



ORDINARY MEETING AGENDA

17 December 2024

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



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Definitions

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

Council's Vision & Goals

Motto

Council's Motto is:

"Promoting our future through diversity"

Vision

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

"Carrathool Shire Council's VISION is to have a connected and thriving community enjoying active and fulfilling lives while protecting and appreciating our environment and unique way of life."

The vision is the long term planning focus of Council.

Mission

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

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

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

Values

We value:

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

ORDINARY COUNCIL MEETING AGENDA
OF THE CARRATHOOL SHIRE COUNCIL TO BE HELD
AT THE GOOLGOWI COUNCIL CHAMBERS
TUESDAY, 17 DECEMBER 2024 COMMENCING AT 10.00 AM

Recording of Meeting

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

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

1. Present

2. Apologies

3. Declaration of Pecuniary and Conflicts of Interest

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

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

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

4. Confirmation of the Previous Minutes

Ordinary Council Meeting 19 November 2024

5. Business Arising

6. Motions & Questions (notice given)

6.1 Notice of Motion – Construction of Shelter Alan James Park Rankins Springs

PR:PLN:PR

Author: General Manager

Purpose: To advise Council that Councillor Jamie Parsons has given notice of his intention to move the following motion at the December 2024 meeting of Council

That Council consider in the 2025/26 budget the construction of a shelter structure at Alan James Park in Rankins Springs

Councillor note:

I have been requested by a member of the local community to raise this issue at Council after they have seen a structure of this type in Coolamon and other towns in NSW. It is envisaged the structure would encourage people passing Rankins Springs to “Stop, Revive and Survive”.

I have included a photo of the proposed structure.



7. Presentations/Public Addresses (where scheduled)

Parts of the Meeting that can be Closed to the Public

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

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

Matters & Information

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

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

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

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

8. Mayoral Report

8.1 Mayors Report

GOV:MCCC:MRPC

Author: Mayor Darryl Jardine

Purpose: To inform the Council of the Mayor’s activity since the meeting held on 19 November 2024.

Background

At the time of writing my report I have been invited to attend the Annual Presentation at the Hillston Central School on 10 December and for St Joseph’s Parish School on 13 December – I am hoping to be able to attend both functions.

On 12 December the Annual staff meeting was held at Goolgowi, several staff members have reached 20 years with the Council and one employee clocking over 40 years.

Many thanks to Cr Lyall and Cr Furner for attending the annual Local Government NSW (LGNSW) conference held at Tamworth. Unfortunately for many rural Councils the event being held in November clashes with one of the busiest times of the year for rural communities.

Thank you to my fellow Councillors for your support over the year and the co-operative manner in which this Council makes decisions for the good of our community.

I wish all Councillors, staff and the broader Carrathool Shire community a merry Christmas and a prosperous New Year. If you are travelling, be safe and take care.

Recommendation:

That Council note the mayor’s report to the December 2024 meeting.

9. Delegates Report

Nil

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

0619/ 15.08.23 – Creation of Shovel Ready Project List

Responsible Officer: CD&PM

| 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. | Report this meeting. |

0780/ 20.02.24 – Hillston Eastern Levee Feasibility Study – Update

Responsible Officer: DIS

| DECISION | ACTION TAKEN |
|---|----------------------------------|
| 3. staff bring a further report to Council in relation to the scope of the new grant application. | Pending – report to be provided. |

0781/ 20.02.24 – Hillston Boat Ramp Options

Responsible Officer: DIS

| DECISION | ACTION TAKEN |
|--|------------------------------|
| 2. approve staff to further develop costs and design to bring back to Council for consideration. | See information this meeting |

0829/ 19.03.24 – Real Café – Cordatos Building Status

Responsible Officer: CD&PM

| DECISION | ACTION TAKEN |
|--|--|
| 1. Staff provide a cost of the demolition of the building beyond the rear of the two smaller shops. | |
| 2. Obtain prices for additions to provide for shop space on the original footprint of the larger shop, steel and lined construction. | Cost Schedules have been developed. Tender expected to be let in 2025. |

0860/ 16.04.24 – Goolgowi Residential Land

Responsible Officer: GM

| DECISION | ACTION TAKEN |
|---|----------------------|
| 2. General Manager obtain firm costings and time frames for the potential development and report this back to Council | Report this meeting. |

0862/ 16.04.24 – Water Issues – Purchase Additional Supply

Responsible Officer: GM / MW&S

| DECISION | ACTION TAKEN |
|--|--|
| 1. Purchase 200ML of water from the Lachlan River that can be used by Council for its operations along the length of the Lachlan River within the Carrathool Shire Council area. Such purchase to be funded from Councils Development Reserve Funds. | Active order placed with Water Broker. |
| 2. review the internal restrictions and unallocated cash at the end of this financial year with a view to identify sufficient funds to purchase 200ML of Murrumbidgee Water. | Report this meeting. |

0935/ 16.07.24 – Flood Damage

Responsible Officer: DIS

| DECISION | ACTION TAKEN |
|---|----------------------|
| 2. Complete as a priority all flood works prior to December 2024. | Report this meeting. |

0899/ 25.06.24 – Roads to Recovery – Advice of Funding (1.07.2024 to 30.06.2029)

Responsible Officer: GM

| DECISION | ACTION TAKEN |
|---|----------------------|
| 2. consider projects at the December 2024 meeting for current and future financial years. | Report this meeting. |

0025/ 15.10.24 – Development Applications – October 2024

Responsible Officer: MB&RS/DIS

| DECISION | ACTION TAKEN |
|---|----------------------|
| 2. a site inspection be carried out on the driveway intersection with Tabbita Lane to ensure compliance with the conditions of the recent DA – 2024/14 approved by Council and a report be brought back to the Council following this inspection. | Report this meeting. |

That Council note the update on the action report for December 2024.

10.2 Precis of Correspondence

GOV:MCCC:MRPC

Author: General Manager

Purpose: Matters for consideration by the Council

Information Items: 10.2.3 Hillston Bluebirds RLFC
 10.2.4 Rankins Springs Golf Club

10.2.1 Griffith Cycle Club – Annual Race

Informing Council that the club would like to hold a race event on Sunday 18 May 2025 starting at Beelbangera and proceeding along the Rankins Springs Road for approximately 32 kilometres and then returning to Beelbangera. The race will commence at 10am and should be concluded by 1pm on the day.

The club has provided a satisfactory Traffic Control Plan within the Event Management Plan and have sought police permission and also seek the permission of Council for the race to be conducted along the road.

The club have indicated their insurance is current to February 2025 and a new certificate of insurance currency will be provided following renewal.

Recommendation:

That Council approve the Griffith Cycle Club event to be held on 18 May 2025 along the Rankins Springs Road from Beelbangera subject to compliance with the Traffic Control Plan provided and production of a current certificate of Public Liability Insurance.

10.2.2 Minister for Lands and Property – Hon. Stephen Kamper MP

Informing Council that it has been appointed crown land manager for crown lands reserve 65264 which forms the Goolgowi Golf Club. The notice was published in the NSW Government Gazette of 16 August 2024.

Recommendation:

That Council note it has been appointed as Crown Land Manager of crown reserve 65264.

10.2.3 Hillston Bluebirds RLFC – Request Sponsorship

The club has written to Council seeking sponsorship for the 2025 Season. They are offering the following levels of sponsorship.

| | |
|------------------|---------|
| Bronze Sponsor | \$250 |
| Silver Sponsor | \$500 |
| Gold Sponsor | \$1,000 |
| Platinum Sponsor | \$2,000 |
| Diamond Sponsor | \$3,000 |
| Major Sponsor | \$4,000 |

Council could also elect to provide a donation rather than sponsorship.

The last time Council provided a contribution to the club was through the community grants scheme in August 2023 for \$1,500 being to purchase items for First Aid Training and Member Safety.

Recommendation:

For Council determination.

10.2.4 Rankins Springs Golf Club – Request Donation

The Committee has written to Council thanking them for their support in the past and requesting a donation of \$500 towards the 2024 Community Christmas Party to be held 21 December 2024, stating this donation offsets the cost of the jumping castle for the event.

GM Note: Council has provided a donation of \$500 for last year's event.

Recommendation:

For Council determination.

10.3 Community Gardens Proposal – Hillston Lions Club

PR:USE:PR

Author: General Manager

Purpose: To inform Council of the request for a community garden site proposed by the Hillston Lions Club

Background

Council has received a report from the Lions Club to locate raised gardens and fruit trees in Lions Park, Hillston.

Issues

Hillston Lions Park and surrounds is identified as a recreational precinct which incorporates the BBQ area, skatepark, swimming pool and Lake Woorabinda developments.

It is considered that a community garden within this area would with the current use detract from the presentation Council is trying to achieve for the precinct.

It is suggested to Council that an ideal location for such a project would be on the block of land behind Sewer Pump Station No. 5 on the corner of Keats and Burns Street. There is an area of approximately 2 hectares unused apart from a water retention basin that collects stormwater during heavy downpours.

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

The building of a community garden at the Lions Park precinct will detract from the overall amenity of the area and is inconsistent with Council vision for the area.

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities.

Recommendation:

That Council inform the Lions Club it is unable to accede to their request for a community garden in the Lions Park precinct however, it will consider such a garden being established behind the pump station on the corner of Keats and Burns Streets, Hillston.

10.4 28th Hillston Outback Triathlon – 2nd March 2025

RCS:EM:SRCE

Author: General Manager

Purpose: To inform Council of the proposal for the running of the Triathlon Event 2025.

Background

The event organiser has written to Council seeking support for the running of the Triathlon in 2025.

Issues

Requesting Council advertise the local road closures for the event and provide use of necessary signage to divert traffic as well as provide traffic controllers for the event between 7.30am and 11.30 am.

The organiser recognises the lake is the usual venue for the swim leg, but should it be unavailable they are asking for the use of the Hillston pool as in 2024.

The event is strongly supported by the community and has been a success over the past years.

The anticipated cost of providing 3 employees on the day of the event is estimated to be in the vicinity of \$1,000.

Financial implications

Anticipated cost to Council \$1,000 plus use of the Hillston Swimming Pool for the event.

Statutory implications (Governance including Legal)

Road closures advertised and TfNSW to be informed.

Policy implications

Nil

Risk implications

Appropriate approvals have been obtained, insurance coverage to be sighted. Risk minimised.

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities.

Recommendation:

That Council:

- 1. note the 2025 Hillston Triathlon will be held 2 March 2025.**
- 2. approve use of the Hillston Swimming Pool for the event.**
- 3. advertise road closures relative to the event, and;**
- 4. provide the necessary signage to manage traffic and three employees necessary to control traffic on the day for four hours.**

10.5 Grassroots Enduro – Event 2025

RCS:EM:SRCE /RDS:LR:JDN /RDS:LR:BH

Author: General Manager

Purpose: To inform Council of the future change of date to the Grassroots Enduro proposed for the Springs Road, Jardines Road, and Mitchells Road to 14 – 19 August 2025.

Background

Council considered a request from this organisation in February 2024 to conduct an event on Saturday 20 July and Sunday 21 July 2024. The event was subsequently postponed and was subject to the conditions imposed by Council being:

10.6 Application for Road Closure – Event

0773 RESOLVED that Council:

1. note the request from Grassroots Enduro Australia for the closure of roads from 19 July to 21 July 2024.
2. inform the applicant that Council is unable to agree to the proposal at present regarding the closure of the Springs Road and Jardines Road due to the impost it would place on traffic movements.
3. request the proponent to discuss with the General Manager alternate proposals that may be acceptable to Council that do not involve such a degree of restriction on traffic movement.

CARRIED

Moved: Cr MS Armstrong / Seconded: Cr HJ Lyall

Issues

The new proposal is for different dates 14-19 August 2025. While this proposal covers six days the road closures are only requested for Saturday 16 August and Sunday 17 August. This will allow for a pre-run on the Saturday with the actual race being on Sunday 17 August.

Council did note that the request to close Cowper Street and Collins Streets however this was considered not viable due to the nature of heavy vehicle traffic always using these roads.

It is proposed that Council allow the closure of the roads for the event to be held in August on similar conditions as the previous resolution.

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

N/A in accordance with traffic management plan.

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities.

