



ORDINARY MEETING AGENDA

19 September 2023

Hillston District Office
139-145 High Street, Hillston



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Definitions

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

Council's Vision & Goals

Motto

Council's Motto is:

"Promoting our future through diversity"

Vision

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

"Carrathool Shire Council's VISION is to 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 HILLSTON DISTRICT OFFICE
TUESDAY, 19 SEPTEMBER 2023 COMMENCING AT 10.00 AM

Recording of Meeting

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

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

1. Present

2. Apologies

3. Declaration of Pecuniary and Conflicts of Interest

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

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

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

4. Confirmation of the Previous Minutes

Ordinary Council Meeting 15 August 2023

5. Business Arising

6. Motions & Questions (notice given)

7. Presentations/Public Addresses (where scheduled)

9.45am for 10am start – Citizenship Ceremony

Mrs Bhagwant Kaur
Mr Juan Gerardo Flores Lara
Mr Ibrahim Husnain SYED

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 15 August 2023.

Background

On 24 August the assessment panel met to review the submissions for the water tower mural. At the meeting there was general consensus as to which artist to be recommended to Council as preferred artist. A report will be provided by staff at the Council meeting. Several members of the committee also journeyed to Tottenham to see first hand the nature of the artists work.

Over the weekend of 15-17 September, the Rankins Springs community celebrated the centenary of the town. Congratulations to all involved in making the event the success it was. I attended the opening ceremony on Friday evening, thank you to the other Councillors who attended. It was evident that a great deal of work went into the presentation of the town and organising activities for the centenary.

There is to be an election for the Mayor at this meeting and although not the finish of the Council term I do wish to place on record my appreciation for the support of my fellow Councillors over the past twenty months, being the current term of this Council to date.

Recommendation:

That Council note the Mayors report to the September 2023 meeting.

9. Delegates Report

10. General Managers Report

10.1 Ongoing Action from Previous Business Papers

GOV:MCCC:CR

Author: General Manager

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

Background

1045/20.08.19 – Hillston Common

Responsible Officer: GM

DECISION	ACTION TAKEN
Council renegotiate with the Department of Industry regarding the water licence of 972ML currently held by the Hillston Common Trust, being transferred to Council should it resolve to become the land manager of the land under the <i>Crown Lands Act 2016</i> .	Advised by Minister for Lands, water licence will not be transferred. (August 2023)

0280/ 20.09.22 – Lachlan River Road Flooding

Responsible Officer: ADIS

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

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

Responsible Officer: MBRS

DECISION	ACTION TAKEN
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.	Additional issues raised by department of planning being addressed.

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

Responsible Officer: DIS

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

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

Responsible Officer: DCCS

DECISION	ACTION TAKEN
1. Resolved to sell the land as listed in the report for overdue rates and charges.	Report to September meeting.

0472/ 21.03.23 – Lake Woorabinda User Agreement

Responsible Officer: GM

DECISION	ACTION TAKEN
2. Provide information it considers relevant and necessary to develop a new agreement.	Report September meeting.
3. Consider a new agreement at a future meeting.	

0483/ 18.04.23 – Electric Vehicle Destination Feasibility Assessment

Responsible Officer: GM

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

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

Responsible Officer: DIS

DECISION	ACTION TAKEN
1. Council increase the width of the culvert bridge over the Umbrella Creek on the Mossgiel Road by two culvert widths being approximately 2.5 metres.	Design to be brought back to Council
2. Council staff bring a costing back to the June Council meeting giving the approximate cost expected in undertaking the work, and	
3. funding be sourced from the 2023/24 Regional Road maintenance expense currently budgeted for \$611,000.	

0579/ 18.07.23 – Local Road and Community Infrastructure Program

Responsible Officer: GM

DECISION	ACTION TAKEN
3. nominate projects for scoping by staff.	In progress.
4. make a final determination of projects at the December 2023 meeting of Council.	

0582/ 18.07.23 – Camerons Road – Upgrade Options

Responsible Officer: DIS

DECISION	ACTION TAKEN
2. utilise \$450,000 from the Local Roads and Community Infrastructure Round 4 to resheet Camerons Road.	Pending final submission.
3. staff bring back a report on final costings for the project and other external funding sources that may be used.	

0595 18.07.23 – Award Tender 2022-006 – Rehabilitation Mt Grace Road 31.3 km

Responsible Officer: DIS

DECISION	ACTION TAKEN
1. award Tender 2022-006 Rehabilitation Mt Grace Road 31.3km to GA & JG Young Pty Ltd in the sum of \$385,032 excluding GST.	DIS verbal report to meeting.
2. authorises the Director Infrastructure Services negotiate a variation in work to modify pavement width and increase the pavement thickness to 100mm on a 5m base within the budget allocation.	

0604 15.08.23 – Caravan Park - Operations

Responsible Officer: CD&PM

DECISION	ACTION TAKEN
3. Provide a further report on the viability of an extra cabin being placed in the Hillston Caravan Park.	Anticipated report October 2023 meeting.

0619 15.08.23 – Creation of Shovel Ready Project List

Responsible Officer: CDO

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

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

10.2 Precis of Correspondence

GOV:MCCC:MRPC

Author: General Manager

Purpose: Matters for consideration by Council.

Information Items: 10.2.2 – Hillston Basketball Association

10.2.4 – Goolgowi Hall Committee

10.2.1 Office of Energy and Climate Change

“Drive Electric NSW EV kerbside charging grants.”

Informing Councils of the opening of Round One funding for the above program, and the contribution levels and eligible Local Government Areas (LGA’s).

Carrathool Shire is not included in this round as it is aimed at metropolitan LGA’s where off street parking is not available to allow domestic charging of Electric Vehicles.

The conditions are similar to other programs in that the government will fund 80% of the installation per charger capped at \$10,000 per port. It will also fund 80% of a three year software plan where a third party is used.

Recommendation:

That Council note the opening of NSW Electric Vehicle (EV) kerbside charging grants and that this round is aimed towards metropolitan Councils for on street charging stations.

10.2.2 Hillston Basketball Association

Requesting Council consider changes to the manner in which they are charged for the use of the Community Hall in Hillston.

Stating that the \$38 per hour charge is impacting the viability of the club and competition as it can cost up to \$228 a week during the season.

(General Manager Note: The following charges for the facility are relevant for this type of use:-

- Hire of Hall – Half Day \$85
- Sporting Use – Casual Hire \$25 per hour
- Sporting Competition Charge – \$38 per hour)

Recommendation:

For Council determination.

10.2.3 Hon Tara Moriarty – Minister for Agriculture, Minister for Regional NSW, Minister for Western NSW.

Introducing herself in the capacity of Minister for Western NSW.

Stating her interest in the communities of the Western region and will be an advocate for these local government areas.

Further informing Council she will continue to meet with various organisations including Councils across Western NSW to learn more about the issues and assistance that may be provided by the NSW government.

Recommendation:

That Council note The Hon Tara Moriarty is the Minister for Western NSW as well as Minister for Agriculture and Minister for Regional NSW.

10.2.4 Goolgowi Hall Committee

Requesting a donation of \$1,000 to assist with Fanny Lumsden concert booked for 27 October 2023 at the community hall.

The hall committee is a s355 committee of the Council and at the time of the last annual financial statements held a balance of \$25,000 in the bank account.

Recommendation:

For Council determination.

10.3 Election of Mayor – Term to September 2024

GOV:ELE:MDM

Author: General Manager

Purpose: To provide the process for the election of Mayor for the remainder of the Council term to September 2024.

Background

Section 230 of the *Local Government Act 1993* states that a mayor elected by the councillors hold office for 2 years subject to the Act. The Deputy Secretary has recently provided advice that the election of Mayor is required under section 290 (1)(b) of the Act requiring a mid term mayoral election to be held in September 2023. The Mayor will then hold office to 14 September 2024.

Issues

Mayoral elections are to be conducted in accordance with Schedule 7 of the Local Government (General) Regulation 2021.

Schedule 7 provides for three methods of election:

- 1) open ballot (show of hands)
- 2) ordinary ballot
- 3) preferential ballot

Council must determine the method of voting prior to any ballot being conducted. Under the regulations the General Manager is the Returning Officer.

Nominations will be accepted by the returning officer until the matter is before the Ordinary Council Meeting of 19 September 2023. The election is then conducted in accordance with Clause 394 and Schedule 7 of the regulation.

As the deputy mayor was elected for a two year term advice is that the term of office remains two years, and if Council wishes to retain a deputy mayor the election is to be held at the expiry of the term.

At the January 2022 meeting all delegates and representatives of various committees were elected for the term of the Council as such no changes are required to this structure.

Financial implications

Nil

Statutory implications (Governance including Legal)

Local Government (General) Regulations 2021

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil – Statutory Requirement

Recommendation:

That Council determine the method of electing the Mayor in accordance with the regulation, by either:

- 1. Open Voting.**
- 2. Ordinary Ballot**
- 3. Preferential Ballot.**

10.4 Delegation of Authority to Mayor

GOV:ELE:MDM

Author: General Manager

Purpose: To resolve by the Council Delegation to the Mayor.

Background

The Council is to consider delegation to the Mayor in legislative compliance with the *Local Government Act 1993*.

By formal resolution, the Council may delegate certain functions of its operations to the Mayor.

Any such delegations granted by the Council are vested in the incumbent, not the position. Where there is a change within any of these positions, then Council must again by formal resolution review and resolve such delegations.

Delegations granted to the Mayor enable emergency actions or the necessary representations of the Council to be conducted between Council meetings.

There are certain exemptions to the delegations that may be granted by Council detailed in Section 377(1) of the Local Government Act 1993:

1. A council may, by resolution, delegate to the General Manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following:
 - (a) the appointment of a general manager,
 - (b) the making of a rate,
 - (c) a determination under section 549 as to the levying of a rate,
 - (d) the making of a charge,
 - (e) the fixing of a fee,
 - (f) the borrowing of money,
 - (g) the voting of money for expenditure on its works, services or operations,
 - (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
 - (i) the acceptance of tenders to provide services currently provided by members of staff of the council,
 - (j) the adoption of an operational plan under section 405,
 - (k) the adoption of a financial statement included in an annual financial report,
 - (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
 - (m) the fixing of an amount or rate for the carrying out by the council of work on private land,
 - (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,
 - (o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the *Environmental Planning and Assessment Act 1979*,
 - (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,
 - (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
 - (r) a decision under section 234 to grant leave of absence to the holder of a civic office,
 - (s) the making of an application, or the giving of a notice, to the Governor or Minister,
 - (t) this power of delegation,
 - (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.

2. A council may, by resolution, sub-delegate to the General Manager or any other person or body (not including another employee of the council) any function delegated to the council by

the Departmental Chief Executive except as provided by the instrument of delegation to the council.

Role of the Mayor

Pursuant to Section 226 & 377 of the *Local Government Act 1993*, the role of the Mayor of the Carrathool Shire Council is defined as being inclusive of the functions:

The role of the Mayor is:

- i. to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council
- ii. to exercise such other functions of the council as the council determines
- iii. to preside at meetings of the council
- iv. to carry out the civic and ceremonial functions of the mayoral office.

