Killara Road	171	27/02/2023	2.50	2.30
6	Kites Road	172	15/12/2022	5.50	5.48
2	Lachlan River Road	173	2/05/2022	0.80	39.09
2	Langtree Road	174	1/08/2022	18.40	12.14
2	Lowlands Road	175	3/03/2023	10.70	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	17/02/2023	7.00	12.16
7	McGills Road	181	8/11/2022	1.00	4.25
7	McKays Road	182	3/08/2022	6.50	6.25
	McKenzies Lane	183	8/06/2021	1.00	7.42
2	McKinley Road	184	12/12/2022	27.50	61.39
2	McMasters Road	185	5/12/2022	1.00	16.19
7	McRaes Road	186	24/01/2018	4.00	2.42
2	Melbergen Road	187	7/12/2022	13.20	43.95
	Mena Road	266	20/03/2012	1.00	0.87
6	Merri Road	152	24/08/2022	2.00	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	10/02/2023	10.00	19.07
2	Merungle Road	192	14/02/2023	1.50	65.47
7	Mitchell Track	189	23/11/2017	4.50	8.30
2	Mitchells Road	193	15/12/2022	12.80	34.22
6	Monia Gap Road	202	30/06/2022	1.00	6.11
7	Moores Road	195	19/08/2019	1.00	4.55
2	Motts Road	196	26/07/2022	4.00	4.20
4	Mount Bingar Road	197	20/12/2022	6.00	4.20
3	Mount Daylight Road	198	24/06/2022	37.00	8.77
5	Mount Grace Road	145	4/10/2022	2.00	32.92
7	Muirheads Road	199	4/02/2021	4.00	2.13
4	Munros Road	200	2/03/2022	7.00	13.42
	Murrumbidgee River Road	201	4/02/2023	2.50	73.97



6	Nancarrow's 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	25/07/2019	9.50	9.72
2	Parkers Road	210	25/01/2022	4.50	13.81
3	Parrs Road	211	15/06/2022	17.70	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	2/09/2022	15.50	10.66
3	Pinteebakana Road	216	12/01/2023	18.00	25.31
6	Pleasant Valley Road	217	6/12/2022	19.00	14.83
5	Prestage Road	218	22/03/2022	1.00	6.05
7	Pulletop Road	219	24/08/2022	1.50	9.23
7	Ravenshaw Road	220	NIL	0.00	9.44
5	Redbank Road	221	23/06/2022	23.10	23.64
6	Reids Road	222	25/08/2021	8.50	
6	Richards Road	223	6/10/2021	8.00	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	18/08/2022	16.50	50.78
6	Ryans Road	226	2/02/2023	3.00	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	19/01/2022	4.70	4.16
	Simpkins Lane	231	17/03/2020	2.00	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	22/08/2018	7.00	1.42
7	Stewarts Lane	235	30/06/2022	9.80	13.29
6	Streets Road	236	20/09/2021	8.90	6.23
6	Swansons Road	237	6/07/2022	3.30	3.44
5	Taylor's Road	238	26/07/2022	5.50	6.10
6	The Bluff Road	239	7/12/2022	3.00	11.95
6	Trida Road	241	30/09/2022	18.30	34.42
6	Tyson's Road	243	22/02/2022	2.00	2.60
7	Vaggs Road	244	30/07/2019	7.70	7.71
6	Vearings Road	245	21/08/2020	13.00	13.21
6	Wakefield Road	246	25/02/2023	10.00	6.48
2	Wallanthery Road	247	22/02/2023	8.00	27.80
7	Wandella Road	248	NIL	0.00	4.53
7	Wantwood Road	249	7/07/2022	4.50	3.76
6	Warburtons Lane	230	8/07/2022	11.00	3.83
6	Watkins Road	250	1/03/2023	6.50	15.36
7	Watsons Road	251	14/01/2021	15.00	11.83
6	Weavers Road	252	19/07/2022	10.00	10.00
6	Wee Elwah Road	253	7/02/2022	15.50	23.26
6	Wells Road	254	6/07/2022	17.00	17.97
7	West's Road	255	13/09/2021	9.00	6.50
4	Whealbah Road	256	15/03/2023	16.50	85.32
6	Whitton Stock Route Road	257	12/01/2023	19.10	50.24
7	Wild Horse Tank Road	258	3/09/2021	9.50	9.06

7	Wild Horse Tank Road	258	3/09/2021	9.50	9.06
6	Wiltshires Road	259	10/02/2022	2.00	12.68
5	Wollarma Road	260	24/08/2022	2.00	33.79
7	Wongalea Road	261	11/07/2022	4.50	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	
<b>Road Hierarchy</b>		
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	



Rankins Springs Billings Road Dam Rehabilitation



Goolgowi Sewerage Ponds Rehabilitation

**10.7 Western Division Road Closures**

RDS:PRCNC

Author: Director Infrastructure Services

Purpose: To provide Council with a project status update and request approval from Council for the Department of Planning and Environment to proceed with the closures and all associated advertisement and legal works.

Attachment: Letter from Department of Planning and Environment dated 14 April 2023. (Id:358803)

**Background**

In April 2020, Council gave general consent to the Western Division Road (WDR) closures. This was part of the Legal Road Network (LRN) Project to correct road reserve boundaries to ensure maintained road networks were located within accurate legal boundaries.

This project has been ongoing for several years and additional segments of roads needing boundary adjustments have been recently sent to Council. Included in the letter from the Department of Planning and Environment with a request to proceed with the identified closure and approval to publish a notice of closure in the Government Gazette.

**Issues**

Council seeks approval to close the relevant sections of Merri Road and re-establish correct road reserve boundaries.

**Financial implications**

All costs associated with this project (including advertisement, legal, surveyor etc.) are borne by the NSW Government.

**Statutory implications (Governance including Legal)**

In accordance with Division 3 of Part 4 of *Roads Act 1993*.

**Policy implications**

Nil

**Risk implications**

Nil

**Community Strategic Plan**

Goal 2 – Accessible and Connected.

**Recommendation:**

**That Council:**

1. **note the status of the Legal Road Network Project being conducted by the Department of Planning and Environment.**
2. **give authority to the Department of Planning and Environment to proceed with the Western Division Road closures within Carrathool Shire Council under Division 3 of Part 4 of Roads Act 1993.**
3. **agree to the relevant sections of Merri Road and re-establish correct road reserve boundaries.**
4. **give authority to the Department of Planning and Environment to publish a notice in the Government Gazette on behalf of Council.**

Department of Planning and Environment



Our Ref: 08/2056; DOC23/075204

General Manager  
 Carrathool Shire Council  
 PO Box 12  
 GOOLGOWI NSW 2652

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

Dear Sir/Madam,

**REQUEST FOR COUNCIL AUTHORITY TO PROCEED  
 COUNCIL DECISION OF CLOSURE AND  
 APPROVAL TO PUBLISH CLOSURE NOTICE  
 PROPOSED CLOSURE OF WDRs AS PUBLIC ROAD  
 FOLLOWING REDEFINITION IN NEW SURVEY PLAN**

I refer to Council’s general consent dated 28 April 2020 to the proposed Western Division Road (WDR) closures within the Shire resulting from this Department’s Legal Road Network (LRN) Project which is seeking to establish a more accurate survey definition of the road casement to reflect the current actual location of the road on the ground.

A recent Departmental process review has concluded that for the Department to action any further WDR closures, the Department is required to obtain from Council:

- specific authority to proceed with the WDR closures under Division 3 of Part 4 of the *Roads Act 1993* on behalf of Council;
- Council’s decision to close the specific WDRs; and
- specific approval to publish a notice of closure in the Government Gazette on behalf of Council.

The LRN Project has redefined the following remaining WDRs. A notice of proposal to close the WDRs was previously published in *The Hillston Spectator* newspaper listing the WDRs to be closed and the new survey plan redefinition (copy enclosed). No submissions have been received.

WDR No.	WDR Survey Plan No.	WDR Name	New Survey Plan
106	DP97106	Merri Rd	DP1189383

Could Council please provide written authority for the Department to:

- proceed with the closure of the specific WDRs as listed above on behalf of Council;
- publish a notice of closure in the Government Gazette on behalf of Council; and
- a copy of Council’s decision to close the specific WDRs as listed above.

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Crown Lands - Far West Area  
 NSW Department of Planning and Environment  
 PO Box 2185, Dangar NSW 2309  
 Tel: 1300 886 235 - www.crownland.nsw.gov.au - ABN: 20 770 707 468

The Department appreciates Council priority attention to this matter.

If you have any questions regarding this correspondence, please contact Bruce Flood on telephone (02) 6883 5435 or email: [bruce.flood@crowmland.nsw.gov.au](mailto:bruce.flood@crowmland.nsw.gov.au).

Yours faithfully



Fiona Sissian  
**Group Leader – Property Management**  
**West Region | Far West Area**  
Email: [cl.western.region@crowmland.nsw.gov.au](mailto:cl.western.region@crowmland.nsw.gov.au)

14 April 2023

**10.8 Plant Report**

PES:MTN:PR

Author: Manager Fleet & Town Services

Purpose: Plant Report as per 2 May 2023

**Background**

PLANT NO	HOURS KMS	TYPE	DETAILS
3528	4,090 hrs	Cat Grader	4,000 hr Service. Replace all blades slides. Adjust blade lift arms with shim removal.
2076	750 hrs	Hino Street Sweeper	Replace rear engine coolant header tank. Small crack found in base of tank.
2592	4 yrs old	Triaxle Trailer	Replace left hand rear disc brake assembly.
3524	9,126 hours	John Deere Grader	Replace blade tilt solenoid.
7164	3,400 hours	9 KVA Generator	Replace fuel shut off capacitor. Replace starter motor.
2582	10 yrs old	Triaxle Trailer	Replace wheel bearings in tagalong trailer hubs. Replace brake shoes and drums.
2064	151,457 kms 8 yrs old	Hino Tipper Truck	Replace drivers seat. Replace battery isolation switch.
2077	504,720 kms	Kenworth Truck	Replace gearbox clutch actuator

**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 2 May 2023.**

**10.9 Plant Replacement**

PES:AD:CRRPD

Author: Manager Fleet & Town Services

Purpose: Plant Replacement Report for April 2023

**Background**

The following vehicles were replaced during April as per the adopted replacement schedule for 2022/2023.