Recommendation:

That Council:

- 1. note the proposed dates for the Grassroots Enduro Australian Event for 14 – 19 August 2025.**
- 2. inform the applicant that Council will not approve closures of The Springs Road, Collins Street or Cowper Street.**
- 3. request the proponent discuss the running of the event with the Manager of Infrastructure Services to involve as little disruption to normal traffic as is possible.**
- 4. Approve closure of Jardines Road for the event and part closure of Back Hillston Road for Saturday 16 August and Sunday 17 August 2025.**

10.6 Goolgowi Public School – Request Artwork on Council Building

CR:IM:LOS

Author: General Manager

Purpose: To inform Council of a request from the Principal of the Goolgowi Public School to have artwork placed on the Council Preschool Building and footpath.

Background

The principal has written to the Council informing Council that she has an opportunity to access funds to provide aboriginal artwork on the school buildings and is proposing that similar artwork be placed on the preschool building and the footpath.

Issues

Council has in the past allowed some artwork on some structures in the parks and gardens area and on the water tower it has to date not allowed artwork on public buildings and has been diligent in requests for artwork style when proposed in public spaces in particular business areas of the town.

Council does not have a public art policy that provides for any agreed social economic, cultural or environmental benefits to the community. It is appropriate that a policy be developed to enable Council to adequately consider the location and type of art expression that will be acceptable to the community.

Financial implications

Should any artwork be placed on any Council property it generally falls to Council to either maintain the work after the initial activation or remove any work that becomes shabby over time.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

N/A

Community Strategic Plan

N/A

Recommendation:

That Council:

1. **inform the Principal of the Goolgowi Public School that it does not accede to her request to place murals on the preschool building or footpath.**
2. **develop a public art policy to address all display of artwork within public spaces and buildings of the Shire.**

10.7 Roads Proposal – 2025-2026

GS:PRO:R2R

Author: General Manager

Purpose: To provide Council with an overall roadworks update inclusive of Roads to Recovery funding.

Background

When Council set its roads program in April 2024 for the 2024/25 Financial year it was unaware of the amount of Roads to Recovery (R2R) funding that might become available to it. Advice was received in June 2024 informing Council that it had received total funding of \$12,819,101 for the period 1 July 2024 to 30 June 2029.

Issues

At the time of preparing the 2024/25 roads budget Council had completed \$700,000 of an expected \$6 million flood damage program. With time frames in place for completion of flood damage this was given priority as it was known R2R could be expended over any number of years but within five years. By completing the flood damage works in 2024/25 and expending the R2R money over a four-year program will allow Council to maintain roads expenditure at around \$7 million which is within Councils resources to complete.

At halfway through the year Council is on track to complete the following roads programs.

- Flood Repair Works – 32% remaining
- Block Grant Construction – 35% remaining
- Block Grant Maintenance – 66% remaining
- RERRF Grant – 80% remaining
- Local Road Maintenance – 70% remaining
- Culvert Program – 50% remaining

2025/2026 Funding Available

It is anticipated the following funds will be available next financial year.

Regional Road Money Block Grant \$1,700,000

Anticipated works include 4 kms on the Springs Road, 2 kms on the Booligal Road and the balance on maintenance.

RERRF Funds \$2,200,000

Available with the program yet to be completed. Several roads across the shire are being scoped for full length gravel resheeting, as well as some reseals.

R2R Program

Should Council at this stage contemplate spending the funds evenly over four years the funding will provide \$3,200,000 per year. As with the RERRF program roadworks are being scoped to bring back to Council for consideration.

Within the 2025/26 program some resealing work will be required. Council is conscious of the cost of resealing and resheeting and formation of unsealed roads. It is envisaged a program of around \$1 million to \$1.5 million will be developed.

Resealing

The following roads have been considered and at this stage the costs are indicative only.

| Road | Length in kilometres | \$ |
|--------------------|----------------------|------------------|
| Melbergen Road | 16 | 480,000 |
| Black Stump Road | 15.4 | 462,000 |
| Back Hillston Road | 3.5 | 105,000 |
| Merrondale Lane | 2 | 60,000 |
| | | 1,107,000 |

Various streets in Hillston, Merriwagga, and Goolgowi are also under consideration to present to Council.

Resheeting

Work is still being undertaken on unsealed to accurately scope the roads that would benefit from resheeting.

Under consideration are:

| Road | Length in kilometres | \$ |
|-----------------------|----------------------|------------------|
| Back Hillston Road | 35 | 1,200,000 |
| Merrondale Lane | 6 | 240,000 |
| Brewer Lane | 6 | 240,000 |
| Merungie Road | 2 | 80,000 |
| Melbergen Road (East) | 2 | 80,000 |
| Wallanthery | 2 | 80,000 |
| Wollarma Road | 2 | 80,000 |
| Merungie Road | 3 | 120,000 |
| | To date | 2,120,000 |

It would be appreciated if Councillors want works or roads considered they inform the General Manager so that these works can be scoped and included for Council consideration.

FAG Funding

An anticipated grant of \$3,100,000 for the road’s component. It will be again recommended to Council that \$2,000,000 be placed in reserve and the balance of \$900,000 remain available for maintenance works.

Looking at the anticipated funding above it will provide Council with \$8 million for capital projects and maintenance. It is also pointed out that works carried out under the RERRF program allow for maintenance normally carried out under the Local Roads money to be offset to some degree.

Please refer to the table on the next page.

The following table details funds available to Council for the 2025-2026 Financial Year.

Proposed 2025-2026

| DRAFT ROADS BUDGET 2025/26 | | | |
|--|--------------------------------|------------------------|--------------------|
| PROGRAM | WORKS TO BE UNDERTAKEN | ORIGINAL BUDGET | |
| | | INCOME | EXPENDITURE |
| ROADS TO RECOVERY | | | |
| Proposed Funding | | 3,200,000 | |
| Program to be developed for council approval | Various | | 3,200,000 |
| | | 3,200,000 | 3,200,000 |
| REGIONAL ROADS | | | |
| Block Grant | | 1,476,000 | |
| Traffic Facilities | | 73,000 | |
| Supplementary | | 151,000 | |
| Repair Program | | 0 | |
| Repair Program - The Springs Rd (MR368 Hillston) | Construct 4 klm | | 1,100,000 |
| Construction - Booligal Rd | Construct 2km | | 550,000 |
| | | | 0 |
| Regional Roads Maintenance | Included in Operational Budget | | 50,000 |
| Total Regional Roads Program | | 1,700,000 | 1,700,000 |
| LOCAL ROADS | | | |
| FAGs Roads Component | | 3,100,000 | |
| Transfer to Roads Reserve | | | 2,200,000 |
| Local Roads Maintenance | Included in Operational Budget | | 900,000 |
| Total Local Roads Program | | 3,100,000 | 3,100,000 |
| RERRF over 3 years | | | |
| \$6,670,915/3 = \$2,223,638 | | | |
| Say \$2,200,000 per annum | | 2,200,000 | 2,200,000 |
| | | 2,200,000 | 2,200,000 |
| Total Road Income/Expenditure | | 10,200,000 | 10,200,000 |
| Transfer to Reserve Adjustment | | | -2,200,000 |

Financial implications

Depending upon the final breakup of sealed / unsealed roads included in the program it is considered \$8 million is within the capacity of Council's own resources to undertake successfully.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

A fully scoped and costed program will minimise risk associated with delivery of the program.

Community Strategic Plan

Goal 2 – Accessible and Connected

Recommendation:

That Council note the information relevant to Roads to Recovery funding and road funding in general and that a roads program of \$8 million is estimated for 2025/26.

10.8 Infrastructure Report

RD:IR

Author: Manager Infrastructure Services

Purpose: To Summarise Infrastructure Services Activities for November 2024

Attachment: Register of Roads Maintenance

Background

Reporting Period 26 October 2024 to 22 November 2024

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:

| Clear Surface Drains (m) | |
|--------------------------|----------------|
| Whealbah Road | 105,000 |
| TOTAL | 105,000 |
| | |
| | |
| Guide Post (each) | |
| Back Hillston Road | 6 |
| Murrumbidgee River Road | 3 |
| Carrathool Road | 3 |
| TOTAL | 12 |
| Replace signs (each) | |
| Whealbah Road | 9 |
| TOTAL | 9 |

| Maintain Shoulders (shldr kms) | |
|--------------------------------|----------------|
| Ilkadoon Road | 11.9 |
| TOTAL | 11.9 |
| | |
| | |
| Heavy Patching (m2) | |
| Munros | 2,566.5 |
| TOTAL | 2,566.5 |
| | |
| | |
| | |
| | |

| Maintenance Grading (cl kms) | |
|------------------------------|--------------|
| Ilkadoon Road | 11.9 |
| Roto Road | 22.5 |
| Back Hillston Road | 2 |
| Pinteebakana Road | 0.5 |
| Boorga Road | 0.25 |
| TOTAL | 37.15 |
| | |
| Servicing Signs (each) | |
| Carrego Road | 2 |
| Carrathool Road | 1 |
| Booligal Road | 2 |
| TOTAL | 5 |

Regional Roads

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

| Description | 244R Tabbita Lane | 321R Rankins Springs Rd | 368R The Springs Rd | 501R Lachlan Valley Way | 80R Mossgiel Rd | 371R Lake Cargelligo Rd |
|---|-------------------|-------------------------|---------------------|-------------------------|-----------------|-------------------------|
| Temporary Pavement Repair (m ²) | | | | | | |
| Heavy Patching (m ²) | | 8,843 | | | | |
| Litter and Amenity Maintenance (job) | | | | 4 | | |
| Clear Surface Drains (m) | | | | | 7,000 | |
| Maintenance Grading (cl kms) | | | | | 3 | |
| Potholes (ea) | | | | | | |
| Replace Signs (ea) | | | | | | |
| Servicing Signs (ea) | | | 11 | | | |
| Slashing (m ²) | | | | | | |
| Spraying (m ²) | | | | | | |
| Traffic Counters (ea) | | | | | | |

Urban Maintenance

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

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

| Description | Activity | Carrathool | Goolgowi | Hillston | Merriwagga | Rankins Springs | Total Hours per Activity |
|------------------------------|---------------|--------------|---------------|---------------|--------------|-----------------|--------------------------|
| Patching | 1110/ 1150 | | | 4.5 | | | 4.5 |
| Footbridge Maintenance | 1200 | | | | | | |
| Drainage & S/Water | 1510 | | | | | | |
| Sign Maintenance | 1610 | | | | | | |
| Sign Replacement | 1620 | | | | | | |
| Resealing | 4000 | | | | | | |
| Mowing | 5100 | 16 | 109 | 94 | 2.5 | 89.5 | 311 |
| Slashing | 5200 | 4.5 | | 118.5 | | 26 | 149 |
| Spraying | 5300 | | 25.5 | 40.5 | | 7 | 73 |
| Tree Maintenance | 5400 | 7 | 14 | 17 | | 4.5 | 42.5 |
| Tree Removal | 5410 | | | | | | |
| Watering | 5500 | 25 | 9 | 70 | | 47.5 | 151.50 |
| Weeding | 5600 | 1 | 8 | 53 | | 6.5 | 68.5 |
| Mowing – Stan Peters Oval | 5710 | | | 8 | | | 8 |
| Slashing – Stan Peters Oval | 5720 | | | | | | |
| Spraying – Stan Peters Oval | 5730 | | | 4 | | | 4 |
| Watering – Stan Peters Oval | 5740 | | | 5 | | | 5 |
| Weeding – Stan Peters Oval | 5750 | | | 5.5 | | | 5.5 |
| Playground Equipment | 5800 | | | 4 | | | 4 |
| Litter Collection | 6100 | 2 | 1 | 15 | 3 | 22 | 43 |
| Street Sweeper | 6200 | | 4 | 45 | | | 49 |
| Hand Broom Gutters | 6300 | | | 2 | | | 2 |
| Toilets | 6400 | 7.5 | 20 | 40 | 5 | 10 | 82.5 |
| Footpath Maintenance | 7100 | | | | | | |
| Clear Culverts | 7100 | | | 7 | | | 7 |
| Street Maintenance | 7200 | 18 | | 24.5 | | 36 | 78.5 |
| Miscellaneous Items | 7500 | | | | | | |
| Playground Inspection | 7510 | | | | | | |
| Office | 7520 | | | | | | |
| Town Improvements | 7530 | | | | | | |
| Graffiti Removal | 7540 | | | | | | |
| Park Furniture/Fences | 7540 | | | 13 | | | 13 |
| Total Hours per Town | | 81 | 190.5 | 570.5 | 10.5 | 249 | 1101.50 |
| Town % of Total Hours | | 7.35% | 17.30% | 51.80% | 0.95% | 22.60% | 100% |

Sewer Maintenance

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

Water Maintenance

| Description | Mainline Breaks | Service line Breaks | Water Meter/Tap Leaking | Pump Station Faults | Telemetry Faults | Replaced Meter |
|---|-----------------|---------------------|-------------------------|---------------------|------------------|----------------|
| Hillston | 1 | 4 | 3 | | 2 | |
| Langtree (Langtree Bore/Merriwagga/Goolgowi) | | | | | | |
| Yoolaroi/Goolgowi Rural (Palmyra to Y4 & Y5/Y6) | 2 | | 2 | 14 | | |
| Bunda/Goorawin | | | | 7 | | |
| Carrathool | | 1 | | 1 | | |
| Merriwagga Village | | | | | | |
| Goolgowi Village Raw | | | | 3 | | |
| Goolgowi Village Potable | | | | 2 | | |
| Rankins Springs Potable | | | | 1 | | |
| Rankins Springs Raw Town | 1 | | | | 2 | |
| Rankins Springs Rural | | | | | 2 | |
| Melbergen | | | | | | |
| Total | 4 | 5 | 5 | 28 | 6 | |

Project Updates:

Mossgiel Road

Line marking is scheduled to be carried out 14 to 18 December 2024.