Delegation of Authority for Mayor

Pursuant to Section 226 & 377 of the *Local Government Act 1993*, as amended, the council can delegate to the Mayor the exercise of other functions of the Council as specified below:

1. To give effect to the provisions of the *Local Government Act 1993*, and any other Act conferring powers of duties upon the Mayor and to any resolution or direction given to the Mayor by the Council.
2. To exercise general direction, control and performance assessment of the General Manager.
3. To sign and execute any documents under the Common Seal of the Council, in conjunction with the General Manager or any other Councillor pursuant to a decision of the Council.
4. To make statements or respond to the media in respect of Council matters.
5. To represent the Council with the General Manager in deputations' meetings and other forums where it is appropriate to present Council's position.
6. To authorise urgent or emergency works or activities with expenditure up to \$20,000.
7. To preside at all council meetings, community and public meetings and other forums convened by Council at which the Mayor is present unless this function is otherwise appointed to another councillor or person by the Mayor.
8. To provide Civic Receptions as appropriate.

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)
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Local Government Act 1993

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 5: Civic Leadership and Governance

Recommendation:

That the delegation of authority for Mayor (.....) as follows be endorsed by the Council:

- 1. to give effect to the provisions of the *Local Government Act 1993*, and any other Act conferring powers of duties upon the Mayor and to any resolution or direction given to the Mayor by the Council.**
- 2. to exercise general direction, control and performance assessment of the General Manager.**
- 3. to sign and execute any documents under the Common Seal of the Council, in conjunction with the General Manager or any other Councillor pursuant to a decision of the Council.**
- 4. to make statements or respond to the media in respect of Council matters.**
- 5. to represent the Council with the General Manager in deputations' meetings and other forums where it is appropriate to present Councils position.**
- 6. to authorise urgent or emergency works or activities with expenditure up to \$20,000.**
- 7. to preside at all council meetings, community and public meetings and other forums convened by Council at which the Mayor is present unless this function is otherwise appointed to another councillor or person by the Mayor.**
- 8. to provide Civic Receptions as appropriate.**

10.5 Local Roads and Community Infrastructure
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GS:PGM:LRCI4

Author: General Manager

Purpose: To provide Council with information regarding potential projects.

Background

Council has been advised of the opportunity to undertake projects under the Local Roads Community Infrastructure (LRCI) scheme general component \$1,456,711 and a road specific program of \$840,263.

Issues

Council has to date identified the following projects for inclusion under this program:

Hillston Subdivision	\$250,000
Camerons Lane	\$450,000

Following from the various ideas proposed at the Rankins Springs meeting staff have had a look at costing for some of the roads and have come up with the following proposal for Council to consider. What has become evident from the exercise is that Council does not have sufficient funds to resheet all necessary roads and a five year rolling program of resheeting needs to be established and funded as part of budget process undertaken by the roads committee annually.

Dealing first with the roads component \$840,263 Council has committed \$450,000 for Camerons Lane. It is proposed that a full resheet of Euratha Road be undertaken \$340,000 for 9.6kms. It is suggested that the balance unspent from Roads to Recovery (R2R) for 2022/23 be used \$133,000 approximately, and the 2023/24 R2R of approximately \$77,000 which was allocated to Pinteebakana Road be allocated to Euratha Road. Work on Pinteebakana Road has been completed under another funding source. This will leave \$130,000 to be funded from LRCI Round Five (5), Roads Component.

Melbergen Road (West) \$290,000

Resheeting of this road will be undertaken for the identified 9.15 kms. One km will be funded from Fixing Local Roads (FLR) Round Four (4), \$35,000, and the \$260,000 8.1 kms from LRCI Round Four (4) roads tranche \$260,000 and the balance \$30,000 from the LRCI general component.

Melbergen Road (East) \$232,000

To complete the resheeting of the length of Melbergen Road its suggested resheeting of 6.54 kms be undertaken on the east section of this road. It is proposed that \$232,000 be allocated against the general component of LRCI (4).

Merungi Road \$492,000

Another road that has been identified as having substantial use and in poor condition is Merungi Road. It is proposed to resheet 15.86 kms of this road which would then result in a satisfactory surface from Melbergen Road to Wollarma Road and then through to the Mid Western Highway. Of this project 2 kms is funded by Fixing Local Roads Four (4), \$71,000, and the 2 kms FLR (4) to be undertaken on Wiltshire Road would be completed at the same time.

LOCAL ROADS COMMUNITY INFRASTRUCTURE (GENERAL)

Should the above projects be approved it would leave \$703,000 available for other projects within the shire.

Staff have put together the following list from suggestions made, and that which would provide Council operation with economic benefit.

Hillston Subdivision \$250,000

Council has previously resolved to utilise funds from this source to complete the subdivision.

Goolgowi Scoreboard \$60,000

Suggestions have been made this is an item that would complete the upgrade of the Goolgowi Oval following from the canteen, amenities, change rooms and lighting upgrade.

Stan Peters Oval Upgrade \$100,000

This has been requested previously by the Swans Football Club, Council responded it would be considered only should grant funds become available.

Carrathool Water Supply Solar \$48,000

During discussion regarding the sustainability of Water Supplies it was suggested that solar options be considered for Carrathool. The proposal would see electricity demand be reduced by approximately \$6,000 per annum based on pricing today.

Bunda Water Supply System \$260,000

It is proposed to replace 7.0 kms of water pipe and clear the easement at the same time. This will alleviate ongoing line breaks and replace aging infrastructure.

Bunda Road Water Scheme			
Existing PVC	Proposed Poly	Length	Estimated Cost - Including Clearing
80mm	110mm	1,200m	\$90,000
65mm	90mm	1,300m	
65mm	90mm	4,500m	\$170,000
Total		7,000m	\$260,000

The proposals and costings can be summarised in the following table:

LRCI – Roads	Project \$	Balance \$
Grant Funds		840,000
Camerons Lane	450,000	390,000
Euratha Road	130,000	260,000
Melbergen West (\$290K)	260,000	0.00

LRCI – General	Project \$	Balance \$
Grant Funds		1,457,000
Melbergen West (Balance)	30,000	1,427,000
Melbergen East	232,000	1,195,000
Merungi Road	492,000	703,000
Hillston Subdivision	250,000	453,000
Goolgowi Scoreboard	60,000	393,000
Stan Peters Oval Lights	100,000	293,000
Carrathool Water Solar	48,000	245,000
Bunda Water Supply	260,000	(15,000)

Financial implications

The projects included within the report are eligible under the guidelines. While it is noted the projected cost of projects is \$15,000 over the grant fund amount this can either be funded through maintenance programs or any efficiency gained throughout the works.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

It is anticipated the roadworks could be undertaken with Council staff and resources. An early submission and approval would allow for continuity of works into the new calendar year. Completion is expected by July 2025.

Community Strategic Plan

Goal 2 – Accessible and connected

Recommendation:

That Council submit the proposed projects contained in the report for approval under the Local Roads and Community Infrastructure program Round 4.

10.6 Infrastructure Report

RD:IR

Author: Director Infrastructure Services

Purpose: To Summarise Infrastructure Services Activities for August 2023.

Attachment: Register of Roads Maintenance

Background

Reporting Period 22 July 2023 to 1 September 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 ²)		Edge Repair (m)		Maintenance Grading (cl km)	
Black Stump Road	46	Roto Road	40	Alexanders Road	3
Bringagee Road	250	TOTAL	40	Avondale Road	31
Cahills Road	380	Mowing/Slashing/Spraying (hect)		Clare Road	25
Carrathool Road	230	Black Stump Road	31.6	Barrys Road	3
Erigolia Road	15	Cahills Road	18.7	Belaley Road	4
Lachlan River Road	6170	Erigolia Road	26	Booligal Road	3
Melbergen Road	1100	Melbergen Road	16	Boorga Road	6
Mitchells Road	120	Merriwagga Road	11.4	Brewer Road	16.6
Murrumbidgee River Road	120	Merungle Road	17.88	Bunda Road	14.4
Roto Road	1003	Munros Road	4	Carnells Road	17
Cowper Street	160	TOTAL	125.58	Cannards Road	3
Grattan Street	20	Surface Drains and Floodway (m)		Coombie Road	9
TOTAL	9614	Boorga Road	1000	Darts Road	8.9
Potholes (each)		Bunda Road	12900	Euratha Road	10
Black Stump Road	6	Coombie Road	9000	Merri Road	52
Carrathool Road	25	Darts Road	6000	Goorawin East Road	4.6
Goorawin Road	10	Merri Road	7290.5	Goorawin Road	11.1
McGills Road	2	Goorawin East	3600	Gunbar Road	18
Roto Road	12	Goorawin Road	13500	Higgins Lane	10.5
Whealbah Road	15	McKinley Road	55202	Jardines Road	12
TOTAL	70	Merungle Road	5000	Jones Road	10
Maintain Unsealed Shoulders (shldr kms)		Swansons Road	7000	McKinley Road	48.5
Back Hillston Road	5.3	TOTAL	120492.50	Melbergen Road	3
Bunda Road	10.6	Servicing Signs (each)		Merungle Road	1
Coombie Road	9	Berangerine Road	2	Mount Daylight Road	47.05
Darts Road	18.1	TOTAL	2	Muirheads Road	10.5
Merri Road	25	Replace Signs (each)		Old Gunbar Road	9.5
Goorawin East Road	3.6	Pleasant Valley Road	1	Reids Road	4
Goorawin Road	5.5	The Bluff Road	1	Richards Road	4.7
Higgins Lane	3.4	Wallanthery Road	1	Roto Road	1
McKinley Road	61	TOTAL	3	Swansons Road	3.5
Merungle Road	5	Guide Posts (each)		Watkins Road	13
Muirheads Road	3.5	Belaley Road	16	Wells Road	11.2
Roto Road	2	Berangerine Road	1	Whealbah Road	33.9
TOTAL	152	Erigolia Road	10	Wiltshire Road	19.2
		TOTAL	27	TOTAL	482.15

Heavy Patching (m ²)	
Lachlan River Road	5146
TOTAL	5146
Gravel Resheeting (m ²)	
Richards Road	4.4
TOTAL	4.4

Gravel Resheeting (m ²)	
Belaley Road	700
Bunda Road	8100
Goorawin Road	0.4
Higgins Lane	4648
McKinley Road	2300
Mount Daylight Road	13.2
TOTAL	15761.60

Regional Roads

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

Description	244R Tabbita Lane	321R Rankins Springs Rd	368R The Springs Rd	501R Lachlan Valley Way	80R Mossgiel Rd	371R Lake Cargelligo Rd
Pothole (ea)	10	7		35	40	
Temporary Pavement Repair (m ²)	76	504		1023	130	
Stock Grid Maintenance (grid)					16	
Inspect Regional & Local Roads				1		
Replace Signs (ea)						1
Guideposts (ea)						6
Heavy Patching (m ²)	160					
Maintenance Grading (cl kms)					36.80	