**Plant No. 1879 Isuzu MU-X 4x4 Wagon (42,000km) – Manager Building & Regulatory Services**  
Budget \$10,095.72 under 2022/23 budget estimates.

		<b>Amount \$ (excl GST)</b>
<b>Successful Supply</b>		
Leo Franco Motors	Isuzu MU-X 4x4 Wagon	49,181.55
<b>Successful Purchase</b>		
Blacklocks Motors	587 Wagga Road, Lavington NSW	50,277.27
<b>Changeover cost (after GST adjustment)</b>		<b>(1,095.72)</b>

**Issues**

Nil

**Financial implications**

Nil

**Statutory implications (Governance including Legal)**

Nil

**Policy implications**

Nil

**Risk implications**

Nil

**Community Strategic Plan**

Nil

**Recommendation:**

**That Council note the Plant Replacement report for April 2023.**



**10.10 Development Applications – May 2023**

GOV:MTG:CR

Author: Manager Building & Regulatory Services

Purpose: Development Applications & Determinations – April2023

**Background**

Lodgements

Type/No.	Name	Address	Development
DA2023/025	Ian & Michelle Langridge	84 Bradys Road Goolgowi NSW 2652	Machinery Shed
DA2023/026	Matica Agriculture Pty Ltd	3159 Erigolia Road Erigolia NSW 2669	Machinery Shed and Open Hay Shed
DA2023/027	Gillian and Robert Gordon	9 Stipa Street Goolgowi NSW 2652	Manufactured Dwelling and Demolish Existing Building
DA2023/028	Carrathool Shire Council	Oxley Avenue Hillston NSW 2675	Steel Structure
DA2023/029	Kyrie Farms Pty Ltd	3373 Erigolia Road Erigolia NSW 2669	Machinery Shed
<b>Total Estimated Value of Works</b>			<b>\$956,075.00</b>

Determination: Approved

Type/No.	Name	Address	Development	Processing Time
DA2023/023	VOAG 1 Pty Ltd	300 Ranch Road Tabbita NSW 2652	Rural Workers Dwelling	31
DA2023/024	Jeremy & Carly Horne	4-28 Collins Street Hillston NSW 2675	4 x Flat Bottom Silos	32
DA2023/026	Matica Agriculture Pty Ltd	3159 Erigolia Road Erigolia NSW 2669	Machinery Shed and Open Hay Shed	13
DA2023/029	Kyrie Farms Pty Ltd	3373 Erigolia Road Erigolia NSW 2669	Machinery Shed	1

**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 April 2023 be noted.**

**10.11 Conflict of Interest Policy for Council Related Development – Draft**

CM:POL:CWP:DCWP

Author: Manager Building and Regulatory Services

Purpose: To inform Council of a draft policy for consideration and public exhibition

Attachment: Draft Conflicts of Interest Policy for Council Related Development

**Background**

New South Wales Department of Planning and Environment (DPE) issued an email to all Councils in September 2022 in response to recommendations made by the NSW Ombudsman advising of changes made to the Environmental Planning and Assessment Regulations to strengthen transparency and accountability in the planning system. Part of these requirements is that Council must adopt a policy that specifies how conflicts of interest in connection with Council-related development applications will be handled.

**Issues**

Council-related development applications are applications (for which Council is the consent authority) that are:

- a) made by or on behalf of the Council, or
- b) for development on land, other than a public road within the meaning of the *Local Government Act 1993*.
  - i. of which Council is the owner, a lessee or a licensee, or
  - ii. otherwise vested in or under the control of the Council.

Section 30B of the Regulation states that a Council-related development application must be accompanied by either:

- a) a statement specifying how the local Council will manage conflicts of interest that may arise in connection with the application because the Council is the consent authority (a management strategy) or
- b) a statement that the Council has no management strategy for the application.

A Council-related development application cannot be determined unless:

- a) the Council has adopted a conflict of interest policy and
- b) the Council considers the policy in determining the application.

A conflict of interest policy means a policy that:

- a) specifies how a Council will manage conflicts of interest that may arise in connections with Council-related development applications because the Council is the consent authority, and
- b) complies with the *Council-related Development Application Conflict of Interest Guidelines* published by the Department of Planning and available on the NSW Planning Portal as in force from time to time.

The draft policy has been prepared to comply with the guidelines.

**Financial implications**

There may be ongoing financial implications for Council with regard to outsourcing Development Applications that cannot be assessed by Council staff.

**Statutory implications (Governance including Legal)**

This policy has been developed to ensure that Council meets its statutory requirements in relation to the potential for conflicts of interest.

**Policy implications**

Nil

**Risk implications**

Nil

**Community Strategic Plan**

Nil

**Recommendation:**

1. that Council endorse the Draft Conflicts of Interest Policy for Council-Related Development and place on public exhibition for a period of 28 days from 16 May 2023, and
2. should there be comments (submissions) received from the community on the draft Conflicts of Interest Policy for Council-Related Development, a report be prepared and presented to Council.
3. should there be no comment (submissions) from the community then Council formally adopt the Conflict of Interest Policy for Council-Related Development.

ATTACHMENT

Doc-Id: ¶



Council Policy ¶

Conflicts-Of-Interest-Policy-For-Council-Related-Development ¶

Application¶	Developers and Planning Staff¶	¶
Responsible Officer¶	Building and Regulatory Services Manager¶	¶
File No¶	CM:POL:CWP¶	¶
Authorised by¶	Council¶	¶
Effective Date¶	¶	¶
Distribution¶	Internet-/Intranet-/Public-Exhibition¶	¶

¶

**Purpose¶**

The purpose of this policy is to manage potential conflicts of interest and increase transparency at all stages of the development process for Council-related development. ¶

¶

**Legislative requirements¶**

The following requirements to address conflicts of interest in council related development, pursuant to the *Environmental Planning and Assessment Regulation 2021*; ¶

- Councils must adopt and have a policy that specifies how conflicts of interest in connection with council-related development applications will be handled (Section 66A). ¶
- Council-related development applications must now be accompanied by either a management strategy statement, which explains how the council will manage potential conflicts of interest, or a statement that the council has no management strategy for the application (Section 30B). ¶
- Councils must record conflicts of interest in connection with each council-related development application, and the measures taken to manage conflicts, in their existing DA register (Section 240). ¶
- Council-related development applications must be exhibited for a minimum of 28 days to ensure transparency during the assessment process (*Environmental Planning and Assessment Act 1979*, Schedule 1, clause 9B). ¶

¶

**Scope¶**

This policy applies to council-related development. ¶

¶

**Definitions¶**

1)→ In this policy: ¶

**application** means an application for consent under Part 4 of the Act to carry out development and includes an application for a complying development certificate and an application to modify a development consent ¶

¶

**council** means the Carrathool Shire Council ¶

¶

**council-related development** means development for which the Council is the applicant-developer (whether lodged by or on behalf of council), landowner, or has a commercial interest in the land the subject of the application, where it will also be the regulator or consent authority **development process** means application, assessment, determination, and enforcement **the Act** means the *Environmental Planning and Assessment Act 1979* ¶

¶

**development process** means application, assessment, determination, and enforcement ¶

¶

**the Act** means the *Environmental Planning and Assessment Act 1979*. ¶

¶

2)→ A word or expression used in this policy has the same meaning as it has in the Act, and

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



**Council Policy**

any instruments made under the Act, unless it is otherwise defined in this policy.

3) Notes included in this policy do not form part of the policy.

**Policy statements**

**Process for identifying and managing potential conflicts of interest**

**MANAGEMENT CONTROLS AND STRATEGIES**

**Council as applicant**

1) The following applications submitted by/on behalf of Council are to be assessed externally and referred to the Western Regional Planning Panel for determination:

(a) Applications with a development cost over \$5 million.

2) The following applications submitted by/on behalf of Council are to be assessed externally and referred to the Council for determination:

(a) Applications with a development cost over \$2 million.

Note:

*Where the application is for the alteration, extension and/or upgrade of existing facilities a decision with regard to the external assessment and determination of the proposal will be made following advertising/notification.*

*Where there are no or few submissions or where it is determined there is limited public interest and the issues raised are minor or may be adequately addressed via amendments or conditions the application may be assessed internally and under delegation.*

(b) Applications which fall outside staff delegations.

Note:

*Where the application is for the alteration, extension and/or upgrade of existing facilities a decision with regard to the external assessment of the proposal will be made following advertising/notification.*

*Where there are no or few submissions or where it is determined there is limited public interest and the issues raised are minor or may be adequately addressed via amendments or conditions the application may be assessed internally.*

(c) Applications that are considered likely to be subject of significant community interest and/or have significant impacts (e.g. permanent markets, late opening uses etc.).