The Springs Road – Hillston End

Line marking is scheduled to be carried out 14 to 18 December 2024.

Hillston, and Carrathool Boat Ramps

The development application for the boat ramp has been approved. The remaining steps are to obtain a licence from Crown Lands and a licence from NSW Fisheries to undertake works in a designated waterway. Concurrence is also required from Local Lands Service and the Griffith Local Aboriginal Land Council.

An application for funding has been made under the Club Grants Fund which closed on 24 November. Should the application be successful Council can take advantage of the funding, however Council has funded the Hillston Boat Ramp for \$100,000.

The Development Application for the Carrathool Boat Ramp has been on public display and expected to be approved in December 2024.

Bunda Water Mains Replacement and Vegetation Clearing

Water Mains Replacement work is completed. Five thousand four hundred (5,400) meters of water mains are being constructed and commissioned successfully with associated works. This project was externally funded.

Molesworth Street Water Mains Replacement

Water Mains Replacement work is completed. Four hundred and sixty-two (462) meters of water mains are being constructed and commissioned successfully with associated works. This project was funded under the Local Roads and Community Infrastructure Program Phase 4.

Carrathool Pump Station Solar Panels

This project is nearing completion. This project is externally funded and has a completion deadline of June 2025.

Generator (Y2)- McIntyre Hill Pump Station

The shed building work is completed. The generator was received at the Goolgowi depot, and installation and commissioning work is planned after Christmas break.

Rankins Springs's additional potable storage tanks

Site clearing, tank placement, and stainless-steel pipework have been completed, and material for the pipework to connect to the existing reticulation network is being ordered.

Hillston Sewer Mains Relining

The sewer mains CCTV inspection, cleaning, and relining work have been completed.

IWCM Strategy

Council officers reviewed various scenarios and provided feedback to Public Works. Work to develop a draft IWCM strategy for the chosen scenarios has commenced. This project is externally funded and has a completion deadline of 31 December 2025.

Telemetry Replacement

Aquamonix engaged local contractors to install temporary antennas on two repeaters and new hardware on various pump station sites. This work is about to commence, with the final changeover and commissioning to be completed by the end of April 2025.

| |
|---------------|
| Issues |
|---------------|

Nil

| |
|-------------------------------|
| Financial implications |
|-------------------------------|

Nil

| |
|--|
| Statutory implications (Governance including Legal) |
|--|

Nil

| |
|----------------------------|
| Policy implications |
|----------------------------|

Nil

| |
|--------------------------|
| Risk implications |
|--------------------------|

Nil

| |
|---------------------------------|
| Community Strategic Plan |
|---------------------------------|

Goal 2 – Accessible and Connected

| |
|------------------------|
| Recommendation: |
|------------------------|

| |
|---|
| That Council note the Infrastructure Report. |
|---|





ATTACHMENT

| Register of Local Road Maintenance | | | | | |
|---|---------------------|-----------------|--|-------------------------|-----------------------------|
| Road Hierarchy Number | Road Name | Road No. | Date Last Maintenance Grading Carried Out | Quantity (cl km) | Total Length of Road |
| 2 | Alexanders Road | 102 | 21/08/2023 | 3.00 | 3.08 |
| 6 | Altys Road | 103 | 27/06/2023 | 4.50 | 4.46 |
| 6 | Andersons Road | 104 | 9/05/2024 | 1.50 | 6.32 |
| 6 | Andersons Lane | 105 | 3/10/2024 | 3.00 | 12.46 |
| 7 | Arcadia Lane | 106 | 23/05/2024 | 6.50 | 15.43 |
| 6 | Audrey Lea Road | 107 | 13/09/2024 | 20.00 | 30.79 |
| 6 | Avondale Road | 108 | 4/07/2024 | 2.80 | 31.56 |
| 2 | Back Hillston Road | 109 | 30/11/2024 | 2.00 | 71.14 |
| 4 | Bakers Road | 110 | 19/08/2024 | 6.30 | 4.46 |
| | Bales Avenue | 101 | 23/10/2019 | 4.00 | 1.54 |
| 2 | Bandys Road | 204 | 17/07/2023 | 2.00 | 2.22 |
| 6 | Barrys Road | 112 | 31/08/2023 | 3.00 | 4.83 |
| 4 | Barrys Scenic Drive | 113 | 23/11/2023 | 4.80 | 8.05 |
| 7 | Belaley Road | 114 | 22/07/2023 | 4.00 | 7.55 |
| 7 | Berangerine Road | 115 | 25/01/2023 | 2.80 | 8.39 |
| 4 | Billings Road | 116 | 3/04/2023 | 16.00 | 9.85 |
| 3 | Black Stump Road | 118 | 19/10/2021 | 35.00 | 15.60 |
| 6 | Blackgate Road | 117 | 22/05/2024 | 8.50 | 7.92 |
| 3 | Booligal Road | 119 | 28/05/2024 | 6.40 | 36.43 |
| 4 | Boorga Road | 120 | 30/10/2024 | 0.25 | 15.39 |
| 7 | Bretags Road | 122 | 5/04/2023 | 4.00 | 15.04 |
| 7 | Brewer Road | 123 | 4/09/2023 | 1.20 | 5.81 |
| 6 | Bunda North Road | 125 | 17/06/2023 | 4.50 | 6.60 |
| 2 | Bunda Road | 126 | 24/08/2023 | 14.40 | 13.04 |
| 6 | Burchers Road | 127 | 23/05/2024 | 1.50 | 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 | 6/03/2024 | 4.30 | 20.39 |
| 6 | Carnells Road | 132 | 29/08/2023 | 17.00 | 7.32 |
| 7 | Carrego Lane | 135 | 20/06/2024 | 30.00 | 8.20 |
| | Chedburgh Road | 136 | 19/12/2022 | 1.00 | 1.08 |
| 6 | Clare Road | 111 | 1/08/2023 | 25.00 | 7.49 |
| 7 | Coates Lane | 137 | 29/09/2020 | 1.40 | 1.85 |
| 6 | Coombie Road | 138 | 28/09/2023 | 56.00 | 40.26 |
| 2 | Crows Nest Road | 139 | 6/12/2023 | 5.00 | 17.60 |
| 5 | Darts Road | 140 | 12/08/2023 | 8.90 | 5.56 |
| 6 | Dirrung Road | 141 | 17/09/2024 | 2.00 | 7.79 |
| 6 | Dumossa Road | 142 | 19/07/2024 | 18.50 | 18.62 |

| | | | | | |
|---|----------------------|-----|------------|-------|-------|
| 6 | Eight Mile Tank Road | 143 | 2/08/2024 | 8.00 | 5.74 |
| 6 | Euratha Road | 146 | 25/05/2024 | 2.10 | 9.66 |
| 7 | Five Oaks Road | 147 | 3/07/2024 | 2.00 | 12.29 |
| 6 | Flanagans Lane | 148 | 20/08/2024 | 4.00 | 5.18 |
| 2 | Foys Road | 149 | 15/07/2023 | 3.00 | 3.24 |
| 7 | Gandys Road | 150 | 24/10/2023 | 1.46 | 1.46 |
| 2 | Garrong Road | 151 | 31/10/2022 | 3.00 | 7.87 |
| 7 | Girdlers Road | 153 | 10/09/2024 | 12.30 | 7.08 |
| 6 | Goorawin East Road | 154 | 9/09/2023 | 10.40 | 12.75 |
| 6 | Goorawin Road | 155 | 8/08/2023 | 11.10 | 10.22 |
| 5 | Greenhills Road | 156 | 13/10/2023 | 11.60 | 18.66 |
| 6 | Grieves Road | 157 | 8/12/2023 | 2.80 | 5.67 |
| 2 | Gullifers Road | 158 | 2/10/2024 | 8.00 | 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 | 23/05/2024 | 2.00 | 6.14 |
| 5 | Higgins Lane | 162 | 22/08/2023 | 10.50 | 8.02 |
| 6 | Hillmans Lane | 163 | 8/08/2024 | 7.50 | 5.23 |
| 6 | Holdens Road | 164 | 19/06/2023 | 9.00 | 9.51 |
| 6 | Huxleys Road | 165 | 5/08/2024 | 1.50 | 8.55 |
| 2 | Ilkadoon Road | 166 | 21/11/2024 | 11.00 | 11.66 |
| 6 | Jardines Road | 167 | 2/08/2023 | 12.00 | 24.08 |
| 6 | Jennings Road | 168 | 16/08/2024 | 12.00 | 8.33 |
| 6 | Johnstons Road | 169 | 4/01/2023 | 4.00 | 11.30 |
| 5 | Jones Road | 170 | 28/07/2023 | 10.00 | 12.99 |
| 6 | Killara Road | 171 | 5/09/2023 | 2.30 | 2.30 |
| 6 | Kites Road | 172 | 13/11/2023 | 5.60 | 5.48 |
| 2 | Langtree Road | 174 | 3/05/2023 | 29.70 | 12.14 |
| 2 | Lowlands Road | 175 | 24/05/2024 | 16.90 | 44.68 |
| 6 | Luelfs Road | 176 | 3/08/2024 | 3.00 | 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 | 20/09/2024 | 8.50 | 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 | 2/05/2024 | 9.50 | 43.95 |
| | Mena Road | 266 | 20/03/2012 | 1.00 | 0.87 |
| 6 | Merri Road | 152 | 26/08/2023 | 52.00 | 39.77 |
| 5 | Merriwagga Road | 190 | 3/04/2023 | 10.50 | 12.53 |
| 4 | Merrondale Lane | 188 | 20/09/2022 | 6.00 | 8.02 |
| 6 | Merungi Road | 191 | 16/11/2023 | 2.00 | 19.07 |
| 2 | Merungle Road | 192 | 29/08/2024 | 34.50 | 65.47 |
| 7 | Mitchell Track | 189 | 10/11/2023 | 3.50 | 8.30 |
| 2 | Mitchells Road | 193 | 13/06/2024 | 23.20 | 34.22 |

| | | | | | |
|-----|-------------------------|-----|------------|-------|-------|
| 6 | Monia Gap Road | 202 | 5/09/2023 | 3.90 | 6.11 |
| 7 | Moores Road | 195 | 25/09/2023 | 4.55 | 4.55 |
| 2 | Motts Road | 196 | 11/07/2023 | 4.20 | 4.20 |
| 4 | Mount Bingar Road | 197 | 7/11/2023 | 8.50 | 4.20 |
| 3 | Mount Daylight Road | 198 | 8/09/2023 | 6.00 | 8.77 |
| 5 | Mount Grace Road | 145 | 14/08/2024 | 32.30 | 32.92 |
| 7 | Muirheads Road | 199 | 11/09/2023 | 2.13 | 2.13 |
| 4 | Munros Road | 200 | 7/08/2024 | 5.00 | 13.42 |
| | Murrumbidgee River Road | 201 | 24/09/2024 | 7.00 | 73.97 |
| 6 | Nancarrows Lane | 203 | 16/09/2024 | 2.00 | 3.75 |
| | Norwood Lane | 205 | 13/02/2024 | 2.80 | 8.82 |
| 6 | OBriens Road | 206 | 26/08/2024 | 6.00 | 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 | 28/11/2023 | 2.50 | 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 | 17/09/2024 | 1.00 | 10.66 |
| 3 | Pintebakana Road | 216 | 30/10/2024 | 0.50 | 25.31 |
| 6 | Pleasant Valley Road | 217 | 8/11/2023 | 13.40 | 14.83 |
| 5 | Prestage Road | 218 | 1/06/2023 | 6.00 | 6.05 |
| 7 | Pulletop Road | 219 | 24/05/2024 | 1.50 | 9.23 |
| 7 | Ravenshaw Road | 220 | 4/09/2023 | 3.50 | 9.44 |
| 5 | Redbank Road | 221 | 26/06/2023 | 1.00 | 23.64 |
| 6 | Reids Road | 222 | 22/02/2024 | 4.20 | |
| 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 | 14/11/2024 | 22.50 | 50.78 |
| 6 | Ryans Road | 226 | 25/10/2024 | 0.50 | 10.33 |
| | Saleyrd 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 | 21/08/2024 | 5.70 | 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 | 21/08/2024 | 6.00 | 6.23 |
| 6 | Swansons Road | 237 | 29/08/2023 | 3.50 | 3.44 |
| 5 | Taylors Road | 238 | 22/06/2023 | 18.00 | 6.10 |
| 6 | The Bluff Road | 239 | 4/12/2023 | 4.40 | 11.95 |
| 6 | Trida Road | 241 | 12/10/2023 | 13.00 | 34.42 |
| 6 | Tysons Road | 243 | 21/10/2024 | 1.00 | 2.60 |
| 7 | Vaggs Road | 244 | 30/07/2019 | 7.70 | 7.71 |
| 6 | Vearings Road | 245 | 20/07/2023 | 8.50 | 13.21 |