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			2		3	5
Sign Replacement	1620						0
Resealing	4000						0
Mowing	5100		84	41	29.50	87.50	242
Slashing	5200	72.25		114	5	26	217.25
Spraying	5300		13	52			65
Tree Maintenance	5400		13	74.50		5.50	93
Tree Removal	5410						0
Watering	5500	2.50	10.50	32	6	10.50	61.50
Weeding	5600	4	12.50	71.50	31	40.50	159.50
Mowing – Stan Peters Oval	5710			8.50			8.50
Slashing – Stan Peters Oval	5720						0
Spraying – Stan Peters Oval	5730			3			3

Watering – Stan Peters Oval	5740			2			2
Weeding – Stan Peters Oval	5750			1			1
Playground Equipment	5800			5			5
Litter Collection	6100	4	6.50	29	6	26.50	72
Street Sweeper	6200			63.50			63.50
Hand Broom Gutters	6300			3.50			3.50
Toilets	6400	1.50	5	35	3.50	2.75	47.75
Footpath Maintenance	7100			3.50			3.50
Clear Culverts	7100			41.50			41.50
Street Maintenance	7200			20.50		23	43.50
Miscellaneous Items	7500						0
Playground Inspection	7510						0
Office	7520						0
Town Improvements	7530			1.50			1.50
Graffiti Removal	7540						0
Park Furniture/Fences	7540			32.50		3	35.50
Total Hours per Town		84.25	144.50	637	81	228.25	1175
Town % of Total Hours		7.17%	12.30%	54.21%	6.89%	19.43%	

Sewer Maintenance

Description	Mainline Choke	Service line Choke	Pump Station Fault	Pressure Sewer Fault	STW – Screen Unit Fault
Hillston		1	1		
Goolgowi			1		
Rankins Springs Sullage					
Totals	0	1	2	0	0

Water Maintenance

Description	Mainline Breaks	Service line Breaks	Water Meter/Tap Leaking	Pump Station Faults	Telemetry Faults	Replaced Meter	New Connection
Hillston		2	6				
Langtree (Langtree Bore/Merriwagga/Goolgowi)							
Yoolaroi/Goolgowi Rural (Palmyra to Y4 & Y5/Y6)					1		
Bunda/Goorawin	5						
Carrathool	1						
Merriwagga Village							
Goolgowi Village Raw		1					
Goolgowi Village Potable		1					
Rankins Springs Potable			1				
Rankins Springs Raw Town							
Rankins Springs Rural							
Melbergen		2					
Total	6	6	7	0	1	0	0

Project Updates:

IWCM strategy:

The Council has achieved Milestone-1, "Submit IWCM issue paper to SSWP (Safe and Secure Water Program) to review and concurrence." and has received a payment claim-1 of \$146,493.90 (90% of Grant funding) of the total amount of \$162,771.

Water and sewer hydraulic modelling and analysis of potential options to address identified issues is well underway.

Telemetry Replacement:

New radios have been programmed, and Aquamonix engineers commenced the Installation of radio equipment on the Hillston water and sewer sites. This project is split into three phases over two years to test and rectify any errors as installation and commissioning progress.

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

The Council has received tanks with foundation building work to commence soon. It is planned to double the aerodrome storage capacity to 360KL to improve chlorine contact time for an effective disinfection process and increase water security.

Hillston-Sewer Main Relining Work:

Council has planned to reline 231 meters of sewer mains and 732 meters of sewer mains cleaning and CCTV inspection under this year's capital works program. This work was awarded to Interflow, commencing in February 2024 and is expected to be completed by April 2024.

Hillston Sub-Division Works (Sewer):

Construction of a gravity sewer main to serve 20 new blocks on McGregor and O'Donnell Streets is now completed. These twenty (20) blocks are now ready to be connected by potential owners for sewer services.

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

Work is underway to double the storage capacity to 180KL at the Holden Road storage tank site on Yoolaroi stock and the domestic water supply scheme. Increased storage capacity will improve water reliability to downstream customers during summer and when the system faces unexpected issues upstream.

Rankins Springs WTP and Cruickshank's Generator:

A concrete slab was laid, a generator was delivered on-site, and shed building is underway to accommodate the generators. This work is expected to improve water reliability around the Rankins Springs Village and on stock and domestic schemes during power outages.

Carrathool (Pinker's Beach) Water Main Replacement:

Work to replace 500 meters of water main leading to the Pinkers beach site has commenced under this year's capital works program. The proposed section has seen many breaks recently.

Hillston Water Mains Construction:

A water main on Keats Street between Kidman Way Motel and Burns Street is planned for replacement under this year's capital works program. A detailed site survey and design work is underway to receive an approval from UGL to install a new sleeve under the railway track to undertake the water mains replacement work.

Goolgowi Sewer Ponds:

Goolgowi sewer ponds has been relined and brought online while gravel access road around the ponds to be done in coming weeks. This project is funded under Local Roads and Community Infrastructure (LRCI) Program Phase 3.

Flood Recovery:

Consultants have now provided Council with all flood assessment works that they have completed up till end of August. Council staff are now reviewing the data prior to lodgement. The damage submission has been split into three sections and staff will have all submissions lodged before end of September.

Jacksons Bridge:

No further changes to date.

Carrathool Road:

Council staff recently inspected Carrathool Road with the contractor who will be completing the works under FLR3. Works will commence this month.

Hillston River Bank Stabilisation:

A meeting was scheduled to be held with the contractors on 12 September to confirm construction techniques and determine at what water level works can commence. The project needs to proceed and recent water levels have not reached the levels required within the design.

Mt Grace Road:

Contractors still on schedule to commence works in October (subject to gravel being available).

Issues

Nil

Financial Implications

Nil

Statutory Implications (Governance including Legal)
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Nil

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Goal 2 – Accessible and Connected

Recommendation:

That Council note the Infrastructure Report for September 2023.
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ATTACHMENT

Road Hierarchy Number	Road Name	Road No.	Date Last Maintenance Grading Carried Out	Quantity (cl km)	Total Length of Road
2	Alexanders Road	102	21/08/2023	3.00	3.08
6	Altys Road	103	27/06/2023	4.50	4.46
6	Andersons Lane	105	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	4/08/2023	31.00	31.56
2	Back Hillston Road	109	29/05/2023	71.80	71.14
4	Bakers Road	110	3/01/2023	4.40	4.46
	Bales Avenue	101	23/10/2019	4.00	1.54
2	Bandys Road	204	17/07/2023	2.00	2.22
6	Barrys Road	112	31/08/2023	3.00	4.83
4	Barrys Scenic Drive	113	29/11/2022	5.00	8.05
7	Belaley Road	114	22/07/2023	4.00	7.55
7	Berangerine Road	115	25/01/2023	2.80	8.39
4	Billings Road	116	3/04/2023	16.00	9.85
3	Black Stump Road	118	19/10/2021	35.00	15.60
6	Blackgate Road	117	9/12/2022	5.00	7.92
3	Booligal Road	119	1/09/2023	3.00	36.43
4	Boorga Road	120	26/07/2023	6.00	15.39
7	Bretags Road	122	4/04/2023	4.00	15.04
7	Brewer Road	123	29/08/2023	16.60	5.81
6	Bunda North Road	125	17/06/2023	4.50	6.60
2	Bunda Road	126	24/08/2023	14.40	13.04
6	Burchers Road	127	5/09/2022	2.00	7.69
7	Burgess Lane	128	22/07/2020	3.00	2.71
3	Cameron Road	130	18/04/2023	12.00	15.51
7	Campbell Lane	240	2/09/2021	0.80	7.08
6	Cannards Road	133	1/09/2023	3.00	20.39
6	Carnells Road	132	29/08/2023	17.00	7.32
7	Carrego Lane	135	22/07/2019	9.00	8.20
	Chedburgh Road	136	19/12/2022	1.00	1.08
6	Clare Road	111	1/08/2023	25.00	7.49
7	Coates Lane	137	29/09/2020	1.40	1.85
6	Coombie Road	138	1/09/2023	9.00	40.26
2	Crows Nest Road	139	3/02/2023	1.00	17.60
5	Darts Road	140	12/08/2023	8.90	5.56
6	Dirrung Road	141	18/05/2023	7.20	7.79
6	Dumossa Road	142	8/09/2022	13.00	18.62
6	Eight Mile Tank Road	143	12/01/2023	14.50	5.74
6	Euratha Road	146	10/08/2023	10.00	9.66

7	Five Oaks Road	147	22/08/2022	12.50	12.29
6	Flanagans Lane	148	30/09/2022	5.00	5.18
2	Foys Road	149	15/07/2023	3.00	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	1/09/2023	4.60	12.75
6	Goorawin Road	155	8/08/2023	11.10	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	21/02/2022	2.30	23.99
7	Gunbar Road	159	11/08/2023	18.00	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	22/08/2023	10.50	8.02
6	Hillmans Lane	163	9/05/2023	15.40	5.23
6	Holdens Road	164	19/06/2023	9.00	9.51
6	Huxleys Road	165	28/04/2023	17.00	8.55
2	Ilkadoon Road	166	30/10/2022	5.50	11.66
6	Jardines Road	167	2/08/2023	12.00	24.08
6	Jennings Road	168	25/05/2023	10.60	8.33
6	Johnstons Road	169	4/01/2023	4.00	11.30
5	Jones Road	170	28/07/2023	10.00	12.99
6	Killara Road	171	27/02/2023	2.50	2.30
6	Kites Road	172	15/12/2022	5.50	5.48
2	Langtree Road	174	3/05/2023	29.70	12.14
2	Lowlands Road	175	6/05/2023	16.00	44.68
6	Luelfs Road	176	7/02/2023	9.90	78.00
2	Mallee Downs Road	177	15/02/2023	8.40	11.32
7	Mallee Point Road	178	23/11/2017	1.50	8.32
6	Matakana Road	179	3/12/2020	10.90	18.11
2	McDonalds Road	180	15/06/2023	7.50	12.16
7	McGills Road	181	8/11/2022	1.00	4.25
7	McKays Road	182	27/04/2023	16.00	6.25
	McKenzies Lane	183	8/06/2021	1.00	7.42
2	McKinley Road	184	30/08/2023	48.50	61.39
2	McMasters Road	185	17/07/2023	9.10	16.19
7	McRaes Road	186	24/01/2018	4.00	2.42
2	Melbergen Road	187	24/07/2023	4.30	43.95
	Mena Road	266	20/03/2012	1.00	0.87
6	Merri Road	152	26/08/2023	52.00	39.77
5	Merriwagga Road	190	3/04/2023	10.50	12.53
4	Merrondale Lane	188	20/09/2022	6.00	8.02
6	Merungi Road	191	2/06/2023	19.00	19.07
2	Merungle Road	192	1/09/2023	1.00	65.47