**Where Council is land owner and is not the applicant**

1) The following applications where Council is the land owner and is not the applicant are to be assessed externally and referred to the Western Regional Planning Panel for determination:



## Council Policy ¶

¶  
 ¶ (a) Applications with a development cost over \$5 million. ¶

¶ 2) The following applications where Council is the land owner and is not the applicant are to be assessed externally and referred to the Council for determination. ¶

¶ (a) Applications with a development cost over \$2 million. ¶

¶ (b) Applications where Council is likely to gain a significant financial return, above that expected from carrying out its normal business. ¶

### Other applications ¶

Other circumstances may arise from time to time where a conflict of interest, or perceived conflict of interest, may occur (e.g. where council has recently sold land, is in the process of purchasing land or owns adjacent land (excluding roads). In such circumstances the General Manager will determine how the application is to be assessed having regard to the above criteria. ¶

### No Management Controls ¶

The management strategy for the following kinds of development is that no management controls need to be applied: ¶

- (a) commercial fit-outs and minor changes to the building façade ¶
- (b) internal alterations or additions to buildings that are not a heritage item ¶
- (c) advertising signage ¶
- (d) minor building structures projecting from a building façade over public land (such as awnings, verandahs, bay windows, flagpoles, pipes, and services) ¶
- (e) development where the council might receive a small fee for the use of their land ¶
- (f) where other State bodies are the consent authority for council-related development. ¶

### **IDENTIFYING WHETHER A POTENTIAL CONFLICT OF INTEREST EXISTS, ASSESSMENT OF LEVEL OF RISK AND DETERMINATION OF APPROPRIATE MANAGEMENT CONTROLS** ¶

Development applications lodged with the council that are council-related development are to be referred to the general manager (or a delegate) for a conflict of interest risk assessment. ¶

¶ The general manager is to: ¶

- (a) assess whether the application is one in which a potential conflict of interest exists, ¶
- (b) identify the phase(s) of the development process at which the identified conflict of interest arises, ¶
- (c) assess the level of risk involved at each phase of the development process, ¶
- (d) determine what (if any) management controls should be implemented to address the identified conflict of interest (in each phase of the development process if necessary) having regard to any controls and strategies outlined in the policy and the outcomes of the general manager's assessment of the level of risk involved as set out above (Note: The general manager could determine that no management controls are necessary in the circumstances), ¶
- (e) document the proposed management approach for the proposal in a statement that is published on the NSW Planning Portal. ¶

**Council Policy**



**Reference**

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

- *Environmental Planning & Assessment Act 1979*
- *Environmental Planning & Assessment Regulation 2021*
- *Carrathool Shire Council Local Environmental Plan 2012*

**Revision Table**

Minute /Date	Amendment Summary (Reason or Reference)
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**Associated Documents**

Nil

**Review**

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

**10.12 Finance Report – Statement of Bank Balances – April 2023**

FM:FR

Author: Director Corporate &amp; Community Services

Purpose: Statement of Bank Balances – April 2023

**Background**

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

<b>Statement of Bank Balances as at 30 April 2023</b>				
<b>CASHBOOK SUMMARY</b>				<b>Data for April 2023</b>
<b>Balance As at 1/04/2023 (Consolidated Funds)</b>				<b>\$177,004.52</b>
		<b>Add For April 2023</b>	<b>Total for 01/07/2022 to 30/06/2023</b>	
Rates/Water/Debtor Receipts	\$6,585,323.03	\$714,519.74	\$7,299,842.77	
Investments Recalled	\$9,852,540.68	\$2,415,561.58	\$12,268,102.26	
RMS - RMCC, Block, Repair	\$2,860,931.45	\$97,199.48	\$2,958,130.93	
RMS - Bridge	\$0.00	\$0.00	\$0.00	
RMS - Flood Damage	\$2,966,864.41	\$0.00	\$2,966,864.41	
RMS - Regional Roads	\$0.00	\$0.00	\$0.00	
Grant - Roads to Recovery Program	\$770,836.00	\$0.00	\$770,836.00	
FAG - General & Local Roads	\$1,487,061.00	\$0.00	\$1,487,061.00	
All Other Misc Grant Payments	\$6,244,383.34	\$41,002.70	\$6,285,386.04	
Planning Receipts	\$416,422.00	\$7,262.00	\$423,684.00	
Plant / Property Trade-Ins & Sales	\$908,094.02	\$55,305.00	\$963,399.02	
Other Receipts	\$2,797,142.75	\$243,514.49	\$3,040,657.24	
<b>Sub Total Receipts</b>	<b>\$34,889,598.68</b>	<b>\$3,574,364.99</b>	<b>\$38,463,963.67</b>	<b>\$3,574,364.99</b>
		<b>Add For April 2023</b>	<b>Total for 01/07/2022 to 30/06/2023</b>	
<b>LESS PAYMENTS</b>				
Wages (Net of PAYG & Other Deductions)	(\$4,429,074.82)	(\$483,431.09)	(\$4,912,505.91)	
Plant Acquisitions	(\$927,089.50)	\$0.00	(\$927,089.50)	
Invested	(\$15,163,176.32)	(\$500,000.00)	(\$15,663,176.32)	
Other Creditors Payments	(\$14,352,185.54)	(\$2,575,327.08)	(\$16,927,512.62)	
<b>Sub Total Payments</b>	<b>(\$34,871,526.18)</b>	<b>(\$3,558,758.17)</b>	<b>(\$38,430,284.35)</b>	<b>(\$3,558,758.17)</b>
<b>Cashbook Balance 31/03/2023</b>				<b>\$192,611.34</b>
<b>BANK STATEMENTS</b>				
<b>Opening Balance 01/04/2023 (CSC's CBA Main Transaction Account)</b>				<b>\$194,147.72</b>
Less Bank Payments				<b>(\$3,400,245.22)</b>
Plus Bank Receipts				<b>\$3,411,898.57</b>
<b>Total As Per Bank Statements</b>				<b>\$205,801.07</b>
Plus Unpresented Deposits				<b>\$755.40</b>
Less Unpresented Cheques				<b>(\$13,945.13)</b>
<b>Reconciliation Cash Book Balance to Bank Statements 30/04/2023</b>				<b>\$192,611.34</b>



**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 April 2023 and confirm payment of accounts as summarised in the reconciliation statement totalling \$3,558,758.17**

**10.13 Finance Report – Investments Schedule – April 2023**

FM:FR

Author: Director Corporate & Community Services

Purpose: Schedule of Investments – April 2023

**Background**

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

CARRATHOOL SHIRE COUNCIL INVESTMENTS - 30 APRIL 2023								
Last Month @ 31/03/23	Financial Institution	Date Raised	Interest Rate	Duration (Days)	Maturity Date	Current Month @ 30/04/23	Change	
\$521,181.39	CBA	12-Apr-23	4.21%	91 Days	12-Jul-23	\$526,599.39	\$5,418.00	
\$546,909.26	CBA	28-Mar-23	4.28%	90 Days	26-Jun-23	\$546,909.26	\$0.00	
\$512,801.93	CBA	17-Jan-23	4.17%	120 Days	17-May-23	\$512,801.93	\$0.00	
\$512,048.95	CBA	15-Mar-23	4.24%	92 Days	15-Jun-23	\$512,048.95	\$0.00	
\$520,907.42	CBA	27-Feb-23	4.53%	150 Days	27-Jul-23	\$520,907.42	\$0.00	
\$513,748.19	CBA	20-Feb-23	4.18%	91 Days	22-May-23	\$513,748.19	\$0.00	
\$511,225.44	CBA	27-Feb-23	4.40%	120 Days	27-Jun-23	\$511,225.44	\$0.00	
\$511,751.44	CBA	27-Feb-23	4.25%	91 Days	29-May-23	\$511,751.44	\$0.00	
\$510,458.26	CBA	Recall IBD \$510,458.26 + \$5,103.32						(\$510,458.26)
\$512,028.65	CBA	30-Jan-23	4.24%	91 Days	01-May-23	\$512,028.65	\$0.00	
\$1,000,000.00	CBA	27-Feb-23	4.53%	150 Days	27-Jul-23	\$1,000,000.00	\$0.00	
\$515,369.47	CBA	27-Jan-23	4.24%	122 Days	29-May-23	\$515,369.47	\$0.00	
\$513,689.73	CBA	05-Apr-23	4.22%	91 Days	05-Jul-23	\$518,806.92	\$5,117.19	
\$5,639,775.25	CBA	20-Mar-23	4.27%	91 Days	19-Jun-23	\$5,639,775.25	\$0.00	
\$511,630.59	CBA	26-Apr-23	4.24%	90 Days	25-Jul-23	\$516,745.63	\$5,115.04	
\$559,352.34	CBA	04-Jan-23	4.13%	120 Days	04-May-23	\$559,352.34	\$0.00	
\$510,593.62	CBA	15-Feb-23	4.19%	90 Days	16-May-23	\$510,593.62	\$0.00	
\$500,000.00	CBA	07-Feb-23	4.13%	90 Days	08-May-23	\$500,000.00	\$0.00	
\$511,149.74	CBA	27-Feb-23	3.66%	120 Days	27-Jun-23	\$511,149.74	\$0.00	
\$518,298.63	CBA	07-Mar-23	4.21%	92 Days	07-Jun-23	\$518,298.63	\$0.00	
\$511,144.86	CBA	03-Apr-23	4.30%	122 Days	03-Aug-23	\$516,211.50	\$5,066.64	
\$510,937.19	CBA	01-Feb-23	4.21%	120 Days	01-Jun-23	\$510,937.19	\$0.00	
\$511,292.77	CBA	01-Feb-23	4.30%	152 Days	03-Jul-23	\$511,292.77	\$0.00	
\$506,060.06	CBA	03-Jan-23	4.14%	120 Days	03-May-23	\$506,060.06	\$0.00	
\$514,587.38	Bendigo Bank	07-Apr-23	4.05%	122 Days	07-Aug-23	\$518,662.49	\$4,075.11	
\$96,296.08	Bendigo Bank	03-Apr-23	4.05%	275 Days	03-Jan-24	\$97,046.27	\$750.19	
\$25,379.10	Bendigo Bank	10-Feb-23	2.50%	122 Days	12-Jun-23	\$25,379.10	\$0.00	
\$512,220.16	Westpac	03-Jan-23	3.95%	120 Days	03-May-23	\$512,220.16	\$0.00	
\$500,000.00	Westpac	09-Mar-23	4.19%	92 Days	09-Jun-23	\$500,000.00	\$0.00	
\$1,000,000.00	Westpac	27-Feb-23	4.63%	182 Days	28-Aug-23	\$1,000,000.00	\$0.00	
\$528,605.01	NAB	05-Apr-23	4.35%	121 Days	04-Aug-23	\$532,645.58	\$4,040.57	
\$505,579.83	NAB	05-Apr-23	4.21%	90 Days	04-Jul-23	\$511,864.95	\$6,285.12	
\$500,000.00	NAB	08-Feb-23	4.02%	89 Days	08-May-23	\$500,000.00	\$0.00	
\$500,000.00	NAB	20-Mar-23	4.37%	122 Days	20-Jul-23	\$500,000.00	\$0.00	
\$508,631.61	NAB	19-Apr-23	4.10%	90 Days	18-Jul-23	\$515,426.79	\$6,795.18	
\$500,000.00	NAB	20-Feb-23	4.20%	88 Days	19-May-23	\$500,000.00	\$0.00	
\$513,647.73	NAB	21-Mar-23	4.53%	184 Days	21-Sep-23	\$513,647.73	\$0.00	
\$512,264.47	NAB	11-Apr-23	4.35%	122 Days	11-Aug-23	\$516,180.14	\$3,915.67	
\$1,000,000.00	NAB	27-Feb-23	4.39%	120 Days	27-Jun-23	\$1,000,000.00	\$0.00	
\$512,525.01	NAB	18-Jan-23	4.13%	120 Days	18-May-23	\$512,525.01	\$0.00	
\$523,061.01	NAB	13-Feb-23	4.02%	91 Days	15-May-23	\$523,061.01	\$0.00	
\$507,145.11	NAB	05-Apr-23	4.35%	121 Days	04-Aug-23	\$513,449.69	\$6,304.58	
\$1,545,504.79	IMB	27-Feb-23	4.00%	93 Days	31-May-23	\$1,545,504.79	\$0.00	
\$520,303.18	IMB	14-Apr-23	4.20%	123 Days	15-Aug-23	\$525,381.48	\$5,078.30	
\$0.00	IMB	26-Apr-23	4.45%	152 Days	25-Sep-23	\$500,000.00	\$500,000.00	
\$500,000.00	IMB	30-Jan-23	4.00%	122 Days	01-Jun-23	\$500,000.00	\$0.00	
\$536,119.25	IMB	17-Feb-23	4.10%	116 Days	13-Jun-23	\$536,119.25	\$0.00	
\$510,491.30	IMB	02-Mar-23	3.50%	61 Days	02-May-23	\$510,491.30	\$0.00	
\$509,037.01	IMB	14-Feb-23	4.00%	92 Days	17-May-23	\$509,037.01	\$0.00	
\$504,034.74	IMB	05-Apr-23	4.15%	91 Days	05-Jul-23	\$512,907.82	\$8,873.08	
\$512,676.45	IMB	17-Apr-23	4.10%	91 Days	17-Jul-23	\$519,188.14	\$6,511.69	
\$512,394.66	IMB	29-Mar-23	4.35%	118 Days	25-Jul-23	\$512,394.66	\$0.00	
\$517,138.36	IMB	17-Apr-23	4.20%	122 Days	17-Aug-23	\$522,037.71	\$4,899.35	
\$513,272.64	IMB	30-Nov-22	3.85%	154 Days	03-May-23	\$513,272.64	\$0.00	
<b>\$33,933,270.06</b>						<b>\$34,001,057.51</b>	<b>\$67,787.45</b>	