| | | | | | |
|---|--------------------------|-----|------------|-------|-------|
| 6 | Wakefield Road | 246 | 8/09/2023 | 6.40 | 6.48 |
| 2 | Wallanthery Road | 247 | 20/07/2023 | 25.50 | 27.80 |
| 7 | Wandella Road | 248 | NIL | 0.00 | 4.53 |
| 7 | Wantwood Road | 249 | 23/11/2023 | 4.00 | 3.76 |
| 6 | Warburtons Lane | 230 | 15/06/2023 | 3.90 | 3.83 |
| 6 | Watkins Road | 250 | 5/09/2023 | 5.00 | 15.36 |
| 7 | Watsons Road | 251 | 19/09/2023 | 12.20 | 11.83 |
| 6 | Weavers Road | 252 | 17/09/2024 | 0.50 | 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 | 10/10/2023 | 6.50 | 6.50 |
| 4 | Whealbah Road | 256 | 8/10/2024 | 19.50 | 85.32 |
| 6 | Whitton Stock Route Road | 257 | 25/07/2024 | 12.00 | 50.24 |
| 7 | Wild Horse Tank Road | 258 | 20/09/2023 | 11.40 | 9.06 |
| 6 | Wiltshires Road | 259 | 16/02/2024 | 2.00 | 12.68 |
| 5 | Wollarma Road | 260 | 12/05/2023 | 63.70 | 33.79 |
| 7 | Wongalea Road | 261 | 24/11/2023 | 4.00 | 4.92 |
| 6 | Woods Lane | 262 | 1/08/2024 | 4.50 | 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 | |
|  | Nil Record for Mtce Grading | |
|  | 1 Year Since Last 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 | |

10.9 Flood Restoration Status Report

GS:PGM:DAFD22

Author: Manager Infrastructure Services

Purpose: To inform Council of the current status on the flood repair program.

Background

Following the floods of 2022 Council has been carrying out repair works to the road network following the approval claim amount of \$6,792,813.

Issues

The final approval was made known in June 2024 and Council has made considerable imposts into the work. At the end of November \$4,250,045 has been expended leaving a balance of \$2,542,768. This amount includes Murrumbidgee River Road \$1,015,000 which is not scheduled to commence until January 2025 and Roto Road \$900,000 again scheduled for completion in January/February 2025.

Just on \$800,000 has been claimed at the end of November with finance staff putting together another claim to be submitted in the near future in the vicinity of \$1,250,000.

It is envisaged that at the end of 2024 the following roads will be the only flood damage roads yet to be completed.

- Cannards Road
- Jackson Bridge
- Lachlan River Road
- Mossgiel Road
- Murrumbidgee River Road
- Roto Road

Financial implications

The majority of flood damage works are funded by other levels of government. Council needs to ensure it complies within the financial guidelines for reimbursement.

Statutory implications (Governance including Legal)

Assistance is provided following the declaration of a Natural Disaster Event.

Policy implications

Nil

Risk implications

Council has until 30 June 2025 to complete all approved works.

Community Strategic Plan

Goal 2 – Accessible and Connected

Recommendation:

That Council note the progress to date on Flood Damage Road Works and that it has the work in hand to be finished around March/April 2025.

10.10 Plant Report

PES:MTN:PR

Author: Manager Fleet & Town Services

Purpose: Plant Report as of 30 November 2024

Background

| PLANT NO | HOURS KMS | TYPE | DETAILS |
|----------|--------------------------|-------------------------|---|
| 2067 | 241,761kms 8 yrs old | Isuzu Water Tanker | Remove transmission valve body and install new internal wiring harness and control module. Repair electrical fault at engine control module and repair rear light bar mounting frame. |
| 5084 | 14 yrs old | Howard Slasher | Replace clutch slip disc and readjust clutch. |
| 2066 | 324,217 kms 8 yrs old | Hino Water Tanker | Replace rear water tank with new 15,000lt Poly tank. Plumb in spray bars and pump. |
| 3056 | 1,700 hrs | Tana Landfill Compactor | Replace main hydraulic hose to charge pump. |
| 4531 | 3,484 hrs 13 yrs old | Multipac Padfoot Roller | Replace air-conditioning high-pressure hose and regas system. Clean out condenser and evaporator. Build up worn drum pad feet and hard face pads. |
| 2579 | 13 yrs old | Tri Star tandem trolley | Replace ride height control valve and all disc brake pads. |
| 4533 | 2,106 hrs 11 yrs old | Multipac Padfoot Roller | Remove radiator and repair leak in lower tank and reassemble. |

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 of 30 November 2024.

10.11 Development Applications – December 2024

GOV:MTG:CR

Author: Manager Building & Regulatory Services

Purpose: Development Applications & Determinations – November 2024

Background

Lodgements

| Type/No. | Name | Address | Development |
|---------------------------------------|-------------------------------|---|---|
| DA2025/010 | Agright Griffith Pty Ltd | 37 Moira Street Goolgowi NSW 2652 | Manufactured dwelling (Dual occupancy) |
| DA2025/011 | State NSW | 63 Mossgiel Road Hillston NSW 2675 | Ablutions block |
| DA2025/012 | IAI Australia Fund II Pty Ltd | Murrumbidgee River Road Willbriggie NSW 2680 | New weatherboard dwelling |
| Total Estimated Value Of Works | | | \$821,000 |

Determination: Approved

| Type/No. | Name | Address | Development | Processing Time |
|------------------|--|---|--|-----------------|
| DA2025/007 | Excel Farms Pty Ltd | 654 Back Hillston Road Tabbita NSW 2652 | Prefabricated office building | 28 |
| DA2025/008 | Trisha and Nick Eckermann | 10798 Mid Western Highway Rankins Springs NSW 2669 | Rural worker dwelling (Manufactured dwelling) | 34 |
| DA2022/029 -MOD1 | E.B. Mawson & Sons Proprietary Limited | Wiltshire Road Rankins Springs NSW 2669 | Quarry expansion | 47 |
| DA2025/012 | IAI Australia Fund II Pty Ltd | Murrumbidgee River Road Willbriggie NSW 2680 | New weatherboard dwelling | 4 |

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That the Determinations for Development Applications received for November 2024 be noted.

10.12 Finance Report – Statement of Bank Balances – November 2024

FM:FR

Author: Director Corporate & Community Services

Purpose: Statement of Bank Balances – November 2024

Background

The reconciliation of Council’s main bank account with the cash book controls within Practical (Council finance software) for the month of November 2024 is complete as shown in the table below:

| Statement of Bank Balances as at 30 November 2024 | | | | |
|--|--------------------------|------------------------------|---|-------------------------------|
| CASHBOOK SUMMARY | | | | Data for November 2024 |
| Balance As at 01/11/2024 (Consolidated Funds) | | | | \$220,922.92 |
| | | Add For November 2024 | Total for 01/07/2024 to 30/06/2025 | |
| Rates/Water/Debtor Receipts | \$3,485,997.48 | \$959,307.42 | \$4,445,304.90 | |
| Investments Recalled | \$14,988,296.84 | \$3,853,706.23 | \$18,842,003.07 | |
| RMS - RMCC, Block, Repair | \$840,500.00 | \$0.00 | \$840,500.00 | |
| RMS - Bridge | \$0.00 | \$0.00 | \$0.00 | |
| RMS - Flood Damage | \$0.00 | \$15,309.00 | \$15,309.00 | |
| RMS - Regional Roads | \$0.00 | \$0.00 | \$0.00 | |
| Grant - Roads to Recovery Program | \$0.00 | \$0.00 | \$0.00 | |
| FAG - General & Local Roads | \$329,919.00 | \$329,919.00 | \$659,838.00 | |
| All Other Misc Grant Payments | \$600,987.20 | \$193,572.16 | \$794,559.36 | |
| Planning Receipts | \$193,898.00 | \$151,970.03 | \$345,868.03 | |
| Plant / Property Trade-Ins & Sales | \$538,243.32 | \$231,000.00 | \$769,243.32 | |
| Other Receipts | \$1,800,370.56 | \$583,287.18 | \$2,383,657.74 | |
| Sub Total Receipts | \$22,778,212.40 | \$6,318,071.02 | \$29,096,283.42 | \$6,318,071.02 |
| | | | | |
| | | Add For November 2024 | Total for 01/07/2024 to 30/06/2025 | |
| LESS PAYMENTS | | | | |
| Wages (Net of PAYG & Other Deductions) | (\$2,502,974.86) | (\$823,825.06) | (\$3,326,799.92) | |
| Plant Acquisitions | (\$749,784.08) | (\$475,733.80) | (\$1,225,517.88) | |
| Invested | (\$12,200,000.00) | (\$2,200,000.00) | (\$14,400,000.00) | |
| Other Creditors Payments | (\$7,222,134.12) | (\$2,721,706.62) | (\$9,943,840.74) | |
| Sub Total Payments | (\$22,674,893.06) | (\$6,221,265.48) | (\$28,896,158.54) | (\$6,221,265.48) |
| Cashbook Balance 31/10/2024 | | | | \$317,728.46 |
| BANK STATEMENTS | | | | |
| Opening Balance 01/11/2024 (CSC's CBA Main Transaction Account) | | | | \$229,376.53 |
| Less Bank Payments | | | | (\$5,645,718.42) |
| Plus Bank Receipts | | | | \$5,746,838.47 |
| Total As Per Bank Statements | | | | \$330,496.58 |
| Plus Unpresented Deposits | | | | \$10,713.00 |
| Less Unpresented Cheques | | | | (\$23,481.12) |
| Reconciliation Cash Book Balance to Bank Statements 30/11/2024 | | | | \$317,728.46 |

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Local Government Act (1993)

Local Government (General) Regulation 2021

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

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

Recommendation:

That Council note the Statement of Bank Balances as at 30 November 2024 and confirm payment of accounts as summarised in the reconciliation statement totalling \$6,221,265.48.