2	Mitchells Road	193	22/06/2023	31.00	34.22
6	Monia Gap Road	202	17/07/2023	6.00	6.11
7	Moores Road	195	19/08/2019	1.00	4.55
2	Motts Road	196	11/07/2023	4.20	4.20
4	Mount Bingar Road	197	20/12/2022	6.00	4.20
3	Mount Daylight Road	198	30/08/2023	47.05	8.77
5	Mount Grace Road	145	25/05/2023	2.00	32.92
7	Muirheads Road	199	4/02/2021	4.00	2.13
4	Munros Road	200	21/03/2022	7.00	13.42
	Murrumbidgee River Road	201	4/02/2023	2.50	73.97
6	Nancarrows Lane	203	15/02/2023	7.70	3.75
	Norwood Lane	205	14/07/2022	2.70	8.82
6	OBriens Road	206	17/11/2022	3.50	4.20
7	ODonnells Road	207	20/03/2018	4.00	3.97
6	OKeeffes Road	208	27/03/2023	7.10	14.74
7	Old Gunbar Road	209	22/08/2023	9.50	9.72
2	Parkers Road	210	13/07/2023	12.50	13.81
3	Parrs Road	211	27/07/2023	11.80	18.29
6	Parslows Road	212	3/08/2021	3.30	1.21
7	Parsons Road	213	12/01/2018	1.20	0.84
7	Paton Road	214	9/09/2021	1.80	1.12
2	Peters Road	215	17/05/2023	9.90	10.66
3	Pinteebakana Road	216	12/01/2023	18.00	25.31
6	Pleasant Valley Road	217	6/12/2022	19.00	14.83
5	Prestage Road	218	1/06/2023	6.00	6.05
7	Pulletop Road	219	24/08/2022	1.50	9.23
7	Ravenshaw Road	220	NIL	0.00	9.44
5	Redbank Road	221	23/06/2023	15.70	23.64
6	Reids Road	222	25/07/2023	4.00	
6	Richards Road	223	9/08/2023	4.70	4.05
7	Roberts Road	224	14/02/2022	3.00	5.86
PRV	Rothdene Lane	242	8/09/2022	1.60	9.42
2	Roto Road	225	9/08/2023	1.00	50.78
6	Ryans Road	226	29/04/2023	16.00	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	14/07/2023	8.00	4.16
	Simpkins Lane	231	2/05/2023	4.50	2.00
6	Sloanes Road	232	2/09/2022	7.70	8.00
7	Square Well Lane	233	12/01/2023	1.40	4.17
7	Stackpoole Road	234	22/08/2018	7.00	1.42
7	Stewarts Lane	235	17/06/2023	15.90	13.29
6	Streaths Road	236	20/09/2021	8.90	6.23
6	Swansons Road	237	29/08/2023	3.50	3.44

5	Taylor's Road	238	22/06/2023	18.00	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	20/07/2023	8.50	13.21
6	Wakefield Road	246	25/02/2023	10.00	6.48
2	Wallanthery Road	247	20/07/2023	25.50	27.80
7	Wandella Road	248	NIL	0.00	4.53
7	Wantwood Road	249	7/07/2022	4.50	3.76
6	Warburtons Lane	230	15/06/2023	3.90	3.83
6	Watkins Road	250	25/08/2023	13.00	15.36
7	Watsons Road	251	14/01/2021	15.00	11.83
6	Weavers Road	252	27/05/2023	22.60	10.00
6	Wee Elwah Road	253	7/02/2022	15.50	23.26
6	Wells Road	254	3/08/2023	11.20	17.97
7	West's Road	255	13/09/2021	9.00	6.50
4	Whealbah Road	256	23/08/2023	33.90	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
6	Wiltshires Road	259	28/07/2023	19.20	12.68
5	Wollarma Road	260	12/05/2023	63.70	33.79
7	Wongalea Road	261	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
Road Hierarchy	
1	Regional Roads
2	School Bus Routes
3	Link Roads
4	Strategic Link Roads
5	Collector Roads
6	Local Roads
7	Local Roads - Maintenance as Required

10.7 Funded Works Programs – Roads

GS:PGM:RLRRP14

Author: Manager Infrastructure Services

Purpose: To inform Council of the status of the roads program.

Background

Council has been applying two grant funded programs to its road network over the previous nine months.

1. Pothole Repair Program \$896,464 and:
2. Local and Regional Roads Repair Program \$4,759,721.

Issues

The pothole program has been fully expended as at 31 August 2023. Approximately \$121,000 was expended on regional roads and the balance of \$775,000 was spent on repairs to local roads – mainly sealed roads, through completion of heavy patching.

The Local and Regional Roads Repair program has a balance remaining and is programmed for work on the following areas.

Balance Remaining	\$1,091,593
Tabbita Patching	(\$400,000)
Shoulder restoration local roads	(\$300,000)
Various local roads small patching	(\$100,000)
Committed grading expense	(\$291,593)
	0.00

This program is expected to be completed by the end of December to comply with the grant funded expenditure date of February 2024.

Financial implications

At the completion of both programs Council will have expended \$5,656,186 on upgrading much of its road network – the majority being spent on unsealed local roads.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil.

Community Strategic Plan

Goal 4 – Reliable and Relevant Services

Recommendation:

That Council:

- 1. note the completion of the pothole repair program.**
- 2. note the balance, programmed works and the expected completion by the end of December 2023 of the Local and Regional Road Repair Program.**
- 3. write to shadow minister for regional transport and roads, The Hon Sam Faraway thanking him for the funding programs.**
- 4. write to the Premier the Hon Chris Minns and the Minister for Roads, the Hon John Graham informing them of the success of the program and the benefit to our local community from the funding provided.**

10.8 Plant Report

PES:MTN:PR

Author: Manager Fleet & Town Services

Purpose: Plant Report as per 5 September 2023

Background

PLANT NO	HOURS KMS	TYPE	DETAILS
5116	6 yrs old	Howard Slasher	Replace drive shaft universal joints.
4538	2,786 hrs	Multipac Flat Drum Roller	Remove drum and replace all seals.
2067	298,201 kms	Isuzu Water Tanker	Replace throttle position sensor and rewire electrical circuit.
5120	5 yrs old	Howard Slasher	Replace all skids and blades.
2052	11,462 hrs	Garbage Truck	Repairs to cooling system. Remove and repair radiator. Replace coolant and radiator hoses.
3526	6,489 hrs	John Deere Grader	Replace diff hydraulic charge pump.
3053	12 yrs old	Bomag Stabiliser	Weld pick carriers onto mixer drum. Weld new wear strips onto mixer drum.
4524	2 yrs old	Combination Roller	Replace drum lock hydraulic ram. (Scored Shaft).
3529	2,601 hrs	John Deere Grader	Repair tyre carrier. Replace circle wear strips and adjust circle.
3071	4,250 hrs	Cat 950 Loader	Replace Loader bucket wear plates.
3061	6,321 hrs	John Deere Tractor	Replace inching pedal clutch solenoid.

Issues

Nil

Financial implications

Repairs made from existing budget.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

If repairs are not made safety issues would remain.

Community Strategic Plan

Nil

Recommendation:

That Council note the Plant Report as at 5 September 2023.

10.9 Plant Replacement

PES:AD:CRRPD

Author: Manager Fleet & Town Services

Purpose: Plant Replacement Report for September 2023

Background

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

Plant No. 1871 Isuzu 4x4 Utility Dual Cab utility (60,000km) – Manager for Infrastructure Vehicle

Budget \$6,6010.10 under 2023/24 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Leo Franco Motors	Isuzu 4x4 Dual Cab diesel Utility	47,126.64
Successful Purchase		
Blacklocks Motors	587 Wagga Road, Lavington NSW	44,772.73
Changeover cost (after GST adjustment)		2,353.91

Plant No. 1885 Toyota Hilux 4x4 Dual Cab Diesel – 1 year old (65,000km) – Southern Overseers Vehicle

Budget \$3,061.94 under 2023/24 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Owen Toyota Griffith	Toyota Hilux 4x4 Dual Cab Diesel utility	52,620.24
Successful Purchase		
Blacklocks Motors Albury	587 Wagga Road, Lavington NSW	47,318.18
Changeover cost (after GST adjustment)		5,302.06

Plant No. 1331 Toyota Camry Hybrid Sedan (65,000km) 2 yrs old – Corporate Vehicle

Budget \$1,159.17 under 2023/24 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Owen Toyota Griffith	Toyota Camry Hybrid Sedan	31,522.73
Successful Purchase		
Blacklocks Motors Albury	587 Wagga Road, Lavington NSW	26,590.90
Changeover cost (after GST adjustment)		4,931.83

Plant No. 1342 Toyota Camry Hybrid Sedan (60,000km) 1 yr old – General Managers Vehicle

Budget \$2,159.00 under 2023/24 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Owen Toyota Griffith	Toyota Camry Hybrid Sedan	31,522.72
Successful Purchase		
Blacklocks Motors Albury	587 Wagga Road, Lavington NSW	27,590.90
Changeover cost (after GST adjustment)		3,931.83

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 September 2023.

10.10 Development Applications – September 2023

GOV:MTG:CR

Author: Manager Building & Regulatory Services

Purpose: Development Applications & Determinations – August 2023

Background

Lodgements

Type/No.	Name	Address	Development
DA2024/002	Bruna Crowe & Darren Crowe	5-11 and 1-3 Devon Street Merriwagga NSW 2652	Workshop Shed
DA2024/003	Australian Executor Trustees Limited	1950 Tabbita Lane Tabbita NSW 2652	Rural Worker's Dwellings
DA2024/004	Watt Holdings (Leeton) Pty Ltd	3956 The Springs Road Monia Gap NSW 2675	Subdivision
DA2024/005	Minister for Education and Training	42-68 Moore Street Hillston NSW 2675	Performing Arts Centre
DA2024/006	State NSW	Kidman Way Wallanthery NSW 2675	Subdivision
DA2024/007	State NSW	2990 Roto Road Hillston NSW 2675	Demolish existing dwelling
Total Estimated Value Of Works			\$2,389,090.00

Determination: Approved

Type/No.	Name	Address	Development	Processing Time
DA2023/012	Tabbita Poultry	2245 Tabbita Lane Tabbita NSW 2652	4.95MW Solar Farm & battery storage	47
DA2024/001	G Singh & J Kaur	19 Jardines Road Hillston NSW 2675	Farm Shed	9
DA2024/003	Australian Executor Trustees Limited	1950 Tabbita Lane Tabbita NSW 2652	Rural Worker's Dwellings	14
DA2024/006	State NSW	Kidman Way Wallanthery NSW 2675	Subdivision	18
DA2024/007	State NSW	2990 Roto Road Hillston NSW 2675	Demolish existing dwelling	9

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 August 2023 be noted.

10.11 Development Application DA2023/030 – Extractive Industry – Quarry

DA2023-030

Author: Manager Building and Regulatory Services

Purpose: To update Council on the progression of Development Application 2023/030

Background

Council may recall from the August meeting, staff have been in the process of assessing Development Application 2023/030 for the establishment of a quarry on Pleasant Valley Road Binya. The proposal was notified to adjoining landowners and sent to a number of government agencies for comment. A submission was received with 40 signatories from local landowners, while Council has received a response from one government agency.

Issues

During the assessment period the proposal was forwarded to TfNSW for comment, with a response recently received asking for the applicant to provide additional information. Council staff have supplied the concerns raised by TfNSW to the applicant and are awaiting a reply to conclude the assessment process.

Conclusion

Once a response to the concerns raised TfNSW has been addressed by the applicant, Council staff will be in a position to determine Development Application 2023/030.

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities

Objective 1.1.1 – Land Use planning supports population and business growth.