ON CALL INVESTMENTS							
\$2,358,202.96	CBA	Variable	0.85%	N/A	On Call A/c	\$465,627.99	(\$1,892,574.97)
Movements On Call Funds		CBA					
	01-Apr-23	Interest	\$7,425.03				
	During Month	From On Call	(\$1,900,000.00)				
	During Month	To On Call	\$0.00				
	On Call - Net Change for Month		(\$1,892,574.97)				
\$2,358,202.96						\$465,627.99	(\$1,892,574.97)
\$36,291,473.02						\$34,466,685.50	(\$1,824,787.52)
I certify that the above Investments have been made in accordance with the Local Government Act, the Regulations thereunder and Council's Investment Policy.							
Signed copy held in Council records			Robert Rayner				
			Director Corporate Services				

**Analysis – Opening and Closing Balances:**

INVESTMENT TYPE	OPENING 1/4/23	CLOSING 30/4/23	VARIATION APR
IBDs	33,933,270.06	34,001,057.51	67,787.45
On Call Funds	2,358,202.96	465,627.99	(1,892,574.97)
<b>TOTAL</b>	<b>36,291,473.02</b>	<b>34,466,685.50</b>	<b>(1,824,787.52)</b>

**Analysis – Change During Month:**

	VARIATION – APRIL 2023
ADD – Interest Incorporated in IBDs Rolled Over	78,245.71
ADD – New IBDs	500,000.00
LESS – IBDs recalled	(510,458.26)
ADD – Interest from On Call Funds	7,425.03
LESS – On Call Funds recalled	(1,900,000.00)
ADD – Funds applied to On Call Funds	0.00
<b>TOTAL VARIATION</b>	<b>(1,824,787.52)</b>

**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 06/2023) \$25,379.10

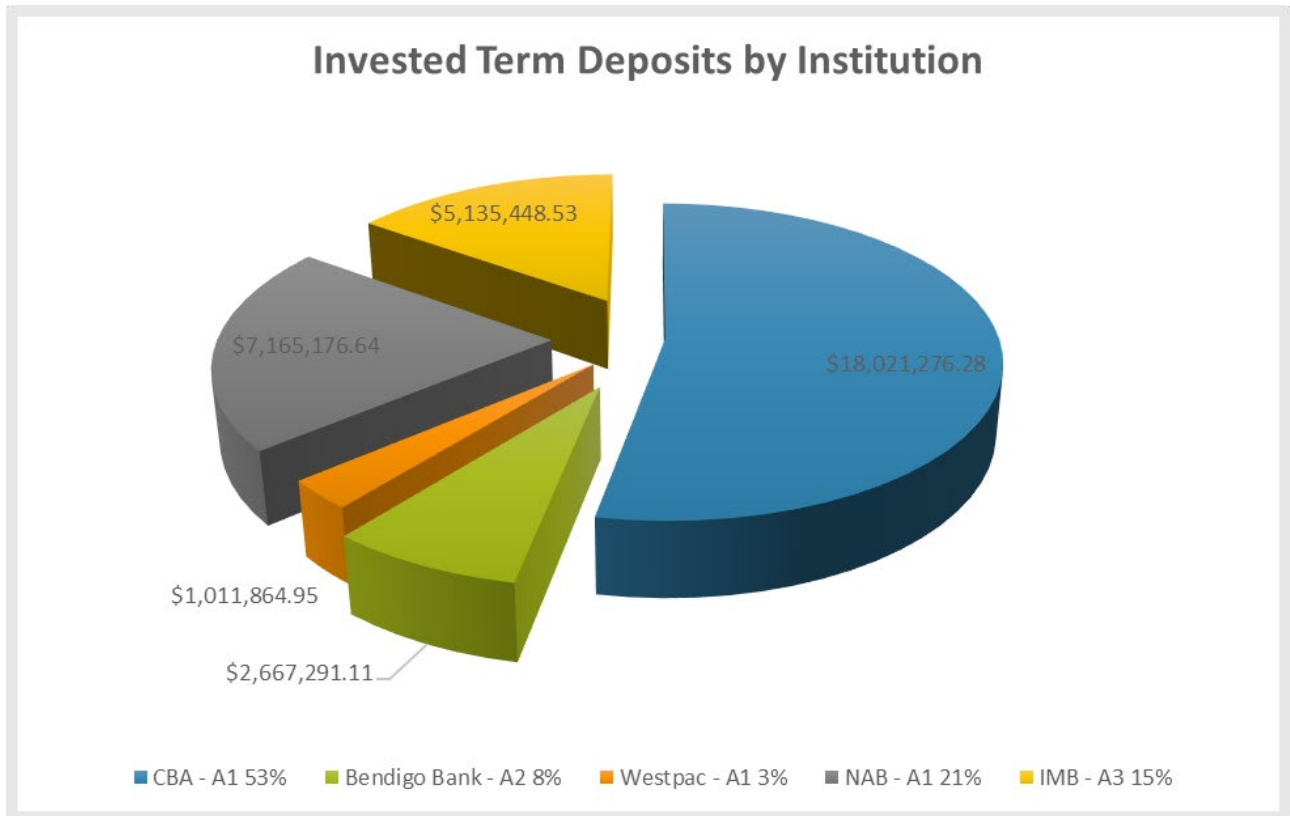
**Compliance with Policy Limits:**

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:

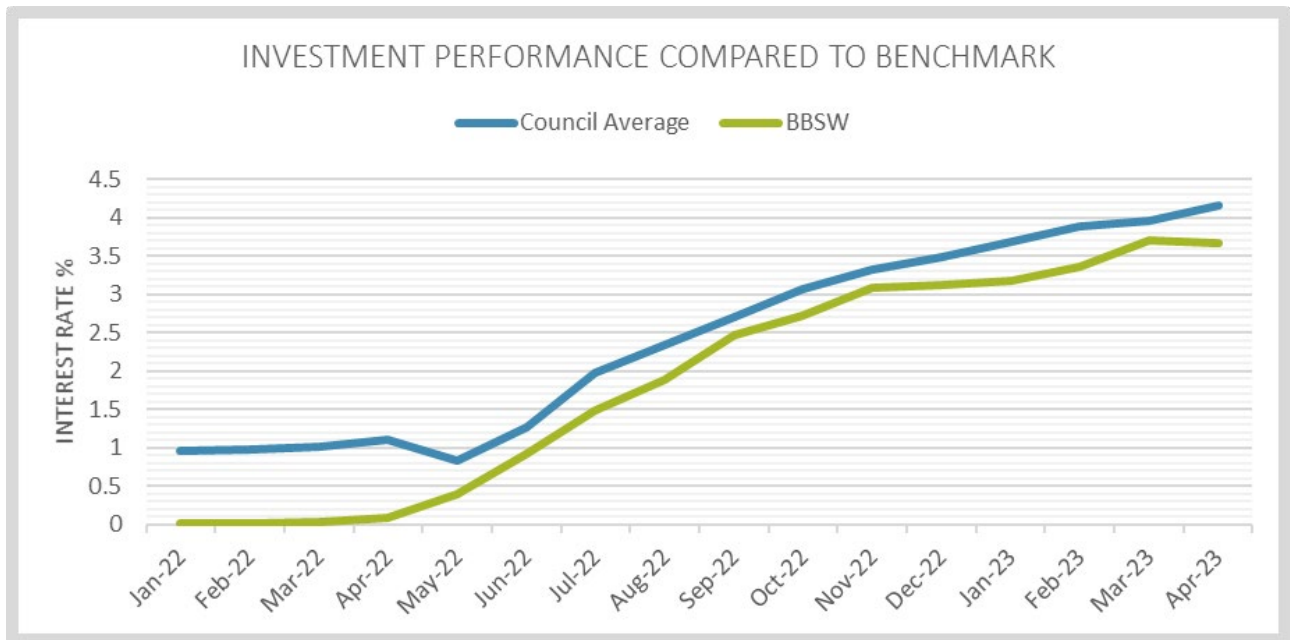
S&P Long Term Credit Rating*	S&P Short Term Credit Rating*	Portfolio Maximum
AAA Category	A1 +	50%
AA Category or Major Bank** (see note below)	A1	50%
A Category	A2	30%
BBB Category	A3	30%
NSW Treasury Corp Hour Glass Facility	Unrated	30%
Unrated Authorised Deposit Taking Institution	Unrated	10%

\*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.\*



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 and 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 April 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.**

**10.14 Pecuniary Interest Returns and Related Party Disclosures**

GOV:COU:PEC

Author: Director Corporate & Community Services

Purpose: To advise Councillors and designated staff of the requirement to complete returns prior to the July 2023 meeting of Council

Separately Circulated: [Copies – Pecuniary Interest Return and Related Party Disclosure forms](#)

**Background**

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

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

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

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

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

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

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

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

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

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

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

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

A copy of the pecuniary interest return and the disclosure form to be completed for the period 1 July 2022 to 30 June 2023, together with copies of previous returns will be provided at the meeting.

**Issues**

Nil

**Financial implications**

Nil

**Statutory implications (Governance including Legal)**

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

**Policy implications**

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

**Risk implications**

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

**Community Strategic Plan**

Goal 5 – Civic Leadership and Governance  
Objective 5.1 – Implement strategies to ensure that Council is well-governed  
5.1.1 – Develop and implement frameworks and policies to ensure that outcomes are transparent, consistent and ethical

**Recommendation:**

**That Councillors:**

1. receive the information provided and complete the pecuniary interest returns in accordance with Section 449 of the *Local Government Act 1993*.
2. complete the Related Party Disclosures and return to Council by 25 July 2023.

**10.15 Carrathool Water Supply Update**

WS:FCW

Author: Director Corporate & Community Services

Purpose: To provide an update on the position of the Carrathool Water Supply scheme.

**Background**

At the December 2022 meeting, Council considered a report on the operational and financial status of the Carrathool Water Supply (CWS) scheme and a further report regarding charges for the service was provided to the March 2023 meeting.

The Council requested an audit of the CWS scheme with Council staff undertaking a physical review of all properties within the Carrathool village.

**Issues**

The audit of the CWS identified that there were 43 assessments with water meters. Forty assessments have 20mm meters with the remaining three assessments having 25mm meters. A check of the functionality of the meters was also undertaken with one meter identified as broken.

Six properties were identified as using no water. Of these:

- three properties are turned off
- one property is vacant
- one property is farm land (no house) with no use since July 2021
- Carrathool racecourse has registered no water usage since November 2018.

Council also identified 11 assessments with no water meters. Seven properties were vacant land and were being charged an access fee. One property a house which was vacant, was also being charged an access fee. The other three properties, owned or controlled by Council were identified as issues for the following reasons:

- Council, 23 Wade Street, location of the works depot, Carrathool Hall, park land, the bore and water storage. All these sites are on one assessment and have no water meters but water is being used. A water access fee is being charged.
- State of NSW, 23 Wade Street, part of the park land, with no meter or water access charge.
- State of NSW, Illiliwa Street, vacant land, a public reserve designated for water supply. No water access charge.

Another issue identified is the leased railway land on Wade Street that is the location of the toilets and BBQ area in Carrathool. This area is not metered, and no water access fee is charged.

Council will resolve these issues by metering these sites and adjusting the rating system accordingly.

Council's 2023/24 budget snap shot for CWS supply is as follows:

Income	Operational Expenditure	Operational Result	Capital Expenditure	Depreciation	Cash Result
\$40,908	\$93,219	(\$52,311)	\$39,000	\$14,039	(\$77,272)

Council's forecast fees and charges for CWS in the 2023/24 financial year will be:

Water Access Charges 20 mm \$509.00 and 25 mm \$573.00. Water consumption \$1.17/ KL.

The water usage has been declining over the last three years with next year's consumption predicated to be approximately 11,100 KL.



**Financial implications**

Council would need to dramatically increase access and usage charges to cover operational expenditure including depreciation. This would provide some future funding for capital renewal but the position would still be borderline. The access and usage charges suggested for a break-even position are:

- access charge 20 mm \$1,000
- Access charge 25 mm \$1,560
- Water consumption charges \$3.50/ KL.

These increases may be implemented incrementally over a three year period for non-government ratepayers.

**Statutory implications (Governance including Legal)**

Nil

**Policy implications**

Water & Sewer Subsidy Policy No.36

**Risk implications**

Council may receive some backlash from the community in relation to the increased water charges. Council should undertake community consultation to provide information and to alleviate community concerns.

**Community Strategic Plan**

Goal 4 – Reliable and Relevant Services

Goal 5 – Civic Leadership and Governance

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

**Recommendation:**

**That:**

- 1. properties without metres shall be metred to ensure consumption charges are being generated.**
- 2. Council note the forecast deficit for Carrathool Water Supply in coming years.**

**10.16 Draft Long Term Financial Plan for 2023/24-2032/33**

CM:PL:SCBP

Author: Director Corporate & Community Services

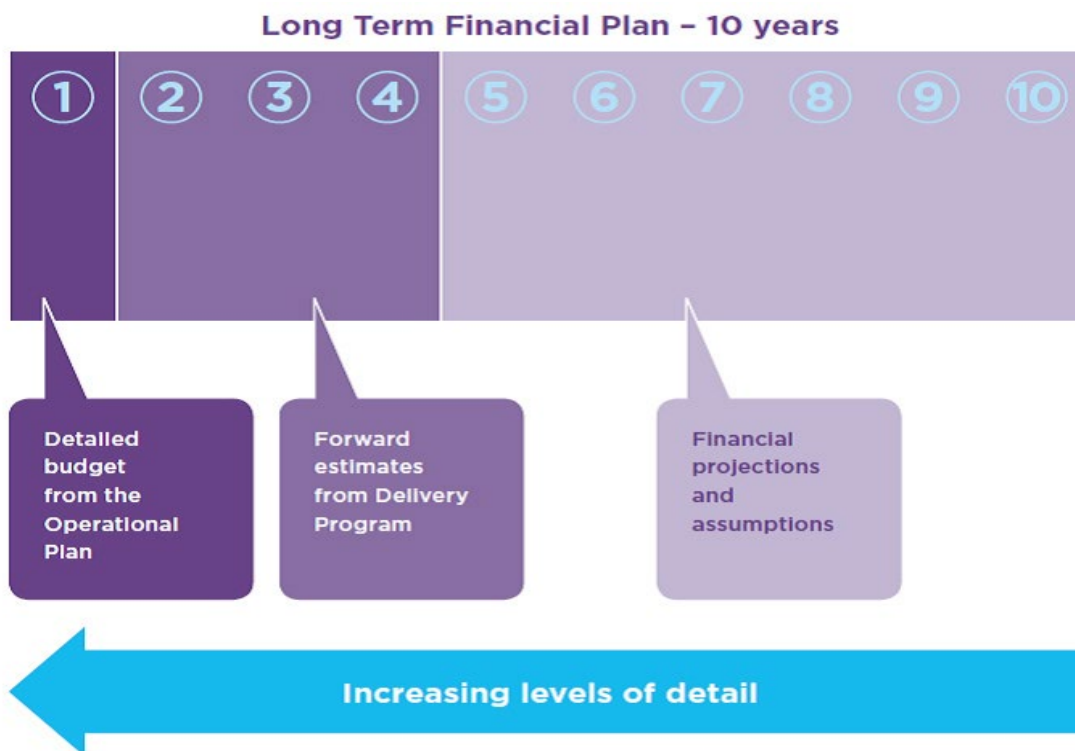
Purpose: Draft Long Term Financial Plan for consideration by Council

Separately Circulated: [Draft Long Term Financial Plan 2023/24-2032-33](#)

**Background**

**Introduction:**

All Councils must develop a Long Term Financial Plan (LTFP) as required under the *Local Government Act 1993 s403*. The LTFP is a minimum 10-year rolling plan that informs decision-making and demonstrates how the objectives of the Community Strategic Plan and commitments of both the Delivery Program and Operational Plan will be resourced and funded. The LTFP provides detailed budgeting information in the short term and financial projections based on informed assumptions over the long term as detailed in the diagram below:



The LTFP must include:

- projected income and expenditure, balance sheet and cash flow statement
- planning assumptions
- sensitivity analysis, highlighting factors and assumptions most likely to impact the LTFP
- financial modelling for different scenarios
- methods of monitoring financial performance
- major capital and operational expenditure implications

The LTFP is designed to be a tool to aid decision-making, priority setting and problem solving. The key underlying assumptions on which the LTFP is based, and the projected income and expenditure, balance sheet and cash flow statement contained in the LTFP must be reviewed at least annually as part of the development of the Operational Plan.