10.13 Finance Report – Investments Schedule – November 2024

FM:FR

Author: Director Corporate & Community Services

Purpose: Schedule of Investments – November 2024

Background

Details of Council’s investments as at 30 November 2024 are provided below:

| CARRATHOOL SHIRE COUNCIL INVESTMENTS - 30 NOVEMBER 2024 | | | | | | | | |
|---|-----------------------|---|---------------|-----------------|---------------|--------------------------|-------------------------|------------------|
| Last Month @ 31/10/24 | Financial Institution | Date Raised | Interest Rate | Duration (Days) | Maturity Date | Current Month @ 30/11/24 | Change | |
| \$561,431.98 | CBA | 27-Sep-24 | 4.84% | 123 Days | 28-Jan-25 | \$561,431.98 | \$0.00 | |
| \$550,399.61 | CBA | 20-Nov-24 | 4.88% | 90 Days | 18-Feb-25 | \$556,906.09 | \$6,506.48 | |
| \$557,468.50 | CBA | 27-Sep-24 | 4.84% | 123 Days | 28-Jan-25 | \$557,468.50 | \$0.00 | |
| \$500,000.00 | CBA | 29-Aug-24 | 4.72% | 120 Days | 27-Dec-24 | \$500,000.00 | \$0.00 | |
| \$553,939.28 | CBA | Recall IBD \$553,939.28 + \$6,405.97 | | | | | \$0.00 | (\$553,939.28) |
| \$1,619,027.73 | CBA | 30-Sep-24 | 4.83% | 120 Days | 28-Jan-25 | \$1,619,027.73 | \$0.00 | |
| \$548,685.96 | CBA | 09-Sep-24 | 4.81% | 91 Days | 09-Dec-24 | \$548,685.96 | \$0.00 | |
| \$548,209.66 | CBA | 27-Sep-24 | 4.84% | 123 Days | 28-Jan-25 | \$548,209.66 | \$0.00 | |
| \$533,678.33 | Bendigo Bank | 07-Dec-23 | 4.80% | 368 Days | 09-Dec-24 | \$533,678.33 | \$0.00 | |
| \$102,021.53 | Bendigo Bank | 03-Jul-24 | 4.00% | 184 Days | 03-Jan-25 | \$102,021.53 | \$0.00 | |
| \$27,062.95 | Bendigo Bank | 14-Oct-24 | 4.00% | 185 Days | 17-Apr-25 | \$27,062.95 | \$0.00 | |
| \$553,069.61 | Westpac | 04-Sep-24 | 4.91% | 91 Days | 04-Dec-24 | \$553,069.61 | \$0.00 | |
| \$516,874.12 | Westpac | 29-Oct-24 | 4.89% | 92 Days | 29-Jan-25 | \$516,874.12 | \$0.00 | |
| \$2,336,508.57 | Westpac | 29-Nov-24 | 4.96% | 122 Days | 31-Mar-25 | \$2,364,994.13 | \$28,485.56 | |
| \$500,000.00 | Westpac | 29-Nov-24 | 4.93% | 91 Days | 28-Feb-25 | \$506,162.74 | \$6,162.74 | |
| \$2,058,654.89 | Westpac | 19-Nov-24 | 4.92% | 92 Days | 19-Feb-25 | \$2,093,480.56 | \$34,825.67 | |
| \$508,406.30 | Westpac | 29-Nov-24 | 4.93% | 91 Days | 28-Feb-25 | \$514,672.65 | \$6,266.35 | |
| \$2,336,894.43 | Westpac | 30-Aug-24 | 4.98% | 153 Days | 30-Jan-25 | \$2,336,894.43 | \$0.00 | |
| \$528,338.34 | Westpac | 29-Nov-24 | 5.03% | 151 Days | 29-Apr-25 | \$534,850.36 | \$6,512.02 | |
| \$1,074,763.78 | Westpac | 29-Aug-24 | 4.95% | 183 Days | 28-Feb-25 | \$1,074,763.78 | \$0.00 | |
| \$574,081.21 | NAB | 28-Oct-24 | 4.95% | 92 Days | 28-Jan-25 | \$574,081.21 | \$0.00 | |
| \$547,761.00 | NAB | 02-Sep-24 | 5.00% | 153 Days | 02-Feb-25 | \$547,761.00 | \$0.00 | |
| \$500,000.00 | NAB | 29-Aug-24 | 5.00% | 153 Days | 29-Jan-25 | \$500,000.00 | \$0.00 | |
| \$527,141.06 | NAB | 27-Sep-24 | 4.95% | 122 Days | 27-Jan-25 | \$527,141.06 | \$0.00 | |
| \$524,938.90 | NAB | 09-Sep-24 | 4.95% | 91 Days | 09-Dec-24 | \$524,938.90 | \$0.00 | |
| \$1,029,348.66 | NAB | 18-Jul-24 | 5.10% | 183 Days | 17-Jan-25 | \$1,029,348.66 | \$0.00 | |
| \$1,600,000.00 | NAB | 01-Jul-24 | 5.05% | 154 Days | 02-Dec-24 | \$1,600,000.00 | \$0.00 | |
| \$2,067,967.47 | NAB | Recall IBD \$2,067,967.47 + \$25,393.51 | | | | | \$0.00 | (\$2,067,967.47) |
| \$538,190.29 | NAB | 16-Sep-24 | 4.95% | 91 Days | 16-Dec-24 | \$538,190.29 | \$0.00 | |
| \$514,762.56 | NAB | 27-Sep-24 | 4.95% | 122 Days | 27-Jan-25 | \$514,762.56 | \$0.00 | |
| \$3,087,251.40 | NAB | 24-Sep-24 | 4.95% | 122 Days | 24-Jan-25 | \$3,087,251.40 | \$0.00 | |
| \$514,750.36 | NAB | 30-Sep-24 | 4.95% | 122 Days | 30-Jan-25 | \$514,750.36 | \$0.00 | |
| \$512,342.37 | NAB | 02-Sep-24 | 4.95% | 90 Days | 01-Dec-24 | \$512,342.37 | \$0.00 | |
| \$553,888.92 | NAB | 17-Oct-24 | 4.95% | 90 Days | 15-Jan-25 | \$553,888.92 | \$0.00 | |
| \$2,117,816.27 | NAB | 25-Nov-24 | 4.95% | 91 Days | 25-Feb-25 | \$2,143,926.33 | \$26,110.06 | |
| \$562,726.53 | NAB | 09-Sep-24 | 4.95% | 91 Days | 09-Dec-24 | \$562,726.53 | \$0.00 | |
| \$549,214.22 | NAB | 02-Sep-24 | 4.95% | 90 Days | 01-Dec-24 | \$549,214.22 | \$0.00 | |
| \$1,657,911.30 | IMB | 28-Nov-24 | 4.80% | 91 Days | 28-Feb-25 | \$1,677,545.06 | \$19,633.76 | |
| \$563,997.88 | IMB | 16-Oct-24 | 4.75% | 92 Days | 16-Jan-25 | \$563,997.88 | \$0.00 | |
| \$520,596.08 | IMB | 18-Oct-24 | 4.75% | 91 Days | 17-Jan-25 | \$520,596.08 | \$0.00 | |
| \$1,600,000.00 | IMB | 04-Nov-24 | 4.80% | 92 Days | 04-Feb-25 | \$1,627,340.27 | \$27,340.27 | |
| \$2,118,117.60 | IMB | 30-Aug-24 | 4.80% | 129 Days | 06-Jan-25 | \$2,118,117.60 | \$0.00 | |
| \$2,409,948.92 | IMB | 28-Nov-24 | 4.80% | 91 Days | 28-Feb-25 | \$2,438,802.28 | \$28,853.36 | |
| \$548,899.88 | IMB | 05-Sep-24 | 4.75% | 90 Days | 04-Dec-24 | \$548,899.88 | \$0.00 | |
| \$552,169.57 | IMB | 17-Oct-24 | 4.75% | 120 Days | 14-Feb-25 | \$552,169.57 | \$0.00 | |
| \$42,809,258.02 | | | | | | \$40,378,047.54 | (\$2,431,210.48) | |

| ON CALL INVESTMENTS | | | | | | | |
|--|--------------|------------------|------------------------------------|-----|-------------|------------------------|-------------------------|
| \$1,829,795.88 | CBA | Variable | 4.20% | N/A | On Call A/c | \$2,839,091.31 | \$1,009,295.43 |
| Movements On Call Funds | | CBA | | | | | |
| 01-Nov-24 | Interest | \$9,295.43 | | | | | |
| During Month | From On Call | (\$1,200,000.00) | | | | | |
| During Month | To On Call | \$2,200,000.00 | | | | | |
| On Call - Net Change for Month | | \$1,009,295.43 | | | | | |
| \$1,829,795.88 | | | | | | \$2,839,091.31 | \$1,009,295.43 |
| \$44,639,053.90 | | | | | | \$43,217,138.85 | (\$1,421,915.05) |
| I certify that the above Investments have been made in accordance with the Local Government Act, the Regulations thereunder and Council's Investment Policy. | | | | | | | |
| Signed copy held in Council records | | | Robert Rayner | | | | |
| | | | Director Corporate Services | | | | |

Analysis – Opening and Closing Balances:

| INVESTMENT TYPE | OPENING 1/11/24 | CLOSING 30/11/24 | VARIATION NOV |
|-----------------|----------------------|----------------------|-----------------------|
| IBDs | 42,809,258.02 | 40,378,047.54 | (2,431,210.48) |
| On Call Funds | 1,829,795.88 | 2,839,091.31 | 1,009,295.43 |
| TOTAL | 44,639,053.90 | 43,217,138.85 | (1,421,915.05) |

Analysis – Change During Month:

| | VARIATION – NOV 2024 |
|---|-----------------------|
| ADD – Interest Incorporated in IBDs Rolled Over | 190,696.27 |
| ADD – New IBDs | 0 |
| LESS – IBDs recalled | (2,621,906.75) |
| ADD – Interest from On Call Funds | 9,295.43 |
| LESS – On Call Funds recalled | (1,200,000.00) |
| ADD – Funds applied to On Call Funds | 2,200,000.00 |
| TOTAL VARIATION | (1,421.915.05) |

Funds Held on Behalf of Other Organisations:

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

- IBD with Bendigo Bank – Ref No. 173016924 (matures 04/2025) \$27,062.95

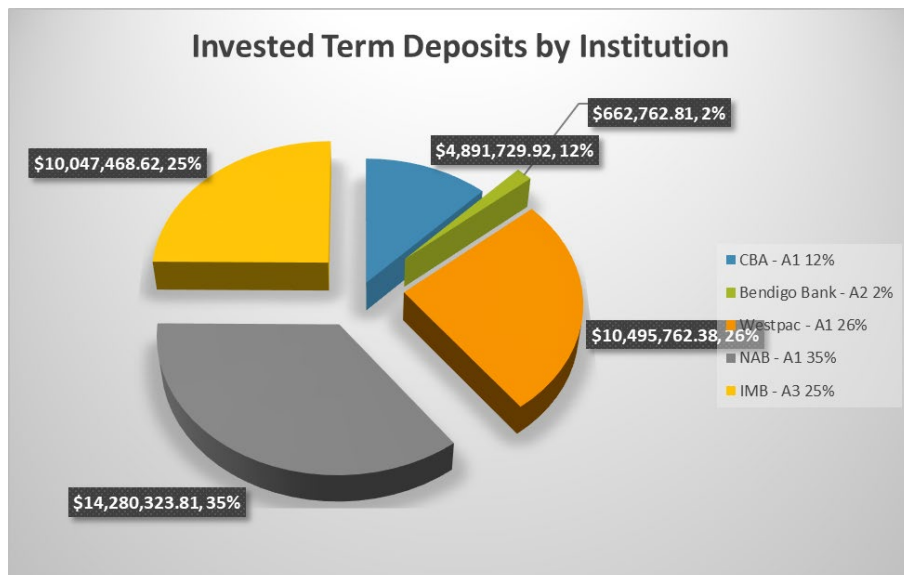
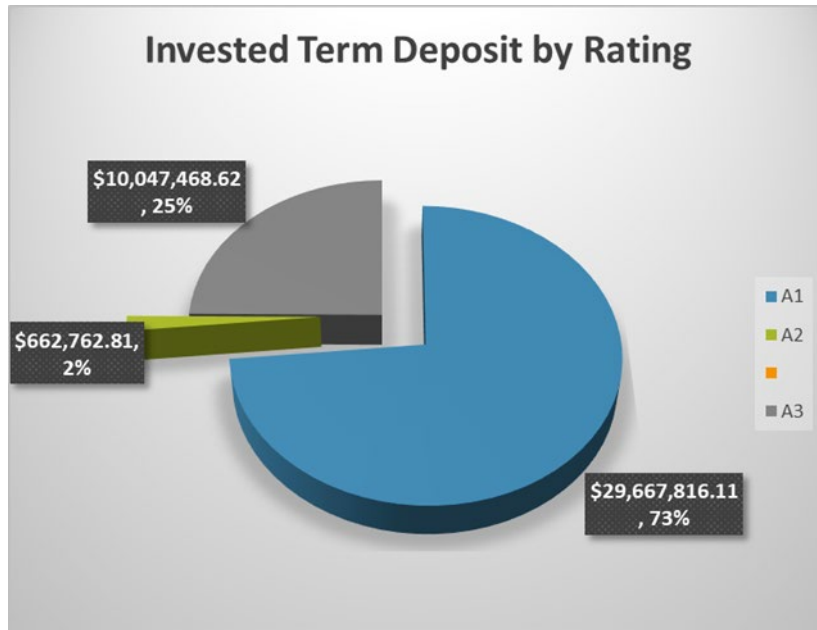
Compliance with Policy Limits:

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:

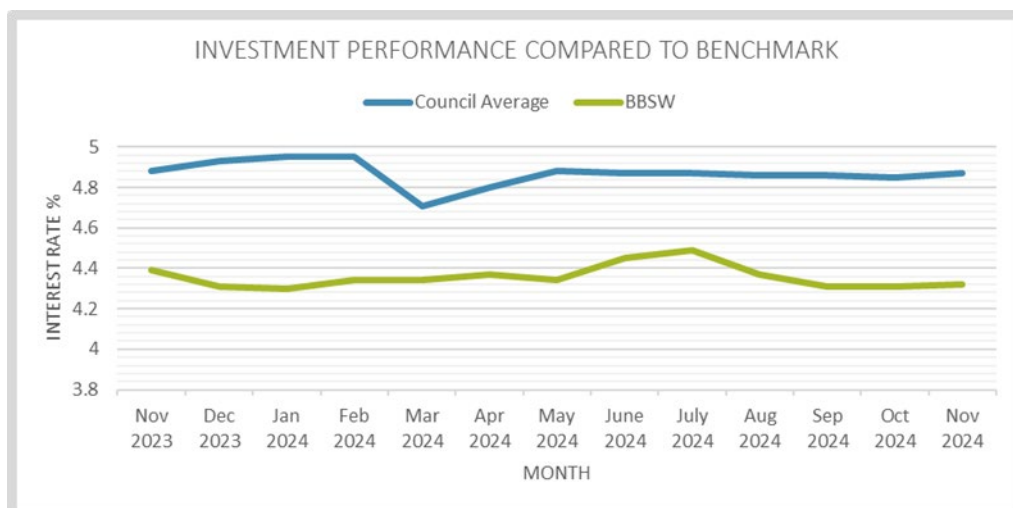
| S&P LONG TERM CREDIT RATING* | S&P SHORT TERM CREDIT RATING* | PORTFOLIO MAXIMUM |
|---|-------------------------------|-------------------|
| AAA Category | A1 + | 50% |
| AA Category or Major Bank** (see note below) | A1 | 50% |
| A Category | A2 | 30% |
| BBB Category | A3 | 30% |
| NSW Treasury 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 & Governance

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

Recommendation:

That Council receive the investment report as at 30 November 2024 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 Regulation and Council's Investment Policy.

10.14 Disability Inclusion Action Plan Review

CM:PLN:DSCBP

Author: Director Corporate and Community Services

Purpose: Review of the existing Disability Inclusion Action Plan

Separately Circulated: [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 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. The Plan seeks to make things fairer, easier and more spontaneous for all people with disability regardless of the degree of significance of the disability. It aims to build a reputation of inclusion and accessibility for all members of our community.

The Disability Inclusion Action Plan is currently due for review as part of the wider review of Council's Integrated Planning & Reporting suite of documents following the recent Council elections. All plans and strategies must be reviewed by 30 June 2025.

An extensive review of the DIAP was undertaken in mid-2023. The review that has currently been undertaken determined that the Plan remains fit for purpose pending Council consideration.

Issues

The Disability Inclusion Action Plan was last adopted by Council in September 2023. 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

Goal 1 – Thriving and Liveable Communities

Goal 2 – Accessible and Connected

Goal 3 – Resilient and Welcoming

Goal 4 – Reliable and Relevant Services

Goal 5 – Civic Leadership and Governance

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.**

10.15 Community Engagement Strategy Review

RCV:NOT:REP

Author: Director Corporate and Community Services

Purpose: Review of the existing Community Engagement Strategy

Separately Circulated: [Draft Community Engagement Strategy](#)

Background

The *Local Government Act 1993 s402A* requires that a council must establish and implement a strategy for engagement with the local community (called its Community Engagement Strategy) when developing its plans, policies and programs, and for the purpose of determining its activities (other than routine administrative matters).

The Community Engagement Strategy must be prepared, adopted and implemented, based on social justice principles, for engagement with the local community to support council in developing its plans and determining key activities. This includes development of the Community Strategic Plan and all relevant council plans, policies and programs. As a minimum, the Strategy must identify relevant stakeholder groups within the community and outline methods that will be used to engage them.

Where a council has community engagement requirements under other legislation or regulations, these should (wherever practical) be integrated into the Community Engagement Strategy. For example, the Community Participation Plan requirements of the *Environmental Planning and Assessment Act 1979* may be wholly integrated into a council's community engagement strategy.

The Office of Local Government IP&R Guidelines 2021 state that combining the Community Engagement Plan and the Community Participation Plan is considered best practice. An all-encompassing Community Engagement Strategy provides the community greater clarity about how and when they will be able to have a say as well as providing consistency of approach and delivery.

The current Community Engagement Strategy was developed and presented to Council in March 2023. The strategy has been reviewed and is considered fit for purpose.

Issues

The Community Engagement Strategy is due for review within three months of each local government election.

Financial implications

Some forms of community engagement will result in operational expenditure which will be included in the appropriate year's budget.

Statutory implications (Governance including Legal)

Local Government Act 1993

Environmental Planning and Assessment Act 1979

Office of Local Government Integrated Planning & Reporting Guidelines 2021

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities

Goal 2 – Accessible and Connected

Goal 3 – Resilient and Welcoming

Goal 4 – Reliable and Relevant Services

Goal 5 – Civic Leadership and Governance

Recommendation:

That Council:

- 1. approve the draft Community Engagement Strategy and place the document on public exhibition for a period of 28 days.**
- 2. adopt the Community Engagement Strategy after the exhibition period if no submissions are received.**

10.16 Council Policy 082 – Councillors Expenses and Facilities Policy

CM:POL:CWP

Author: Director Corporate & Community Services

Purpose: Statutory annual review - Councillors Expenses and Facilities

Policy Separately Circulated: [Councillors Expenses and Facilities Policy](#)

Background

Section 252 of the *Local Government Act 1993* requires Council to adopt or amend a policy within 12 months of local government elections for the payment of expenses and the provision of facilities to the mayor, deputy mayor and other councillors. Councillors may only be reimbursed for expenses and provided with facilities in accordance with this policy.

The policy has been reviewed and no amendments have been proposed other than to update updated naming of legislation. The document requires re-adoption for a twelve-month period.

Financial implications

Provision for payments arising from this policy are made annually in Council’s budget.

Statutory implications (Governance including Legal)

Local Government Act 1993 - s252 and s253

Local Government (General) Regulation 2021 clause 403

Policy implications

It is standard practice to review Council policies regularly to ensure continuing functionality. It is a legislative requirement that Council review and adopt this policy annually and within the first 12 months of local government elections (s252).

Risk implications

Meets governance requirements in accordance with the Act.

Community Strategic Plan

Goal 5 – Civic Leadership and Governance.

Objective 5.1.1 Develop and implement frameworks and policies to ensure that outcomes are transparent, consistent and ethical.

Recommendation:

That Council:

1. **approve the Councillors Expenses and Facilities Policy and that the draft policy be placed on public exhibition for a period of 28 days.**
2. **adopt the policy after the public exhibition period if no submissions are received**

10.17 Council Policy 19 - Investment of Surplus Funds Policy

CM:POL:CWP

Author: Director Corporate and Community Services

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

Separately Circulated: [Draft Council Policy 19 – Investment of Surplus Funds](#)

Background

The Office of Local Government Investment Policy Guidelines (2010) recommend that the investment policy of Council be reviewed at least annually. This policy was last adopted by Council in December 2023. The draft policy has minor administrative amendments made during the review process. It is best considered best practice that this policy be placed on public exhibition for 28 days regardless of the minor nature of the proposed amendments.

Issues

Nil

Financial implications

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

Statutory implications (Governance including Legal)

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

Local Government Act 1993, s625

Local Government (General) Regulation 2021, clause 16

Ministerial Investment Order 2011

NSW Office of Local Government Investment Policy Guidelines 2010

Council Code of Conduct

Policy implications

It is standard practice to review Council policies regularly to ensure continuing functionality. The Office of Local Government Investment Policy Guidelines (2010) recommend that council investment policies be reviewed at least annually. This policy was last reviewed in December 2023.

Risk implications

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

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

Recommendation:**That Council:**

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

10.18 State of our Shire Report

IM:PUB:AR

Author: Director Corporate & Community Services

Purpose: To present the 2022/2024 State of our Shire Report

Separately Circulated: [State of our Shire Report 2022/2024](#)

Background

The purpose of this report is to present the new Council with the State of our Shire Report (formerly End of Term) which outlines the key achievements of the outgoing Council. The Integrated Planning and Reporting (IP&R) provisions outlined in the *Local Government Act 1993* stipulate that the State of our Shire report be presented for endorsement by Council. This document outlines Council's progress in implementing the Community Strategic Plan (CSP) during its term of office.

Council has incrementally received a report on the progress of the Delivery Program in meeting community strategic direction through a series of bi-annual reports.

Issues

This report provides information that sets the scene for the new Council and includes achievements to date to assist the new Council in undertaking a review of the CSP which is an essential component of the IP&R cycle. The report summarises Council's performance against the Delivery Program adopted in July 2022 and highlights projects, services, programs and events delivered during the term of Council.

Financial Implications

Nil

Statutory Implications (Governance including Legal)

Local Government Act 1993 s428 (2)

Integrated Planning & Reporting Guidelines 2021

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

This report encompasses all areas of the Community Strategic Plan.

Recommendation:

That Council note and endorse the Carrathool Shire Council State of our Shire Report.

10.19 New Contract Management Policy

CM:POL:CWP:DCWP

Author: Director Corporate and Community Services

Purpose: Presentation of a proposed contract management policy

Attachment: Draft Council Policy – Contract Management

Background

As part of the management letter following the audit of the 2023/2024 annual financial statements, it was recommended that Council develop a contract management policy. The NSW Audit Office considered this to be a key corporate policy which was essential for corporate governance.

The attached Contract Management Policy provides standardised practices for negotiating, executing and monitoring contracts. It ensures compliance with legal requirements, minimises risks, and fosters efficient resource allocation. By promoting transparency and accountability, the policy enhances stakeholder relationships and supports continuous improvement for organisational success.

Issues

Nil

Financial implications

Contract management involves the disbursement of council funds over the life of each contract for good/services/projects included in council budgets (either original or by variation through quarterly budget review process).

Statutory implications (Governance including Legal)

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

Local Government Act 1993

Local Government (General) Regulation 2021

Government Information (Public Access) Act 2009

Council Code of Conduct

Council Policy 166 – Procurement & Credit Cards

Policy implications

It is good practice to have a range of policies, procedures and guidelines across all areas of the procurement process. This newly developed policy contributes to the promotion of transparency and accountability involving the expenditure of Council funds.

Risk implications

It is incumbent on Council to minimise financial risk through effective and efficient contract management. This policy is designed to establish a framework for the management and administration of contracts to ensure Council is exposed to minimal risk.

Community Strategic Plan

All goals within the Community Strategic Plan

Recommendation:**That Council:**

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

ATTACHMENT



Doc Id:
New Council Policy

Contract Management

| | |
|---------------------|---|
| Application | All Staff managing procurement |
| Responsible Officer | Director Corporate & Community Services |
| File No | CM:POL:CWP:CWP |
| Authorised by | Council |
| Effective Date | |
| Distribution | Internet / Intranet / Public Exhibition |

Purpose

To provide a clear and standardised approach to managing and administering contracts for goods and services purchased from suppliers.

The effective management of contracts with suppliers is essential both in maximising benefits to Council and achieving corporate objectives. These benefits can be summarised as follows:

- **Business Benefits**
Maximises outcomes to Council and our community (i.e. Council 'gets what it is paying for') by managing supplier performance, maintaining quality, improving productivity and identifying opportunities for improvement and innovation.
- **Value for Money**
Enables savings and benefit opportunities identified during the procurement or contract management process to be realised, while also ensuring the achievement of expected procurement outcomes. It enables further benefits through ongoing performance reviews, service improvements, supply chain improvements, innovation etc.
- **Risk Management**
Reduces contractual risks through robust contract management practices. Ensures Council is aware of, and complies with, its own contractual and legislative obligations.

Scope

This policy commences in the post-contract award stage of the procurement lifecycle. The pre-contract award stage is covered by Council's Procurement Policy.

This Contract Management Policy applies to all Council staff and contractors involved in the management of supplier contracts on behalf of Council.

This policy applies to all contracts and any other documents that create legally binding obligations on Council for the procurement of goods, services and works which may include procurements that are simple in nature and/or low risk. Further, it applies to a contract until all contractual obligations have been completed.