Recommendation:**That Council notes the progress of Development Application DA2023/030.**

10.12 Development Application DA2023/012-Solar Farm and Battery Storage

DA2023/012

Author: Manager Building and Regulatory Services

Purpose: Request to Modify Development Consent 2023/012

Background

On 25 October 2022, Carrathool Shire Council received a Development Application (DA2023/012) and supporting documentation from Acenergy Pty Ltd to construct a 4.95MW solar farm and associated battery storage infrastructure. The proposed site was Lot 6, DP 1287937, 2245 Tabbita Lane TABBITA NSW 2652.

Due to the cost of the development (circa \$7.09 Million), the proposal was Regionally Significant Development in accordance with Schedule 6 of State Environmental Planning Policy (Planning Systems) 2021. The Western Region Planning Panel approved the proposal on 31 July 2023, with the applicant being required to pay Section 7.12 contributions, which amount to \$70,904.00.

Issues

A consultant representing the applicant has written to Council enquiring as to their receptiveness for the lodgement of a modification to the development consent in regard to condition 10 of Development Consent 2023/012 which requires the applicant prior to the issuing of a Construction Certificate, to pay \$70,904.00 in accordance with Carrathool Shire Council Section 7.12 Fixed Levy Plan 2021.

The proposed modification would delete this condition and be replaced instead with a Voluntary Planning Agreement (VPA). The applicant proposes modified Condition 10 to read;

- Pay 30% (\$21,271) at the commencement of commercial operations of the development, and
- Pay 70% (\$49,633) at the start of the fifth year of operation.

The applicant is indicating the delay would allow the proposal to generate income from the development before paying the bulk of the contributions.

The main issue for Council to consider when considering a modification to condition 10 of DA2023/012, from Section 7.12 Contributions to a VPA is the timing of the payment of monies to Council. As the development consent currently stands the \$70,904.00 that is required to be paid in accordance with consent is to be paid prior to the issuing of a Construction Certificate, work cannot commence onsite until a Construction Certificate has been issued.

The applicant is requesting a VPA which will defer the payment of money over a longer period of time. The first payment of 30%, which would be at the commencement of commercial operation could take a number of years (Development Consent lasts for 5 years or when work has substantially commenced onsite). The second payment would then be not due until 5 years into commercial operation of the facility. This may be many years after the consent which has now been approved.

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities

Objective 1.1.1 – Land Use planning supports population and business growth

Recommendation:

That Council note that the Development Consent 2023/012 has been approved by the Western Regional Planning Panel subject to the conditions imposed at the time of consent, and refuse the request to modify condition 10 of Development Consent 2023/012.

10.13 Finance Report – Statement of Bank Balances – August 2023

FM:FR

Author: Director Corporate & Community Services

Purpose: Statement of Bank Balances – August 2023

Background

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

Statement of Bank Balances as at 31 August 2023				
CASHBOOK SUMMARY				Data for August 2023
Balance As at 1/08/2023 (Consolidated Funds)				\$274,881.83
		Add For August 2023	Total for 01/07/2023 to 30/06/2024	
Rates/Water/Debtor Receipts	\$934,031.55	\$2,300,542.43	\$3,234,573.98	
Investments Recalled	\$0.00	\$900,000.00	\$900,000.00	
RMS - RMCC, Block, Repair	\$1,371,388.33	\$104,834.40	\$1,476,222.73	
RMS - Bridge	\$0.00	\$0.00	\$0.00	
RMS - Flood Damage	\$0.00	\$17,600.00	\$17,600.00	
RMS - Regional Roads	\$0.00	\$0.00	\$0.00	
Grant - Roads to Recovery Program	\$0.00	\$0.00	\$0.00	
FAG - General & Local Roads	\$0.00	\$122,572.00	\$122,572.00	
All Other Misc Grant Payments	\$1,749,805.21	\$528,268.28	\$2,278,073.49	
Planning Receipts	\$5,765.00	\$48,195.00	\$53,960.00	
Plant / Property Trade-Ins & Sales	\$0.00	\$44,469.00	\$44,469.00	
Other Receipts	\$361,115.37	\$505,947.31	\$867,062.68	
Sub Total Receipts	\$4,422,105.46	\$4,572,428.42	\$8,994,533.88	\$4,572,428.42
LESS PAYMENTS				
		Add For August 2023	Total for 01/07/2023 to 30/06/2024	
Wages (Net of PAYG & Other Deductions)	(\$595,179.84)	(\$539,367.72)	(\$1,134,547.56)	
Plant Acquisitions	(\$387,758.10)	(\$230,773.38)	(\$618,531.48)	
Invested	(\$1,300,000.00)	(\$900,000.00)	(\$2,200,000.00)	
Other Creditors Payments	(\$2,406,588.30)	(\$2,940,436.18)	(\$5,347,024.48)	
Sub Total Payments	(\$4,689,526.24)	(\$4,610,577.28)	(\$9,300,103.52)	(\$4,610,577.28)
Cashbook Balance 31/08/2023				\$236,732.97
BANK STATEMENTS				
Opening Balance 01/08/2023 (CSC's CBA Main Transaction Account)				\$271,355.76
Less Bank Payments				(\$4,135,295.13)
Plus Bank Receipts				\$4,100,171.81
Total As Per Bank Statements				\$236,232.44
Plus Unpresented Deposits				\$8,419.96
Less Unpresented Cheques				(\$7,919.43)
Reconciliation Cash Book Balance to Bank Statements 31/08/2023				\$236,732.97

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 31 August 2023 and confirm payment of accounts as summarised in the reconciliation statement totalling \$4,610,577.28.

10.14 Finance Report – Investments Schedule – August 2023

FM:FR

Author: Director Corporate & Community Services

Purpose: Schedule of Investments – August 2023

Background

Details of Council’s investments as at 31 August 2023 are provided below:

CARRATHOOL SHIRE COUNCIL INVESTMENTS - 31 AUGUST 2023							
Last Month @ 31/07/23	Financial Institution	Date Raised	Interest Rate	Duration (Days)	Maturity Date	Current Month @ 31/08/23	Change
\$532,126.66	CBA	12-Jul-23	4.89%	90 Days	10-Oct-23	\$532,126.66	\$0.00
\$517,521.28	CBA	15-Jun-23	4.78%	90 Days	13-Sep-23	\$517,521.28	\$0.00
\$530,604.85	CBA	27-Jul-23	4.86%	92 Days	27-Oct-23	\$530,604.85	\$0.00
\$519,102.15	CBA	21-Aug-23	4.73%	92 Days	21-Nov-23	\$524,900.17	\$5,798.02
\$517,173.90	CBA	28-Aug-23	4.69%	91 Days	27-Nov-23	\$523,001.95	\$5,828.05
\$1,018,616.45	CBA	27-Jul-23	4.94%	123 Days	27-Nov-23	\$1,018,616.45	\$0.00
\$2,800,000.00	CBA	28-Jun-23	5.19%	120 Days	26-Oct-23	\$2,800,000.00	\$0.00
\$522,673.31	CBA	28-Aug-23	4.69%	91 Days	27-Nov-23	\$528,563.34	\$5,890.03
\$524,265.34	CBA	05-Jul-23	4.85%	90 Days	03-Oct-23	\$524,265.34	\$0.00
\$5,699,814.91	CBA	19-Jun-23	4.86%	91 Days	18-Sep-23	\$5,699,814.91	\$0.00
\$522,148.10	CBA	25-Jul-23	5.09%	150 Days	22-Dec-23	\$522,148.10	\$0.00
\$515,868.82	CBA	16-May-23	4.54%	120 Days	13-Sep-23	\$515,868.82	\$0.00
\$505,091.78	CBA	07-Aug-23	4.77%	92 Days	07-Nov-23	\$510,682.94	\$5,591.16
\$518,543.91	CBA	27-Jun-23	4.84%	92 Days	27-Sep-23	\$518,543.91	\$0.00
\$516,211.50	CBA	03-Aug-23	4.76%	90 Days	01-Nov-23	\$523,630.80	\$7,419.30
\$518,009.12	CBA	30-Aug-23	4.68%	90 Days	28-Nov-23	\$523,859.08	\$5,849.96
\$520,448.41	CBA	03-Jul-23	4.87%	92 Days	03-Oct-23	\$520,448.41	\$0.00
\$512,948.02	CBA	01-Aug-23	4.93%	120 Days	29-Nov-23	\$518,563.75	\$5,615.73
\$518,662.49	Bendigo Bank	07-Aug-23	4.55%	122 Days	07-Dec-23	\$525,683.62	\$7,021.13
\$97,046.27	Bendigo Bank	03-Apr-23	4.05%	275 Days	03-Jan-24	\$97,046.27	\$0.00
\$25,591.17	Bendigo Bank	12-Jun-23	4.55%	122 Days	12-Oct-23	\$25,591.17	\$0.00
\$518,872.01	Westpac	03-May-23	4.49%	124 Days	04-Sep-23	\$518,872.01	\$0.00
\$500,000.00	Westpac	25-Jul-23	5.16%	155 Days	27-Dec-23	\$500,000.00	\$0.00
\$505,280.55	Westpac	09-Jun-23	4.76%	94 Days	11-Sep-23	\$505,280.55	\$0.00
\$1,000,000.00	Westpac	28-Aug-23	4.93%	154 Days	29-Jan-24	\$1,023,086.58	\$23,086.58
\$532,645.58	NAB	04-Aug-23	4.84%	90 Days	02-Nov-23	\$540,326.63	\$7,681.05
\$517,178.53	NAB	04-Jul-23	4.93%	122 Days	03-Nov-23	\$517,178.53	\$0.00
\$504,901.10	NAB	08-Aug-23	4.84%	92 Days	08-Nov-23	\$510,297.05	\$5,395.95
\$0.00	NAB	31-Aug-23	4.80%	90 Days	29-Nov-23	\$500,000.00	\$500,000.00
\$507,303.29	NAB	20-Jul-23	4.84%	90 Days	18-Oct-23	\$507,303.29	\$0.00
\$520,637.55	NAB	18-Jul-23	4.84%	90 Days	16-Oct-23	\$520,637.55	\$0.00
\$505,063.02	NAB	19-May-23	4.40%	123 Days	19-Sep-23	\$505,063.02	\$0.00
\$513,647.73	NAB	21-Mar-23	4.53%	184 Days	21-Sep-23	\$513,647.73	\$0.00
\$2,000,000.00	NAB	28-Jun-23	4.84%	92 Days	28-Sep-23	\$2,000,000.00	\$0.00
\$516,180.14	NAB	11-Aug-23	4.93%	122 Days	11-Dec-23	\$523,685.26	\$7,505.12
\$1,014,432.88	NAB	27-Jun-23	4.93%	122 Days	27-Oct-23	\$1,014,432.88	\$0.00
\$519,484.12	NAB	16-Aug-23	4.80%	90 Days	14-Nov-23	\$525,056.13	\$5,572.01
\$528,303.38	NAB	15-May-23	4.40%	123 Days	15-Sep-23	\$528,303.38	\$0.00
\$513,449.69	NAB	04-Aug-23	4.93%	122 Days	04-Dec-23	\$520,853.92	\$7,404.23
\$1,561,256.24	IMB	31-May-23	4.75%	154 Days	01-Nov-23	\$1,561,256.24	\$0.00
\$525,381.48	IMB	15-Aug-23	4.90%	122 Days	15-Dec-23	\$532,817.43	\$7,435.95
\$500,000.00	IMB	07-Jun-23	4.85%	92 Days	07-Sep-23	\$500,000.00	\$0.00
\$500,000.00	IMB	26-Apr-23	4.45%	152 Days	25-Sep-23	\$500,000.00	\$0.00
\$500,000.00	IMB	25-Jul-23	5.35%	181 Days	22-Jan-24	\$500,000.00	\$0.00
\$506,684.93	IMB	01-Jun-23	4.80%	183 Days	01-Dec-23	\$506,684.93	\$0.00
\$2,000,000.00	IMB	28-Jun-23	5.05%	92 Days	28-Sep-23	\$2,000,000.00	\$0.00
\$543,104.96	IMB	13-Jun-23	4.90%	122 Days	13-Oct-23	\$543,104.96	\$0.00
\$514,169.22	IMB	17-Aug-23	4.75%	91 Days	16-Nov-23	\$520,130.77	\$5,961.55
\$518,214.66	IMB	05-Jul-23	5.10%	121 Days	03-Nov-23	\$518,214.66	\$0.00
\$524,495.24	IMB	17-Jul-23	5.10%	123 Days	17-Nov-23	\$524,495.24	\$0.00
\$519,600.47	IMB	25-Jul-23	5.10%	119 Days	21-Nov-23	\$519,600.47	\$0.00
\$522,037.71	IMB	17-Aug-23	4.85%	119 Days	14-Dec-23	\$529,366.26	\$7,328.55
\$38,404,792.92						\$39,031,177.29	\$626,384.37