In developing the LTFP, due regard must be given to promoting the financial sustainability of Council. The LTFP should further address the following:

- how Council will survive future financial pressures
- opportunities for future income and economic growth
- whether Council can afford what the community requests
- how Council can achieve outcomes agreed with the community

**Issues**

Nil

**Financial implications**

Financial modelling during Long Term Financial Plan development will help Council to weather unexpected events. It will also provide an opportunity for Council to identify financial issues at an earlier stage and gauge the effect of these issues in the longer term.

**Statutory implications (Governance including Legal)**

*Local Government Act 1993 s403*  
Integrated Planning and Reporting Framework

**Policy implications**

Nil

**Risk implications**

N/A

**Community Strategic Plan**

The Long Term Financial Plan supports all strategic goals within the Community Strategic Plan. It demonstrates how the objectives of the Community Strategic Plan and commitments of the Delivery Program and Operational Plan will be resourced and funded.

**Recommendation:**

**That the draft Long Term Financial Plan 2023/24 – 2032/33 be placed on public exhibition and adopted if no submissions are received.**

**10.17 Third Quarter Budget Review 2022/23**

FM:AUD:REP

Author: Director Corporate &amp; Community Services

Purpose: Review Revenue & Expenditure Projections –3<sup>rd</sup> Quarter of 2022/23Separately Circulated: [Consolidated Budget Review Statement – 3<sup>rd</sup> Quarter 2022/23](#)**Background**

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

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

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

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

The Quarterly Budget Review Statement (QBRS) presents a summary of Council's financial position at the end of the third quarter for the financial year ended 30 June 2023.

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

The QBRS provides a global analysis of actual revenue and expenditure for the 3<sup>rd</sup> quarter of 2022/23 and includes the following summaries:

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

**Budget items not impacting the financial result**

Council was successful in receiving a number of grants program approvals during the 3<sup>rd</sup> quarter. These grant programs will not have an impact on the financial results as the grant income has been offset by an equal expenditure amount for each program.

Grant programs include:

- Places to Play Grant for the Goolgowi Pump Track (\$170,910)
- Female Friendly Community Sport Facilities & Lighting Upgrades Grant for lighting upgrades at Goolgowi Sportsground (\$188,016)
- NSW Floods Advance Payment (\$500,000) with advance payments now totalling \$1m
- Active Transport Program funding for a footpath to Hillston Cemetery (\$242,603)
- Regional & Local Roads Repair Program funding (\$4,759,721)

**Financial Implications****GENERAL FUND – ADJUSTED BOTTOM LINE ANALYSIS**

The adopted Operational Plan for the general fund showed a surplus budget of \$48,719 for 2022/23. At the completion of the 1<sup>st</sup> quarter review, the projected surplus was \$347,605. At the completion of the 2<sup>nd</sup> quarter review, the projected surplus was \$390,909. The net vote variations proposed for the 3<sup>rd</sup> quarter of 2022/23 result in a surplus of \$749,909.

This improved surplus primarily results from increased projected interest income (\$285,000) and private works income (net \$20k) offset primarily by the transfer of engineering administration salaries from the general fund to the water schemes (\$45k).

**WATER – ADJUSTED BOTTOM LINE ANALYSIS**

The adopted Operational Plan for the combined water funds showed a deficit budget of \$495,437 for 2022/23. At the completion of the 1<sup>st</sup> quarter review, the projected deficit was \$659,293. At the completion of the 2<sup>nd</sup> quarter review, the projected deficit was \$659,293. The net vote variations proposed for the 3<sup>rd</sup> quarter of 2022/23 result in a deficit of \$738,199.

Adjustments to both operational and capital expenditure are detailed in the separately circulated document and primarily reflect increases in cost due to the current economic climate.

**SEWER – ADJUSTED BOTTOM LINE ANALYSIS**

The adopted Operational Plan for the combined sewer funds showed a surplus budget of \$14,314 (including telemetry) for 2022/23. At the completion of the 1<sup>st</sup> quarter review, the projected deficit was \$897. The net vote variations proposed for the 2<sup>nd</sup> quarter of 2022/23 result in a slightly increased deficit of \$3,897. No vote variations are proposed for the 3<sup>rd</sup> quarter with the combined scheme result remaining as a small deficit of \$3,897.

**CONTRACTS**

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

Carrathool Shire Council		<b>Quarterly Budget Review Statement</b> for the period 01/01/23 to 31/03/23			
<b>Contracts Budget Review Statement</b>					
Budget review for the quarter ended 31 March 2023					
<b>Part A - Contracts Listing</b> - contracts entered into during the quarter					
Contractor	Contract detail & purpose	Contract Value	Start Date	Budgeted (Y/N)	Notes
Catchment Simulation Solutions	Rankins Springs Flood Study	88,020	7/11/2022	Y	
Notes:					
1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whichever is the lesser.					
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.					
3. Contracts for employment are not required to be included.					

**CONSULTANCY & LEGAL EXPENSES**

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

Carrathool Shire Council		<b>Quarterly Budget Review Statement</b> for the period 01/01/23 to 31/03/23	
<b>Consultancy &amp; Legal Expenses Budget Review Statement</b>			
Consultancy & Legal Expenses Overview			
Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)	
Consultants	NIL	Y	
Legal Fees - Debt Recovery	2,228	Y	
Legal Fees - General	NIL	Y	
<b><u>Definition of a consultant:</u></b>			
A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.			

**CASH & INVESTMENTS HELD AT 31 MARCH 2023**

Funds have been invested in accordance with the *Local Government Act 1993*, the *Local Government General Regulation 2021*, Council’s Investment Policy and Council meeting resolutions.

The Cash at Bank figure has been reconciled to Council’s physical bank statements. The completion date of this bank reconciliation is 31 March 2023.

Cash at Bank (All Funds)	\$177,004.52
<u>Investments (On Call &amp; Term Deposits)</u>	<u>\$36,291,473.02</u>
Cash & Investments – as at 31/3/23	<b><u>\$36,468,477.54</u></b>

**Statutory Implications**

*Local Government Act 1993*

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

QBRS Guidelines, Office of Local Government 2010

**Policy Implications**

Nil

**Risk Implications**

Nil

**Community Strategic Plan**

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 the budget review for the 3<sup>rd</sup> quarter of 2022/23 be received and the vote variations as listed in both the budget review statement and this report be implemented.**

**10.18 Draft Operational Plan for 2023/24**

CM:PL:SCBP

Author: Director Corporate & Community Services

Purpose: Presentation of Draft Operational Plan 2023/24 for consideration by

Council Separately Circulated: [Draft Operational Plan for 2023/24](#)

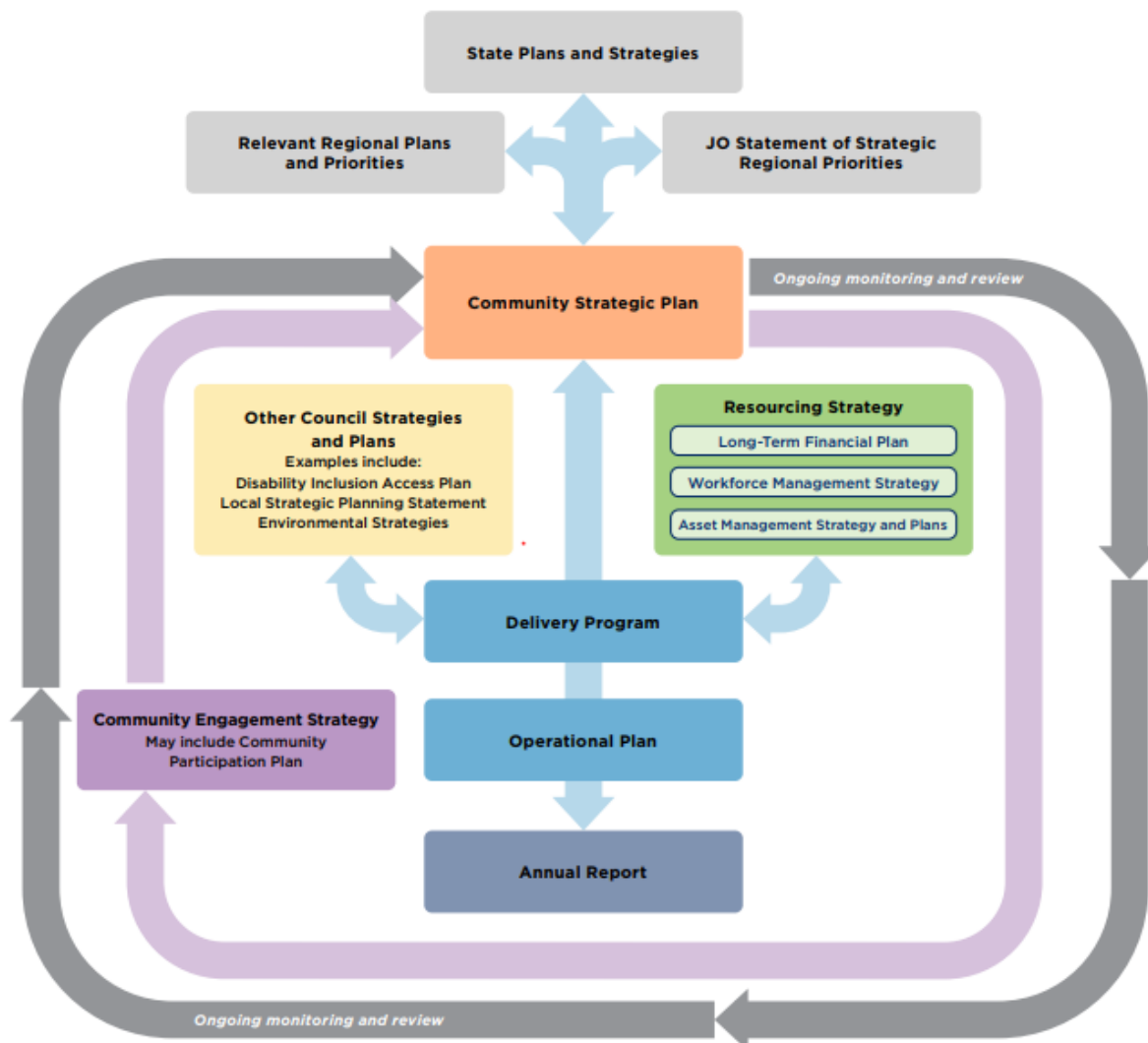
**Background**

**Introduction:**

This Draft Operational Plan 2023/24 supports both the Community Strategic Plan and the Delivery Program and details the individual projects and activities that will be undertaken for 2023/24 to achieve the commitments made in the Delivery Program