Management of contracts is closely linked to Council's Procurement Policy and the frameworks and guiding principles they provide in that it ensures expenditure of Council funds results in the most advantageous outcomes for the community. The policy ensures that Council staff and contractors consider end-to-end management, and the risks associated with procurement, through to executing the contract and completion of the process. The lifecycle of a contract is detailed in the diagram below:

| | | |
|---|-----------------|------------|
| | Effective Date: | 17.12.2024 |
| Uncontrolled document when printed. Please refer to website or intranet for controlled document | Version No.: | 1 |



Definitions

| TERM | MEANING |
|---------------------|--|
| Contract | An agreement, exchange of letters, heads of agreement, deeds of agreement, binding memoranda of understanding, response to tender, grant application, trust deed and any other document which creates or may create binding obligations on Council and on the other party/parties to the contract. |
| Contract Management | Refers to all activities at the commencement of, during and after the contract period, to ensure that all contractual obligations have been completed. |
| Contract Manager | The Council staff member who is ultimately accountable for the outcomes of the contract (including financial delegations). The contract manager approves contract variations including extensions. |
| Contract Variation | Is an addition or alteration to the original contract and may include a change to the scope of the contract, value of the contract, the contract options to be exercised, contract prices and quantity purchased. |
| Contractor | The supplier or the service provider (the other party) under a contract. |
| Contract Value | The value of a contract is whichever of the following values (including GST) is appropriate to the kind of contract concerned: <ul style="list-style-type: none"> • Total estimated value of the project, or • Total estimated value of the goods and/or services over the term of the contract, or • Value of the real property transferred. |
| Contract Register | The schedule of permitted agreements valued over \$150k. |

Policy Statement

Carrathool Shire Council is committed to ensuring that all contracts are managed in a manner that is transparent, accountable, and consistent with Council's policies, procedures and guidelines. The purpose of this policy is to establish a clear framework for the management of contracts entered by Council, with a focus on ensuring that Council's interests are protected and that all contracts are managed effectively and efficiently.

Council will ensure that a clear and comprehensive process is in place for the management of contracts, including the following steps:

Contract Negotiation and Preparation

Council will ensure that all contracts are negotiated and prepared in accordance with Council policies and procedures, and that all necessary approvals are obtained before contracts are executed. Council will also ensure that contracts are prepared in a manner that protects Council's interests, and that contracts are clearly and concisely written to minimise the risk of disputes.

Contract Execution and Signature

Council will ensure that contracts are executed in accordance with Council policies and procedures, and that contracts are signed by authorised representatives of Council and the relevant parties. Council will ensure that contracts are executed in a manner that protects Council's interests while executing contracts in a timely manner.

Contract Monitoring and Review

Council will monitor contracts regularly to ensure that they are being performed in accordance with the terms and conditions of the contract. Council will also conduct regular reviews of contracts to ensure that they are still in line with policies and procedures, and that they continue to meet Council's needs.

Contract Close-out

Council will ensure that contracts are closed out in accordance with policies and procedures, and that all necessary documentation is completed and filed appropriately. Council will also ensure that all outstanding issues and obligations under contracts are resolved before contracts are closed out.

Contract Records

Council will maintain an accurate and up-to-date record of all contracts entered into, including contracts that have been executed, are in force, or have been closed out. Council will also ensure that all contract records are stored securely and that they are easily accessible by authorised staff.

Mandatory Requirements

The following minimum requirements apply to all Council contracts valued at \$150k or greater. Good contract management, however, is required for the supply and delivery of all goods and services provided to Council no matter the value. Council staff are encouraged to use this framework for contract management for binding agreements of less than \$150k.

1. Staff must adhere to Council's procurement policy, procedures and processes.
2. Each contract must be stored Council's electronic document management system (MagiQ).
3. Contract details must be entered into Council's contract register in accordance with the *Government Information (Public Access) Act 2009*.
4. The Contract Manager may manage a contract valued at more than their level of financial delegation. However, the Contract Manager must not approve or incur

expenditure on goods, services or a contract valued at more than their level of financial delegation.

5. All contracts must include appropriate clauses in the areas of Work, Health and Safety, Quality Assurance, Financial Capability, Performance, Disclosure of Information and any other areas as required that allow and support contract compliance and risk management, having regard to project value, requirements and complexity.
6. Verification that deliverables itemised in an invoice have been delivered and accepted by Council and the supplier has fulfilled the required obligations under the contract prior to making a payment.
7. All relevant approvals and licences must be obtained prior to commencement of a contract.

Ethics and Probity

Council's Code of Conduct must be adhered to in the management of contracts on behalf of Council, ensuring responsible decision-making, declaration and appropriate management of any conflicts of interest and appropriate declining of any offered gifts or benefits.

Contract Managers must:

- Be suitably qualified or experienced
- During the contract term, effective communication (including verbal and written) together with the establishment and maintenance of open and collaborative relationships with all stakeholders.

Reference

This policy has been prepared to encompass the legislative requirements and obligations for the management of all Council contracts. Where this policy is silent on matters referred to in the following legislation, such matters must be followed in accordance with the legislation.

Associated Documents

Local Government Act 1993
Local Government (General) Regulation 2021
Government Information (Public Access) Act 2009
 Council Code of Conduct
 Council Policy 166 – Procurement & Credit Cards

Revision Table

| Minute /Date | Amendment Summary – Reason or Reference |
|--------------|---|
| 2024 | New policy |

Review

This policy will be reviewed every four years or as required in the event of legislative changes. This Contract Management Policy may also be changed as a result of other amendments that are to the advantage of Council and in the spirit of this policy. Any amendment to the Contract Management Policy must be by way of Council resolution.

10.20 Privacy and the Mandatory Notification of Data Breach Scheme

CM:POL:CWP

Author: Director Corporate & Community Services

Purpose: To provide an update on the first Mandatory Notification of Data Breach Scheme (MNDB Scheme) Trends Report.

Attachment: Circular No.24-22/ 22 September 2024 / A935874

Background

Council have been required to provide mandatory data breach reports since November 2023. The Privacy Commissioner has now released the first MNDB Scheme Trends Report from November 2023 to June 2024. This report provides preliminary insights into the operation of the MNDB Scheme since its inception.

The MNDB Scheme requires NSW public sector agencies, including councils, to notify the Privacy Commissioner and provide notifications to affected individuals in the event of an eligible data breach subject to the Privacy and Personal Information Protection Act 1998. The MNDB Scheme also requires the local government sector to satisfy other data management requirements, including to maintain an internal data breach incident register, and have a publicly accessible data breach policy.

Issues

Council have recently improved its Cyber Security by introducing multi-factor authentication (MFA), cyber security training, improved email filtering and compliance with NSW Cyber Security Essential Eight guidelines.

This is to better protect the personal data Council holds, which includes banking information, and medical records. This adds another level of compliance and cost to Council's levels of governance.

This project was completed in September 2024 and was implemented in a three-month period.

Financial implications

The Managed Security as a Service (MSaaS) set up to meet all the new Cyber Security challenges, cost of implementation was \$5,650.00 with a monthly charge per user of \$35.00. The Microsoft 365 product also had to be updated to business premium which was a cost of \$30.20 per month per user, an increase of approx. \$12 per month per user.

Statutory implications (Governance including Legal)

Privacy and Personal Information Protection Act 1998.

Policy implications

Council has a full suite of IT & Cyber Security policies.

Risk implications

Council may be subject to fines for data security breaches and must make all efforts reasonably necessary to protect the private data it holds.

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

Recommendation:

That Council receive the report on the Mandatory Notification of Data Breach Scheme.

ATTACHMENT

Department of Planning, Housing and Infrastructure
Office of Local Government



Circular to Councils

| | |
|-----------------------------|--|
| Subject/title | Mandatory Notification of Data Breach Scheme Trends Report 2023-2024 |
| Circular Details | Circular No 24-22 / 22 September 2024 / A935874 |
| Previous Circular | <i>Circular 24-06 Privacy and the Mandatory Notification of Data Breach Scheme</i> |
| Who should read this | Councillors / General Managers / All council staff |
| Contact | Information and Privacy Commission / 1800 472 679 |
| Action required | Information / Council to Implement |

What’s new or changing?

- The Acting Privacy Commissioner has released the first Mandatory Notification of Data Breach Scheme (MNDB Scheme) Trends Report (the Report) for November 2023 to June 2024.
- The Report provides preliminary insights into the operation of the MNDB Scheme following its commencement in November 2023.
- It draws from the statistical data from notifications received and the Information and Privacy Commission’s (IPC) broader engagement with agencies.

What will this mean for council?

- The Report provides useful insights that councils may draw from to uplift their data breach preparedness and understanding.
- Council staff can be its most valuable asset in ensuring that personal information is safely and securely handled. Councils should build a pro-privacy culture, invest in training on end-to-end information management, document security and privacy awareness, and embed robust privacy practices into the design of systems and processes.

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Locked Bag 3015 NOWRA NSW 2541
www.olg.nsw.gov.au



Key points

- The MNDB Scheme requires NSW public sector agencies, including councils, to notify the Privacy Commissioner and provide notifications to affected individuals in the event of an eligible data breach subject to the *Privacy and Personal Information Protection Act 1998*.
- The MNDB Scheme also requires the local government sector to satisfy other data management requirements, including to maintain an internal data breach incident register, and have a publicly accessible data breach policy.
- The Report shows that:
 - 78% of notifications from the local government sector were attributable to human error. Human error was the dominant cause of data breaches across all sectors
 - 22% of notifications for the local government sector involved a criminal or malicious attack
 - 11% of all notifications from the local government sector involved a systems fault
 - 7,054 individuals were affected by a council data breach.
- Cyber security for local government is an area requiring attention, having regard to the total number of cyber incidents notified during the reporting period.
- Data breach readiness is key to responding to data breaches in a timely, effective and efficient manner.
- Delegations should be made to officers with the appropriate level of seniority and necessary expertise to respond to a data breach.
- Notifications to affected individuals are most effective when they provide clear advice on what happened and what steps an individual should take. Provision of assistance should be meaningful and comprehensive. Councils should recognise that the nature of assistance may differ in individual circumstances.
- Councils should consider their data breach response plans and service contracts to ensure that they adequately address their data breach requirements under the MNDB Scheme.



Where to go for further information

- The Report can be accessed at [MNDB Scheme Trends Report](#).
- For resources to support councils with their MNDB responsibilities, go to [Mandatory Notification of Data Breach Scheme](#) on the IPC's website.
- For more information, contact the IPC at 1800 472 679.

A handwritten signature in black ink, appearing to read "D. Lester".

Danny Lester
A/Deputy Secretary
Office of Local Government

| |
|---|
| 10.21 Community Development Officer Report – December 2024 |
|---|

ED:TOU:TEP

Author: Community Development Officer

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

| |
|-------------------|
| Background |
|-------------------|

Annual Pool Parties

Council's annual pool parties have been planned in Hillston and Goolgowi over the weekend of 18 and 19 January 2025.

The parties will include free pool entry, music, sausage sizzle cooked by local community groups and the Mr Twister ice cream van. In previous years these events have been well attended and are looked forward to by the communities each year.

School Holiday Break Funding Summer and Autumn

Council was successful in securing \$7,560.00 for summer and autumn school holiday events. The summer events will take place during January 2025 and consist of boxing fitness classes and a teen pool party in Hillston, a youth disco in Goolgowi and a youth pottery workshop in Rankins Springs. Information for these events has been provided to the schools in the area and is available on Council's website and social media.

Australia Day Ceremony 2025

The 2025 Australia Day ceremony will take place at Merriwagga Hall. Council have applied to the National Australia Day Council Ambassador Program and are currently awaiting further information on our 2025 Australia Day Ambassador.

The ceremony will begin at 11am and following the ceremony a luncheon will be provided by the Merriwagga Hall Committee and a bouncy castle will be available for the children.

Australia Day Under the Stars

This year our evening Australia Day event "Hilly BBQ & Beats" will be held in Hillston at the Stan Peters Oval with live music from the Baker Boys Band and a free BBQ provided by the Hillston Central School P & C. This free event starts at 7pm until 11pm on Sunday 26 January 2025. This event is funded by the National Australia Day Council.

Boat Ramp Grant Funding Applications

An application has been submitted to ClubGrants Community Infrastructure for the Hillston Boat Ramp. This funding allows for 50% of project costs to be funded if successful.

A Registration of Interest (ROI) is also being prepared for both the Hillston and Carrathool Boat Ramps for submission to the NSW Government's Boating Infrastructure for Communities. The ROI process closes on 19 December 2024 and if successful Council will be given the opportunity to submit a full grant application for the projects in February 2025.