ON CALL INVESTMENTS							
\$2,881,831.97	CBA	Variable	0.85%	N/A	On Call A/c	\$2,390,856.10	(\$490,975.87)
Movements On Call Funds		CBA					
01-Aug-23	Interest	\$9,024.13					
During Month	From On Call	(\$900,000.00)					
During Month	To On Call	\$400,000.00					
	On Call - Net Change for Month	(\$490,975.87)					
\$2,881,831.97						\$2,390,856.10	(\$490,975.87)
\$41,286,624.89						\$41,422,033.39	\$135,408.50
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 1/8/23	CLOSING 31/8/23	VARIATION AUGUST
IBDs	38,404,792.92	39,031,177.29	626,384.37
On Call Funds	2,881,831.97	2,390,856.10	(490,975.87)
TOTAL	41,286,624.89	41,422,033.39	135,408.50

Analysis – Change During Month:

	VARIATION – AUGUST 2023
ADD – Interest Incorporated in IBDs Rolled Over	126,384.37
ADD – New IBDs	500,000.00
LESS – IBDs recalled	0
ADD – Interest from On Call Funds	9,024.13
LESS – On Call Funds recalled	(900,000.00)
ADD – Funds applied to On Call Funds	400,000.00
TOTAL VARIATION	135,408.50

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 10/2023) \$25,591.17

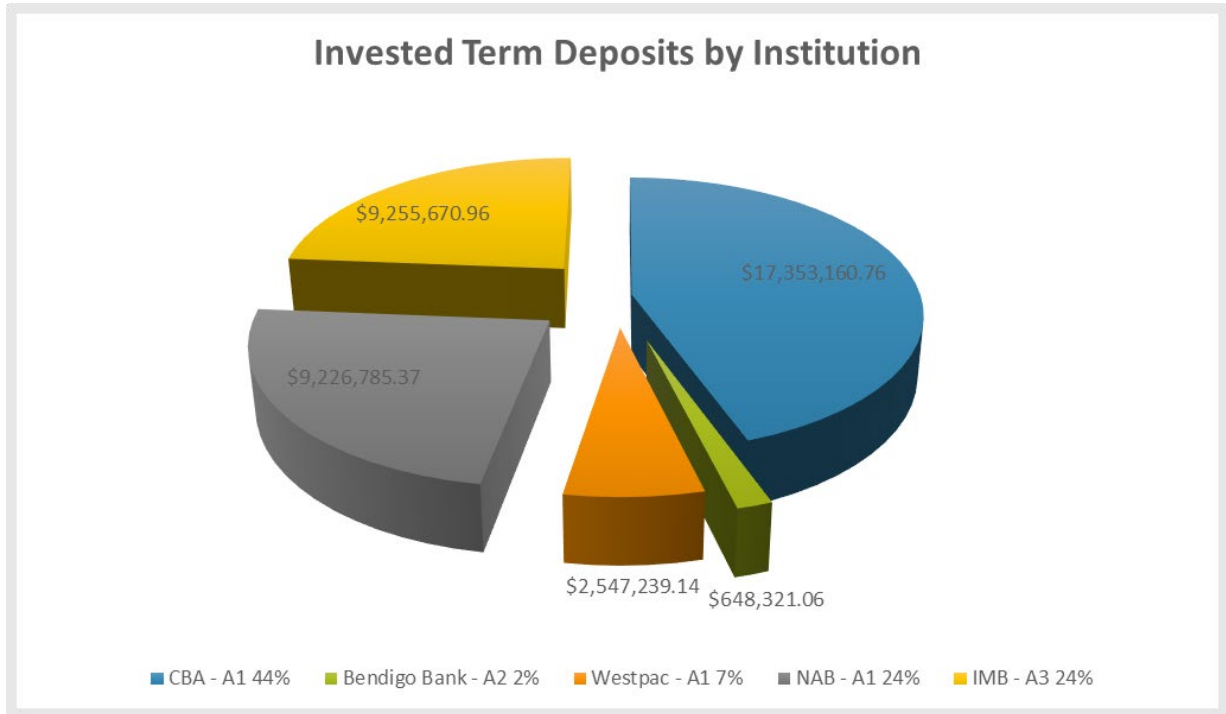
Compliance with Policy Limits:

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:

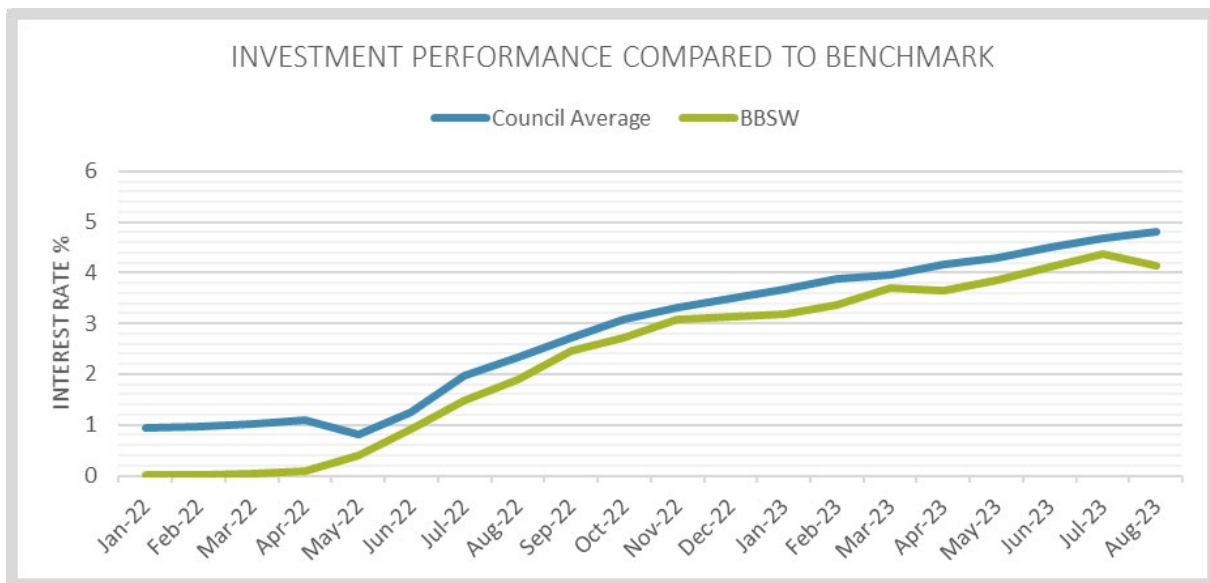
S&P Long Term Credit Rating*	S&P Short Term Credit Rating*	Portfolio Maximum
AAA Category	A1 +	50%
AA Category or Major Bank** (see note below)	A1	50%
A Category	A2	30%
BBB Category	A3	30%
NSW Treasury Corp Hour Glass Facility	Unrated	30%
Unrated Authorised Deposit Taking Institution	Unrated	10%

*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 31 August 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.

10.15 Draft Annual Financial Statements (AFS)

FM:AUD:REP

Author: Director Corporate & Community Services

Purpose: Overview of Annual Financial Statements for 2022/23

Separately Circulated: [Principal Documents of the Draft Annual Financial Statements for 2022/23](#)**Background**

Council are required to complete a report on the results of Council's Annual Financial Statements (AFS) for 2022/23. A draft report has been completed and is now ready for audit.

Section 413 of the *Local Government Act 1993*, requires that:

1. *A Council must prepare financial reports for each year, and must refer them for audit as soon as practicable (having regard to the requirements of section 416 (1) after the end of that year. **Note:** Under section 416 (1), a Council's financial reports for a year must be prepared and audited within four (4) months after the end of the year concerned and under section 428 (2)(a) the audited financial reports must be included in the Council's Annual Report.*
2. *A Council's financial report must include:*
 - *a general purpose financial report, and*
 - *any other matters prescribed by the regulations, and*
 - *a statement in the approved form by Council as to its opinion on the general purpose financial report*
3. *The general purpose financial report must be prepared in accordance with the Act and the Regulation and the requirements of:*
 - *the publications issued by the Australian Accounting Standards Board, as in force for the time being, subject to the regulations, and*
 - *such other standards as may be prescribed by the regulations.*

The external auditor is scheduled to be on site on Monday 18 September 2023.

The documents from the draft AFS are provided as attachments to this report and these will provide a "consolidated" global summary, including water and sewer, for 2022/23

Consolidated General Purpose Statements (All Funds)

Income / Expenditure Statement;

Statement of Financial Position;

Statement of Changes in Equity;

Statement of Cash Flows;

Water & Sewer Special Purpose Financial Statements

Greater (formal written) clarification on the overall financial result for 2022/23 will, as in prior years, be presented by the external auditor to the Council. In the meantime, senior staff will be able to provide a verbal analysis to this meeting of Council.

Financial implications

Council budgeted \$40,000 for the 2022/23 external audit.

Financial results determine Council's ability to provide goods, services and facilities and to carry out activities appropriate to the current and future needs of the local community.

Statutory implications (Governance including Legal)*Local Government Act 1993**Australian Accounting Standards and Professional Pronouncements**Local Government Code of Accounting Practice and Financial Reporting*

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 5 – Civic Leadership & Governance

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

Recommendation:

That Council:

1. refer the 2022/23 draft Annual Financial Statements for audit.
2. the Statement of Councillors and Management be signed in accordance with sections 413 (1), (2) and (3) *Local Government Act 1993*.