**Integrated Planning and Reporting Framework:**

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

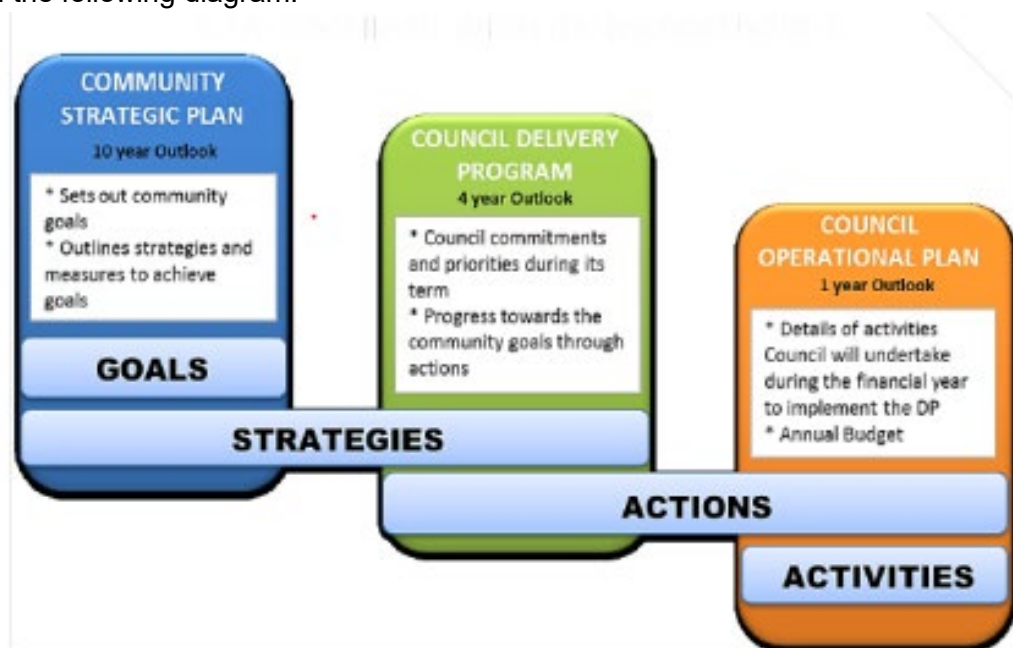




The framework provides for:

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

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



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

**Fees & Charges 2023/24:**

The proposed fees and charges for 2023/24 as reported to the April meeting of Council form part of this Operational Plan and are included as part of the detailed document.

**General Fund – Snap Shot 2023/24:**

The draft Operational Plan for 2022/23 provides for an anticipated surplus (after writing back non-cash items) of \$88,351. This is made up of operational expenditure \$32,942,621 plus capital expenditure \$4,322,557 less non-cash items written back of \$5,430,681 and less total revenue of \$31,922,848.

**Assumptions Used in Development of Draft Revenue & Expenditure Projections:**

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

- 3.5% wage increase
- 3.7% rate pegging increase (1.0% for delivery program projections)
- Interest rate at the maximum allowable percentage of 9% (statutory rate is set in May each year).
- CPI of 5.0%
- Financial Assistance Grants of \$4.5m (general component)
- Financial Assistance Grants of \$2.7m (roads component)
- Roads to Recovery (R2R) grant funding of \$77,349
- Regional Roads Block Grant program funding of \$1.897m
- Superannuation (SGL) at 11% as legislated
- There is no intention to borrow funds for capital works in 2023/24

**General Fund Capital Expenditure Projections – 2023/24:**

The proposed general fund capital projects budget for 2023/24 including the net cost of plant replacement and loan principal repayments totals \$4,322,557. Detailed information on proposed capital projects is located in the capital budget section of the Operational Plan.

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

Details	Proposed Capital Projects 2023/24
Reserve Funds – Plant Replacement	\$200,000
Grants – Roads to Recovery	\$77,349
Grants – Roads Repair Program	\$267,000
Grants – Block Grant	\$750,000
Plant Sales & Trade-ins	\$1,341,700
Funding from CSC General Revenue	\$1,686,508
<b>Total – Capital Expenditure Funding</b>	<b>\$4,322,557</b>

**Water Supply & Sewer Services**

All capital projects in both the water and sewer services are funded from within the respective schemes. Projected 2023/24 cash balances for each scheme are detailed in the table below:

SCHEME	PROJECTED BALANCE 1/7/23 \$	PROJECTED TOTAL INCOME 2023/24 \$	PROJECTED OPERATIONAL EXPENDITURE 2023/24 \$	PROJECTED OPERATIONAL RESULT 2023/24 \$	PROJECTED CAPEX 2023/24 \$	DEPRECIATION WRITEBACK 2023/24 \$	PROJECTED BALANCE 30/6/24 \$
Goolgowi Water	1,349,898	895,021	(887,023)	7,998	(273,176)	377,733	1,462,453
Hillston Water	\$266,275	597,645	(422,545)	175,100	(205,000)	92,215	328,590
Rankins Springs Water	\$905,971	681,905	(844,828)	(162,923)	(178,518)	346,579	911,109
Melbergen Water	\$93,487	229,505	(320,454)	(90,949)	(140,546)	166,434	28,426
Carrathool Water	(487,176)	40,908	(93,219)	(52,311)	(39,000)	14,039	(564,448)
<b>TOTAL WATER</b>	<b>2,128,456</b>	<b>2,444,984</b>	<b>(2,568,069)</b>	<b>(123,085)</b>	<b>(836,240)</b>	<b>997,000</b>	<b>2,166,131</b>
Goolgowi Sewer	448,225	134,946	(85,920)	49,026	(46,361)	27,265	478,155
Hillston Sewer	867,780	560,045	(271,819)	288,226	(218,572)	86,745	1,024,179
Rankins Springs Sullage	(37,419)	14,009	(20,646)	(6,637)	(5,000)	5,921	(43,135)
<b>TOTAL SEWER</b>	<b>1,278,586</b>	<b>709,000</b>	<b>(378,385)</b>	<b>330,615</b>	<b>(269,933)</b>	<b>119,931</b>	<b>1,459,199</b>

**Issues**

Nil

**Financial implications**

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

**Statutory implications (Governance including Legal)**

*Local Government Act 1993*

*Local Government General Regulation 2021*

*Local Government Amendment (Governance & Planning) Act 2016*

Integrated Planning and Reporting Framework

**Policy implications**

Nil

**Risk implications**

N/A

**Community Strategic Plan**

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

**Recommendation:**

**That the draft Operational Plan 2023/24 including the proposed rating structure, draft 2023/24 fees and charges and the detailed annual budget (including capital works) be placed on public exhibition.**

**10.19 Community Development Officer Report – May 2023**

ED:TOUR:TEP

Author: Community Development Officer

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

**Background**

Each month the Community Development Officer provides Council with an update of activity that has taken place since the last Council meeting and future proposals for Council consideration.

**Issues**

**Places to Play Program – Goolgowi Pump Track Project**

The final documentation package has been received. This documentation was supplied as part of Council being a Demonstration Project for the Goolgowi Pump Track. The CDO and Acting Community Development & Project Manager met with Department of Planning & Environment officers to discuss the next steps in the project. A verbal report will be given at the Council meeting.

**Visit Riverina**

The CDO attended the Visit Riverina meeting in West Wyalong at the beginning of April. The RDA Riverina has ceased its contract for administration and social media support to Visit Riverina. These roles will be filled by current member Councils with The Articulate Pear in Griffith taking over the social media contract. The makeup of this group has also been restructured, the board of directors has been removed with each member Council representative now a director. The changes will improve communication and representation as well as improve the social media presence of Visit Riverina.

**Youth Development Officer Network**

The CDO met with other Councils within the Riverina (online) to discuss a Youth Development Officer Network for our region. Currently there is no dedicated Youth Development Officer in our LGA, with many other Council's being in a similar situation. This network will improve contact between LGA's in our region to discuss issues, solutions and ideas with regard to the youth in these areas. Meetings will be quarterly using an online platform.

**2023 Caravan & Camping Supershow - Sydney**

The Community Development Officer attended the caravan and camping show in Sydney as part of the Kidman Way Promotional Committee. Approximately 1,620 Kidman Way Brochures were handed out to visitors.

<b>Days</b>	<b>Numbers</b>
Tuesday	5,554
Wednesday	6,193
Thursday	5,132
Friday	7,378
Saturday	12,443
Sunday	11,057
<b>Total</b>	<b>47,757</b>

**Youth Week 2023 – 20 April 2023 – 30 April 2023**

Youth Week is now finished. Three events were held over the Youth Week period, clay & resin jewellery making workshop, dumpling workshop and basic motorbike maintenance workshop. Numbers were disappointing, this may be due to the timing of Youth Week with the dates falling outside school holidays or other factors. The CDO consulted with students at Hillston Central School, taking on their suggestions for the Dumplings Workshops and Motorbike maintenance workshop. One workshop scheduled for Goolgowi was cancelled due to no bookings. The future of Youth Week will be reviewed prior to 2024.

**Youth Mural Project**

Council received grant funding of \$13,000 to hold workshops to paint youth murals in Hillston, Goolgowi & Rankins Springs through the Office of Regional Youth. The CDO has been having difficulty finalising dates with the artist. The future of this project is under review with advice being sought from the funding body.

**Information Distributed to the Community**

- Flood Grant Support Session - Hillston
- Select Harvest Community Grants
- Destination Excellence (Tourism) Program

**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 May 2023.**

**11. Committee Reports**

**11.1 Rankins Springs & District War Memorial Hall Committee**

GOV:MTG:MIN

Author: Director Corporate Community Services

Purpose: To receive the minutes of the Rankins Springs & District War Memorial Hall Committee

Attachment: Minutes from the Rankins Springs & District War Memorial Hall Committee general meeting

**Background**

The minutes of the Rankins Springs Sport & Recreation Committee general meeting from 28 March 2023 are presented to Council for consideration.

**Financial Implications**

Nil

**Statutory Implications (Governance including Legal)**

*Local Government Act 1993 Section 355*

**Policy Implications**

Nil

**Risk Implications**

Nil

**Community Strategic Plan**

Goal 5 – Civic Leadership and Governance

**Recommendation:**

**That Council receive the minutes of the Rankins Springs & District War Memorial Hall Committee.**

## ATTACHMENT

General Meeting - Rankins Springs & District War Memorial Hall  
 Tuesday 28<sup>th</sup> March 2023  
 At Rankins Springs War Memorial Hall

Meeting opened at 7:13 pm

Present: Deb Castle, Meegan McCarten, Tammy Anderson, Ellen Walker, Renee Fair

Apologies: Andrea Finch, Penny Black, Monica Molloy, Sandy Vearing, Dave and Dale Mathews

Minutes of previous general meeting (8<sup>th</sup> September 2022) read by Deb Castle

**Motion:** *That the minutes be accepted as an accurate record.*

**Moved by:** Deb Castle                      **Seconded:** Tammy Anderson                      **Carried**

### Business Arising:

1. Council – Bollards for the front of the hall. Response about having some left over in the council shed, Jason has said that there are no left over bollards and that the bollards are \$1200 each and council has no money for this at the moment.
2. Floors- Meegan spoke to Dave Seaman's wife and she has found out the product we need and cannot be ordered outside a business so Dave's wife will get back to Meegan. Julie Groat suggested that Dave stay at her house cottage rather than staying at the motel, as he said if he is to come back and do the work he will not stay in the Motel. Meegan to chase up the product and maybe get Peter Manual at Wagga Prestige floors to do the work. Still ongoing.
3. Hall Keys – A Lock box has been purchased to house a front door key to the hall as we have had a couple of situations where no one in town had a key anymore and the shop was shut. The box has a combination code, Tammy has put her phone number at the front of the hall for anyone who needs access. We have been changing the code after it is used so that no one person has the code to gain access anytime after they have used the key.
4. Hall Equipment stocktake – Tammy, Meegan and Deb did a stock take of all equipment in the Kitchen and the hall on the 20<sup>th</sup> February, there is ample cutlery and plates etc for 120 people to be catered for at the hall. We did find a container of forks in a cupboard which may have been used elsewhere and not put back in draws. The chairs have not been counted as was a very hot day and it was decided to count them a different day.
5. Preschool Matters- The hot water system and new sink have been installed into the ladies bathroom. There was concern that they still have the box for the children to stand on. Deb to look into previous minutes about what was agreed on for the sink installation.
6. Bollards- Deb emailed council about where we can put the bollards and if there is anything underground to be wary of and Jason rang back and said He thought Council had squashed this idea. Jason has since confirmed we can put the bollards in as long as council can gain access to the back of the hall.
7. Repairs to hall- (Meegan) Jason rang Meegan about the toilets upgrade and the ceilings in the kitchen, extra beams are needed in the main hall. Repairs to be done, painting the ceiling in kitchen etc.
8. Community Grant \$1500- We thought this money had been spent on a retractable dividers and chair tips, Meegan rang council about if we could still access the money and we have till May. \$1220 for retractable dividers and 1200 chair tips.

### Correspondence 8<sup>th</sup> September 2022-28<sup>th</sup> March 2023

#### Incoming-

- Phone call from Jason Nicholson regarding the bollards
- Emails from council with information about grants available.
- Emails from council of upcoming events and bookings.
- Emails from FRRR about funds form to be filled out.
- Emails from Progress association about centenary weekend.
- Bookings

**Outgoing-**

- emails to council regarding the bollards
- Grant applications
- AGM Minutes, general minutes and financials to Sarah Willis at council
- Minutes to members
- Emails to members
- Emails to RS school for newsletter

**Motion:** *‘That correspondence be dealt with as necessary’.*

**Moved:** Deb Castle                      **Seconded:** Tammy Anderson                      **Carried**

**Treasurer’s Report: Attached**

**Opening Balance \$18487.01    income: \$4634.54    Expenses: \$2610.44    Balance as at 27<sup>th</sup> March 2023 \$20,511.11**

Tammy needs to invoice Dancing and Preschool for first term.

**Motion:** *“to give Cheryle Standen a \$50 voucher from the pub for auditing the books”.*

**Move:** Ellen Walker                      **seconded:** Tammy Anderson                      **Carried**

Tammy moved that her Treasurer’s report be accepted                      **Seconded:** Deb Castle                      **Carried**

**General Business:**

- **Lights for the outside awning-** Spring in the Springs requested that a light be put up under the outside awning. Meegan to look into getting quotes to install two fluorescents or LED lights under the awning outside Kitchen.
- **ANZAC Day-** Hall normally supplies some hot food and asks for donations of food for the morning tea. Meegan to organise a wreath.

**Motion:** *“to buy a wreath for ANZAC day on behalf of the Hall.”*

**Moved:** Deb Castle                      **Seconded:** Ellen Walker                      **Carried**

Tammy to email school and ask on behalf of hall for morning tea donations and do a flyer. Ellen gave a run down on ANZAC Program as she is helping Richard on what is happening for ANZAC Day. Richard is organising and if we can organise someone to take over for next year.

- **Grants-** Deb has applied for 2 FRRR grants:  
 1 grant for bollards to be put at the side of the hall to stop any traffic from accessing power and to keep pre schoolers safe when going through to the park. We have received a grant of \$3,000 from FRRR for this project.  
 2<sup>nd</sup> one for a solar system to be installed on the Hall, Panels with no battery. \$10,000 has been applied for and Deb should hear about this at the end of March. Deb checked FRRR today and no word on this grant yet.

**Motion:** *“that the FRRR grant money of \$3000 to be spent on outdoor bollards.”*

**Moved:** Tammy Anderson                      **seconded:** Ellen walker                      **Carried**

- **Preschool Matters-** Dave kindly put up the hand towel dispenser and soap dispenser in ladies toilets for preschool and there is another of both to go into the men’s toilets and the kitchen.
- **Community Grant-** \$1500 was gained in August 2022 through the Carrathool Shire Council

**Motion:** *“that we pay \$1220.00 retailD for Retractable barriers.”*

**Moved:** Tammy Anderson                      **Seconded:** Deb Castle                      **Carried**

**Motion:** *“that we order 1200 chair tips from Bunnings.”*

**Moved:** Ellen Walker                      **seconded:** Tammy Anderson                      **Carried**

- **Rankins Springs Centenary-** Meegan has been attending the Centenary meetings and she gave us a rundown on what’s going on for weekend and the progress would like to use the hall from Friday the 15<sup>th</sup> September till Sunday the 17<sup>th</sup> September. Friday the 15<sup>th</sup> Sept the hall will be opened at 5 pm and there will be an official opening at 6:30pm with catering until late. Hall asked to do a 2-page hall history, Deb to find out who has the history. Hall had been asked to cater for Lunch on the Saturday and morning and afternoon tea. Hall agreed to do the lunch on the Saturday if we can get members help.
- **Any other Business?**



Meeting Closed at 8:47 pm

President

Meegan McCarten\_\_\_\_\_

**ACTIONS:**

- Meegan to order chair tips from Bunnings
- Deb to find out about hall history
- Tam to do flyer for newsletter and FB for ANZAC day
- Meegan to order Wreath for ANZAC Day
- Deb to check minutes re ladies toilet basin installation
- Tammy to purchase \$50 voucher at pub for Cheryl Standen

All:

**12. Closed Council Reports**

**12.1 Request for Write Off of Water Usage Charges**

RCV:PAY:REB

Author: Director Corporate & Community Services

Purpose: Determine if a write off of water usage charges will be approved

**Background**

A request has been received to write off water usage charges

**Issues**

Council is asked to consider this report on the Request for Write Off of Water Usage Charges 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:

*(b) the personal hardship of any resident or ratepayer*

**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 Road Maintenance Council Contract Update**

RDS:ACR:RMCC

Author: Director Infrastructure Services

Purpose: To provide Council with an update on the new Road Maintenance Council Contract.

**Background**

A review of the new Road Maintenance Council Contract

**Issues**

Council is asked to consider this report on Road Maintenance Council Contract 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*.**

**12.3 Fees and Charges – Gravel Prices**

FM:REV:FC

Author: Director Infrastructure Services

Purpose: To provide Council with an update on current and predicted gravel production and sale prices.

**Background**

In preparing the 2023-24 Fees and Charges, a review of current external gravel sale price was undertaken.

**Issues**

Council is asked to consider this report on Fees and Charges – Gravel Prices 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*.**

**12.4 Rezoning of Land in Merriwagga and Rankins Springs**

LUP:ZON:ZE

Author: Manager Building and Regulatory Services

Purpose: To inform Council of the progress in the rezoning of Land in Merriwagga and Rankins Springs.

**Background**

This report relates to Council resolution 0301 from September 2022 to redetermine the zoning of land in the villages of Rankins Springs and Merriwagga to provide more residential land for housing.

**Issues**

Council is asked to consider this report on Rezoning of Land in Merriwagga and Rankins Springs 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 **27 June 2023** commencing at **10.00am**.