10.16 Delivery Program Performance Report

CM:POL:SCBP

Author: Director Corporate & Community Services

Purpose: To provide Council with a report on progress against the Delivery

Program Separately Circulated: [Delivery Program Performance Report](#)**Background**

The Delivery Program (DP) is the statement of commitment to the community from each newly elected council and it translates the community's strategic goals into clear actions.

It is the primary reference point for all activities undertaken by council during its term of office.

The Delivery Program allows council to determine:

- what is achievable over the term
- what the priorities are
- how programs will be scheduled.

Importantly, the Delivery Program allows council to demonstrate how its 'business-as-usual' activities help achieve Community Strategic Plan (CSP) objectives (e.g., garbage collection achieves a safe and healthy environment objective).

(Office of Local Government NSW, 2022)

Council is required to report on progress with respect to principal activities in the Delivery Program at least every six months.

These progress reports are to be received in the months of February and August each year as this aligns with the outgoing report from one Council to another at the end of a Council term, and for Annual Reporting Requirements.

The report has been completed and is attached for your reference.

Financial implications

Nil

Statutory implications (Governance including Legal):

Local Government Act 1993, s404 5

Policy implications:

Nil

Risk implications:

Nil

Community Strategic Plan:

This report covers all the objectives within the Community Strategic Plan

Recommendation:

That Council note the Delivery Program progress report for August 2023.

10.17 Financial Assistance Grant

GS:PRO:FAG

Author: Director Corporate & Community Services

Purpose: To provide information from the Grants Commission on the Financial Assistance Grant for the 2023/24 financial year

Background

The NSW Local Government Grants Commission has informed Council of its entitlement for the 2023/24 financial assistance grants (including adjustments). These are detailed below (with comparison to 2022/23 grants received):

Component	2022/23 - \$	2023/24 - \$	Variation - %
General Purpose	4,628,571	5,320,845	+14.96
Local Roads	2,733,512	3,043,940	+11.36
Total FAG Grant	7,362,083	8,364,785	+13.62

Council provided the following votes in the 2023/24 Operational Plan:

- General purpose component \$4,500,000
- Local roads component \$2,700,000

Therefore, there is an increase in estimated income of \$820,845 for the general purpose component and an increase of \$343,940 for the local roads component. This provides an overall increase of \$1,164,785 against original budget estimates. It is proposed that the roads component increase of \$343,940 be transferred to the roads reserve and the general component increase of \$820,845 be transferred to the development reserve.

Financial Implications

The financial assistance grant provides Council with approximately 25% of its annual income.

Statutory Implications

Nil

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

Recommendation:**That Council**

1. **note the overall increase in the Financial Assistance Grant of \$1,164,785 for 2023/24 against the original budget estimate.**
2. **transfer the amount of \$343,940 to the roads reserve and the amount of \$820,845 to the development reserve.**

10.18 Outstanding Rates and Sundry Debtors

RCV:NOT:REP

Author: Director Corporate and Community Services

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

Background

This report provides an update on rates, annual charges and debtor arrears at 30 June 2023. The Office of Local Government issued guidelines during the COVID pandemic regarding the processes that could be undertaken to collect outstanding debts. The effects of the suspension of debt collection during COVID has meant that Council's *Rates and Outstanding Charges* percentage continues to sit at around 10%.

Council has recently completed a s713 sale of land for unpaid rates process which resulted in the payment of \$88,044.50 in rates outstanding on affected properties (mostly in July and August 2023). The impact of these payments is not reflected in the below tables. Any costs associated with debt recovery are on-charged to the relevant customer.

Council addresses hardship requests on a case-by-case basis in accordance with both the Recovery of Outstanding Debts and Hardship Assistance for Rates and Annual Charges policies. Rates are a major source of Council revenue and there is an expectation by the community that all ratepayers should meet their obligations.

The following tables show debt levels in rates and sundry debtors for the 2022/23 financial year together with comparative figures for the 2021/22 financial year.

Rates 2021/22		Rates 2022/23		
Fund	Outstanding \$	Fund	Outstanding \$	Variation
General	275,366.47	General	289,199.92	13,833.45
Water	177,955.68	Water	185,170.16	7,214.48
Sewerage	96,009.62	Sewerage	95,068.67	-940.95
Sullage	2,046.63	Sullage	3,453.04	1,406.41
Garbage	32,014.40	Garbage	28,552.20	-3,462.20
Tipping Charges	77,130.67	Tipping Charges	81,340.31	4,209.64
Water Consumption	194,129.07	Water Consumption	169,632.71	-24,496.36
Legal Fees	37,990.16	Legal Fees	60,576.57	22,586.41
Total	892,642.70	Total	912,993.58	20,350.88

Debtors 2021/22		Debtors 2022/23		
Debtor Type	Outstanding \$	Debtor Type	Outstanding \$	Variation
Other/Govt	257,003.78	Other/Govt	58,098.64	-198,905.14
Private	126,874.55	Private	137,334.19	10,459.64
Total	383,878.33	Total	195,432.83	-188,445.50

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

Financial implications

Outstanding rates, charges and interest reduce Council's cash flow. Additionally, they are a performance measure reported in the annual financial statements.

Statutory implications (Governance including Legal)

Local Government Act 1993

Policy implications

Rates – Recovery of Outstanding Debts Policy

Rates – Hardship Assistance for Rates and Annual Charges Policy

Risk implications

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

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 report on outstanding rates and sundry debtors.

10.19 Disability Inclusion Action Plan Review

CM:PLN:SCBP

Author: Director Corporate and Community Services

Purpose: Review of the existing Disability Inclusion Action Plan

Separately Circulated: [Draft Disability Inclusion Action Plan](#), [Current Disability Inclusion Action Plan](#)

Background

In 2014 the *NSW Disability Inclusion Act 2014* required all NSW government agencies and local councils to develop Disability Inclusion Action Plans (DIAPs) in consultation with people with disability. These plans are to outline the measures put in place so that people with disability can access general supports, available services and are able to participate fully in the community.

This interim Disability Inclusion Action Plan sets out a roadmap for Council and our community to work together to build a more inclusive and accessible Carrathool Shire for people with disability, recognising that this will benefit everyone in our community.

All existing Integrated Planning and Reporting documentation is due for a comprehensive review following the council elections in 2024 (by 30 June 2025). The inclusion of our Disability Inclusion Action Plan in this review cycle will enable the development of a more holistic plan that is embedded with all project planning over each four year term of Council.

The current Disability Inclusion Action Plan was last adopted by Council in June 2017 and is outdated given events such as the COVID-19 pandemic which have occurred in the interim. This review is designed to update Carrathool Shire's Disability Inclusion Action Plan to reflect current circumstances. A more comprehensive review, including community engagement, will be undertaken in conjunction with Council's Integrated Planning and Reporting reviews following the 2024 council elections.

Issues

The Disability Inclusion Action Plan was last adopted by Council in June 2017. The DIAP is due for review every four years, ideally during the review of Integrated Planning and Reporting strategies and plans.

Financial implications

Some actions and outcomes detailed in this Disability Inclusion Action Plan will result in operational expenditure which will be included in the appropriate year's budget.

Statutory implications (Governance including Legal)

NSW Disability Inclusion Act 2014

Commonwealth Disability Discrimination Act 1992

Office of Local Government Integrated Planning & Reporting Guidelines 2021

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Community Strategic Plan All Goals.

Recommendation:

That Council:

1. **approve the draft Disability Inclusion Action Plan and place the document on public exhibition for a period of 28 days.**
2. **adopt the Disability Inclusion Action Plan after the exhibition period if no submissions are received.**

10.20 Draft Policies for Review

CM:POL:CWP

Author: Director Corporate & Community Services

Purpose: Review and change policies and approve the listed draft policies for public exhibition

Separately Circulated: [Booklet of draft policies](#)

Background

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

Issues

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

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

- Records Management Policy 083
- Bush Fires Selection of Council Plant Policy 029
- Urban and Rural Water Supply Policy 041
- Keeping of Domestic Animals Policy 059
- Development Applications - Determination by Council Policy 110
- Placement of Outdoor Eating Areas Policy 111
- Service Agreement for Issue of Certificates Policy 119
- Councillor Interaction with Staff and Access to Information Policy 123
- Levee Banks Policy 130
- Complaints Management Policy 150
- Communication Devices, Internet and Email Acceptable Use Policy 151
- Rural Address Policy 163
- Delegations Policy 164

It is proposed that the following policies be cancelled, due to policy statements being covered by government legislation or are no longer relevant.

- Kerb and Gutter Construction Contribution Policy 044
- Swimming Pool Inspection Program Policy 148

Financial Implications

Nil

Statutory Implications

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

Policy Implications

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

Risk Implications

Council will not meet its governance requirements

Community Strategic Plan

Goal 5 Leadership and Civic Governance

Recommendation:

That Council

1. approve the draft list of policies below go on public exhibition for a period of 28 days:
 - **Records Management Policy 083**
 - **Bush Fire Selection of Council Plant Policy 029**
 - **Urban and Rural Water Supply Policy 041**
 - **Keeping of Domestic Animals Policy 059**
 - **Development Applications – Determination by Council Policy 110**
 - **Placement of Outdoor Eating Areas Policy 111**
 - **Certificates Issue Service Agreement Policy 119**
 - **Councillor Interaction with Staff and Access to Information Policy 123**
 - **Levee Banks Policy 130**
 - **Complaints Management Policy 150**
 - **Communication Devices, Internet and Email Acceptable Use Policy 151**
 - **Rural Address Policy 163**
 - **Delegations Policy 164**
2. That the following policies be cancelled:
 - **Kerb and Gutter Construction Contribution Policy 044**
 - **Swimming Pool Inspection Program Policy 148**
3. adopt the reviewed policies after the exhibition period if no public submissions are received.

10.21 Community Development Officer Report – September 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 and future proposals for Council consideration.

Issues**Small Business Month 2023**

Small Business Month will be held in October 2023. A grant application has been successful for \$1500.00 to hold a free online half day Xero workshop for small businesses throughout the Shire. Attendees will participate from their home/office and receive a workbook. This will be held on 16 October, currently it is at capacity and there is a waiting list.

Visit Riverina

The CDO attended the Visit Riverina meeting in Coolamon on 8 August. Visit Riverina will be attending the Canberra Caravan Show in October. The CDO will not be attending this year. As with last year each Council is able to showcase one product, Black Garlic will be the Shire's product as well as a display of Biji Barbs which are made in Hillston.

Kidman Way Promotional Committee

The CDO met online with the committee on 17 August. Murrumbidgee has taken on the secretariat role for the next 2 years. The committee focus at present is updating the brochure, social media and funding sources. Due to the forecasted budget and the need to update the brochure, the committee will not be attending caravan shows in 2024.

International Women's Week 2024 Grant

International Women's Week 2024 is 4-10 March, which coincides with the Lake Woorabinda festival. An application has been submitted for \$10,000 to hold a laughter workshop with Melbourne comedian and media personality Tracey Bartram under the marquee at the Lake Festival. The morning will also include morning tea.

Lake Woorabinda Festival 2024

A grant application has been submitted for the Lake Woorabinda Festival, including live music, fireworks, lantern workshops, children's entertainers and staging equipment through Create NSW.

An application was submitted for elements of the Lake Woorabinda Festival through the Destination NSW Regional Event Fund – Incubator Stream however notification has been received by Council that this funding opportunity has been withdrawn by Destination NSW.

Australia Day 2024

Preparations have commenced for the Australia Day event. The event next year will be held in Hillston with a marquee, table, chairs and food in the Lions Park (same location as Lake Woorabinda), the Lions Club have been approached to cater with a BBQ and salads, the pool will be open for free with a water slide and free icecream.

Spring Holiday Break Program

An application has been submitted to host a disco with a DJ and body marbling during the Spring Holidays. The outcome has yet to be notified. The Holiday Break Program is targeted at youth aged 12-24 years.

Information Distributed to the Community

- Hidden Treasures Honour Roll Information
- Nominations Open for NSW Women of the Year Awards 2024
- Small Business Month – Free Online Xero Workshop
- Women Leaders in Sports Grants
- Western Region Sport & Active Recreation Transport Program
- ClubGrants Category 3 Infrastructure Grants
- Gone Fishing Grants
- Regional School Alumni Events 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 September 2023.

10.22 Hillston Water Tower Mural Project

GS:PGM:SCCF5

Author: Community Development Officer

Purpose: To recommend to Council the preferred artist with whom to negotiate the Hillston Water Tower Mural project.

Background

As part of the process to select a preferred artist to work with for the Hillston Water Tower Mural a sunset committee was formed of interested Councillors, relevant staff involved with the project and Mrs Pam Vagg as the representative for the community art groups. The purpose of the committee was to review the submissions and make a recommendation to Council as to the preferred artist.

The committee met twice during August 2023 to review the 17 submissions received. The committee was able to narrow the submissions to a final three, Geoffrey Carran, Janne Krimson Birkner and Brightsiders. With further consideration given to the nature of work previously undertaken, cost of the work and final product the committee recommends to Council that Janne Krimson Birkner be selected as preferred artist. This artist has painted similar structures at Lockhart, Milbrulong and Tottenham. Several of the committee members took the opportunity to travel to Tottenham to see firsthand the nature of the work.

Should Council endorse the preferred artist, work can commence on the subject matter to be painted on the tower and other various logistics to ensure a sound final product.

Financial implications

Project is grant funded under Round three (3) of the Local Road and Community Infrastructure Program.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Council will need to progress the project to meet the program expectations, 30/06/24.

Community Strategic Plan

Goal 1 – Thriving and liveable communities

Recommendation:

That Council:

1. **endorse Janne Krimson Birkner as the preferred artist for the Hillston Water Tower Mural project.**
2. **liaise with Janne Krimson Birkner to progress the project.**

10.23 Youth Mural Project

GS:PGM:CYPWRI

Author: Community Development Officer

Purpose: To present to Council the draft murals to be installed at the Hillston Skate Park, Goolgowi Activity Wall and Rankins Springs Bus Stop.

Attachment: The Draft Murals

Background

Council received funding through the Children and Young People Wellbeing Recovery Initiative to engage an artist to paint 3 youth murals in Carrathool Shire. Locations chosen were the Hillston Skate Park, Goolgowi Activity Wall and Rankins Springs Bus stop.

Luke Vineburg an artist from Wagga has been engaged to complete the project. Design sessions were held in each location with the Youth from each area invited to submit their ideas for the murals.

The artist has completed his draft artworks, using the suggestions and ideas from those who attended the design workshops. The draft artworks and artist notes are attached for Council's review.

Issues

Nil

Financial implications

Grant funding

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 1 – Thriving and liveable communities

Goal 3 – Resilient and welcoming

Recommendation:

That Council approve the three (3) draft designs for the Youth Mural Project.

ATTACHMENT

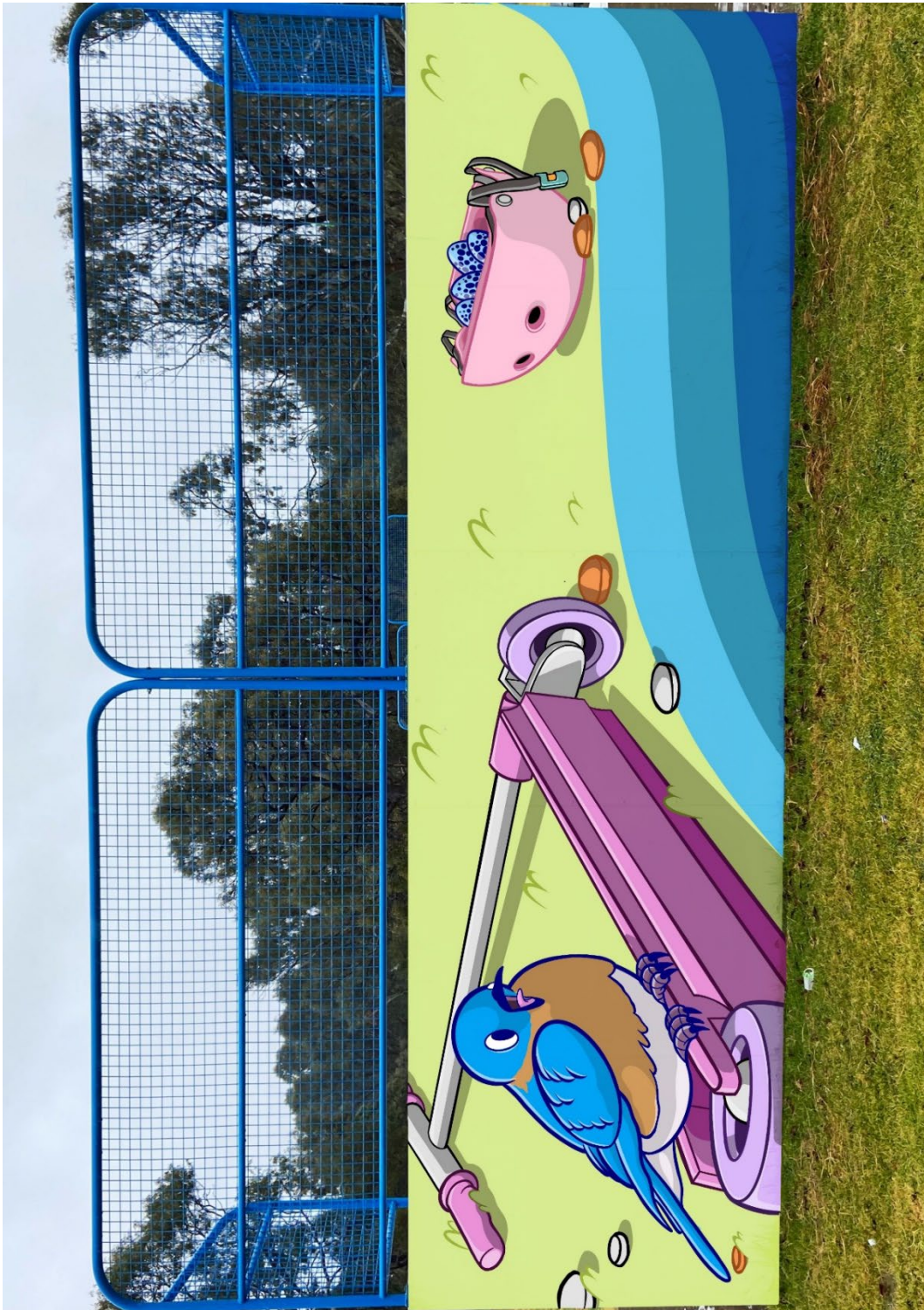
Hillston skatepark

The blue bird sits upon a scooter excitedly watching over its pile of eggs. The blue bird has chosen a helmet as a safe spot for its eggs to rest, this symbolises the skatepark as a nursery for kids in the area to play and develop in an environment with healthy challenges and varying levels of risk depending on the gall of each individual user.

The eggs nestled safely inside the helmet acts as a timely reminder for users of the skatepark to protect what's important and always wear a helmet while riding the skatepark.

The blue waves represent the waterways of the area, the Hillston lake which sits meters from the skatepark & the Lachlan River which runs through the Hillston Carrathool area.

The green grassed area symbolises the great outdoors and the relationship the town of Hillston has with nature and the great outdoors.



Goolgowi Activity Wall

The Goanna infamous for stealing eggs from Chook pens in the area is up to his old tricks, or is he....? This guy looks too cute to be stealing, it looks as though he has gathered up all the sports equipment from the park for the forgetful children.

The goanna has put on a helmet and some pads before he has a quick scooter ride on the adjacent skatepark.



Rankin Springs Bus Stop

I combined mechanical gears and wheat heads to represent the farming and working of the land. The gears also symbolise community and the wheat heads are the members of the community working or meeting together. The repeating curves symbolise the rows of crop or orchards from the area.



11. Committee Reports

12. Closed Council Reports

12.1 Sale of Land for Overdue Rates and Charges

RCV:NOT:SLOR

Author: General Manager

Purpose: To provide an updated report on the sale of land for overdue rates and charges.

Background

Council resolved at its March 2023 meeting to sell the land for overdue rates and charges.

Issues

Council is asked to consider this report on the sale of land for overdue rates and 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:

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

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

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

12.2 Water Leak on Assessment Number 595-101

WS:FCW

Author: Director Corporate and Community Services

Purpose: To provide a report on a water leak on assessment number 595-101.

Background

Council have received a request to provide some relief on water usage charges due to a leak.

Issues

Council is asked to consider this report on the sale of land for overdue rates and charges in Closed Council under the provisions of section 10A (b) of the *Local Government Act 1993*.

Financial implications

Nil

Statutory implications (Governance including Legal)

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

- (b) *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 (b) of the *Local Government Act 1993*.

12.3 User Agreement – Lake Woorabinda

CP:MTN:LW

Author: General Manager

Purpose: To inform Council of progress towards an agreement with the Hillston Aquatic Club.

Background

Council resolved at its March 2023 meeting consider a new agreement for Lake Woorabinda.

Issues

Council is asked to consider this report User Agreement for Lake Woorabinda 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 Tender 2022-004 – Drilling, Blasting & Crushing Gravel – New Panel Member

TND2022-004

Author: Director Infrastructure Services

Purpose: For Council to determine the inclusion of a new supplier onto the panel for the gravel production contract.

Background

At the February 2023 Council meeting, Council resolved to select the open tender method for the Drilling, Blasting, Crushing of Gravel. At the June Ordinary meeting, Council approved four (4) contractors for inclusion onto the panel.

Issues

Council is asked to consider this report Tender 2022-004 – Drilling, Blasting & Crushing Gravel – New Panel Member 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*.

12.5 Unauthorised Building Work – Hillston

LE:INF:BLD

Author: Manager Building and Regulatory Services

Purpose: To update Council on the progress with unauthorised building work carried out in Hillston.

Background

Council resolved at its June 2023 meeting to continue with the next process in response to unauthorised building work identified in Hillston.

Issues

Council is asked to consider this report on the unauthorised building work 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 **Goolgowi Council Chambers** on **17 October 2023** commencing at **10.00am**.