Settlers Park Upgrades

Council was invited to apply for \$1,950 under the Local Small Commitments Allocation Program (LSCA). Council has applied for the funding to repaint the basketball court and paint distance markers around the walking track at Settlers Park, Goolgowi.

Hillston Subdivision Update

The Hillston subdivision has now been completed and the blocks will be advertised for sale as soon as the solicitor finalises the covenants determined by Council in June 2024. The blocks will be advertised on Council's website and in the local paper for sale. A for sale sign will also be erected at the site with information for potential buyers.

Grant Applications

- TfNSW, New School Bus Stop Shelter, Goolgowi – Pending
- Festivals Australia, Lake Woorabinda Arts Workshop – Pending
- Growing Regions Program, Hillston Arid Zone Botanic Garden – Pending
- School Holiday Break Program, Ready, set, summer! – Successful
- Get Active NSW, HAZBG internal Footpaths - Pending
- ClubGrants Community Infrastructure, Hillston Boat Ramp – Pending
- Boating Infrastructure for Communities ROI, Hillston Boat Ramp – Pending
- Boating Infrastructure for Communities ROI, Carrathool Boat Ramp – Pending
- LSCA Program, Settlers Park Upgrades - Pending

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 November 2024.

10.22 Lake Woorabinda Festival 2025

CP:MNT:LW

Author: Community Development and Projects Manager

Purpose: For Council to consider funding the 2025 Lake Woorabinda Festival.

Background

In 2025 the Lake Woorabinda Festival will be entering its third year. In 2024 the event was funded by Council at a cost of approximately \$43,000. The event was well supported and enjoyed by the community. Event entry was free and free family entertainment was provided making it an affordable day out for families while offering a way to support local businesses.

The proposed 2025 event will consist of:

- Live Music
- Markets
- Food stalls from local community groups and businesses
- Family Entertainment including jumping castles, face painting and Leeton Lions Train
- Free Hillston Pool entry
- Dry Lake boat race with prizes
- Fireworks

Issues

With the possibility that the lake will be dry for the festival on Saturday 8 March 2025. The event has been considered in this light hopefully with sufficient alternate activities to compensate for the lack of water.

While several grant opportunities have been explored for the event only a \$2,000 grant towards live music has been successful from the South West Arts.

Staff will continue to source grant funds where an opportunity arises.

Financial implications

The following costs have been determined in order to run an event in 2025:

| Element | Costs |
|--|-----------------|
| Markets | \$0 |
| Food | \$0 |
| Children’s entertainment | \$6,500 |
| Art Workshop | \$5,000 |
| Live music | \$3,000 |
| Equipment hire (marquee, chairs, tables, coolroom) | \$10,000 |
| Firework display | \$10,000 |
| Advertising and marketing | \$2,000 |
| Dry Lake Boat Race | \$2,000 |
| Contingency | \$2,500 |
| | \$41,000 |

Should Council wish to proceed with the event it is suggested funds be used from the General Fund Surplus of \$383,682 as identified at the September 2024 budget review.

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 allocate \$41,000 from the General Fund Surplus for the 2025 Lake Woorabinda Festival, noting that any grant funds subsequently obtained will offset the expenditure.

10.23 Goolgowi Subdivision

LUP:SUB

Author: Community Development and Project Manager

Purpose: To provide Council with an update on the progress of the potential subdivision land development.

Background

Council has for some time raised concerns about the lack of building blocks available in Goolgowi. The area located in east corner of Goolgowi’s boundary has been identified as the most viable and cost-effective area to develop.

The proposed parcel of land is zoned RU5, Council currently owns 11 of the 12 blocks that this development will affect and from initial investigations it would appear to be the most economic area to develop for the greater number of serviced residential blocks to be obtained for future sale.



Issues

Council has the potential to open up 11 residential blocks of approximately 2,000 square metres each, providing needed residential land for Goolgowi.

To date clearing of the land has been undertaken with a little more to finish the job. Further investigations have taken place, and costs have been upgraded where necessary.

The following table provides updated information which is expected to be close to the final costs.

| Works | Cost | Source |
|---------------------------------|------------------|---------------|
| Survey and Design | \$40,000 | Quote |
| Power | \$85,000 | Quote |
| Civil works for power and NBN | \$55,000 | Estimate |
| *NBN Design and applications | \$26,000 | Estimate |
| Water Mains Raw and Potable | \$120,000 | Estimate |
| Road Construction (potentially) | \$85,000 | Estimate |
| Drainage K&G 400 @ \$220m2 | \$88,000 | Estimate |
| Total | \$499,000 | |

However, a survey and design will need to be undertaken as the first part of the process and establish a timeline.

Financial implications

It is estimated that the anticipated costs and potential revenue will result in a break-even position for Council. However, there will be a timing lag to recover expenses which will need to be sourced from the development reserve, current balance \$3,631,173.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

As with all projects it will need to be managed closely to ensure timelines of completion to avoid cost creep.

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities.

Recommendation:

That Council:

- 1. proceed with the Goolgowi Subdivision.**
- 2. identify \$500,000 from Development Reserve to undertake the works.**
- 3. proceed with a detailed survey and design to establish a reliable cost base.**
- 4. require a status report once the survey and design are completed.**

10.24 Shovel Ready Projects

GS:PRO:GP

Author: Community Development & Projects Manager

Purpose: To provide Council with further information on the potential shovel ready projects identified in August 2023.

Background

In August 2023 the Council identified a list of potential shovel ready projects to have available should grant funds become available with a short timeframe. The Community Development Department has analysed the various projects, and further information is provided within this report.

Issues

Various projects are expanded below.

Hillston Town Heritage Walk

This project has been discussed at various forums within the community including the Community Resilience meeting and was considered to have value within the community.

The suggestion included using QR codes and website pages to create an interactive element to the walks. This aspect of the project can be managed by Council with minimal third party involvement.

The development of brochures and walking guides for each location can be designed by Council to expand on the existing heritage walks throughout the shire.

Costs anticipated are:

- Brochures and walking guides \$1,500
- Update signage and website upgrade \$5,000

This project is considered viable should an opportunity for funding become available.

Hughie Cameron Park Boardwalk

This park lend itself to the opportunity of creating a boardwalk along and out over the Lachlan River providing access to the swinging bridge and the walking track in Desathalon Park.

Teleo Designs provided a similar type design and costing document for Narrandera Sky Walk project. A quotation has been sought for the preparation of a concept document.



Pictured: Barham Boardwalk and the proposed location of the Hillston Boardwalk.

The above pictures show the type of project when complete, and the anticipated Hillston location on the Lachlan River bank.

The project although potentially costly would be considered through grant funding once costs are established.

Free Local Camping Areas

A popular theme has been for several years that of free camping around Hillston for recreational vehicles and caravans. Camping is popular around the area of Jacksons Bridge, and although Council does not have control of these areas it is not considered problematic to improve access and amenity to the area. There does remain concern of increased rubbish and site maintenance and potentially impacting on use of the Hillston Caravan Park. The area is also subject to flooding and should an expectation be established regarding the site Council may be exposed to costs in restoration of the area following a flood.

Another location brought before Council recently was the Arid Zone Botanic Garden project. At the August 2024 meeting the Council considered a report on this project which included costs and a concept for a car park camping area at the site on Kidman Way.

It is recommended that Council prioritise the camping area at the Arid Zone Botanic Gardens as a free camping area at Hillston.

Hillston Museum Project

Another project suggested has been restoration of the Hillston Museum and upgrades to allow it to operate to some degree unsupervised similar to the Hay Gaol Museum. Staff have met with the Hillston Historical Society to discuss the potential opportunities as they struggle to operate and maintain the facility.

Should Council wish to involve itself in this area it will require resourcing to bring the facility to a satisfactory standard and there may be difficulty in management arrangements.

It is recommended to Council that consideration be given to developing a master plan for the site however again this should be subject to funding.

Paint the Clover Leaf Silo at Rankins Springs

This facility is on privately owned land and Council will have difficulty reaching an agreement for any project and future maintenance.

It is recommended that this project not be pursued.

Rankins Springs Turntable

The is located on TfNSW land beside the Council depot. Contact with TfNSW has proved difficult. Given the nature of the location next to the water treatment plant and depot it is not considered suitable for a restoration project with the only access through Allan James Park.

It is recommended that Council not proceed with this project

Lachlan River Art Trail

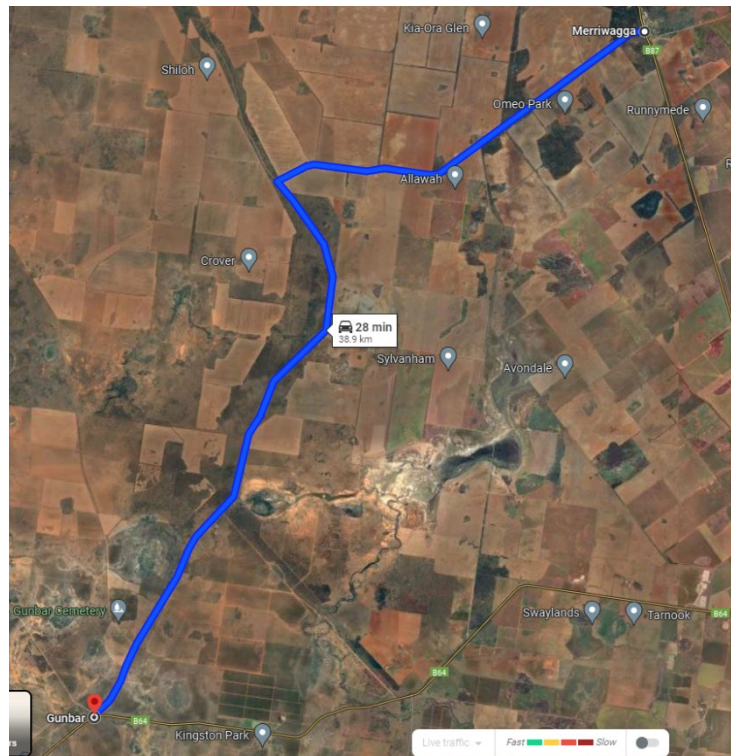
Discussions have been held towards a continuation of the Forbes Shire concept "Sculpture Down the Lachlan" through Lachlan Shire along the Lake Cargelligo Road to Hillston Road, or Lake Cargelligo to Rankins Springs. Consideration has also been given to works along the Lachlan Valley Way then along the recently sealed Lachlan River Road. Council is seeking the co-operation of the NSW government in determining acceptable location along the routes.

Information provided by Forbes Shire Council is that to develop each site is around \$23,000 for vehicular access. Expressions of Interest have been received from various artists and vary with the size and type of sculpture and renown of the artist. Estimates have been within the vicinity of \$200,000.

It is recommended that Council work with Lachlan Shire on this project as there is interest on linking the art trail from Forbes through to Hillston or Rankins Springs.

Black Stump Trail

Development of a Black Stump Trail, a driving 30-minute route that would include interpretive signage depicting the folklore and the area through history. This trail would direct tourists from the Black Stump Park in Merriwagga down Black Stump Road and onto McKinley Road, past the Memorial and onto the Gunbar Cemetery. Updating the current signage along the trail with installation of a gravel turning area / parking areas and inclusion of outdoor furniture at the memorial on McKinley Road.



Folk law stories will be sourced from Pioneers of Gunbar and other literature keeping a heritage theme while telling community stories. The driving route will be advantageous to the LGA by holding the travellers for longer in our communities. The trail has 4 stops being Gunbar Hall and church, Gunbar cemetery, Merriwagga cemetery, Merriwagga and one additional stop within the middle of the route to show case the agricultural area and be a bespoke travellers picnic area with the inclusion of furniture.

- Brochures and walking guides \$1,500
- Signage and website \$7,000
- Gravel turning areas \$20,000
- Shelters and furniture \$20,000

It is recommended that Council proceed with updated signage and brochures to the value of \$8,500 and seek grant funding opportunities for the remaining items to the value of \$40,000.

Carrathool Primitive Camp Area

The RV Dump point has been installed and is operational in accordance with July 2024 resolution. The continuation of the project with power is subject to funding sources being made available.

Old Carrathool Bridge

The old Carrathool bridge is a heritage-listed bascule lift span bridge completed in 1922 and the lift span was last opened for river traffic in the 1930s. The purpose of this project is to highlight the history of the bridge through installation of interpretive signage and a designated walking track to the bridge and across the bridge from the parking area.

There is however difficulty with ongoing maintenance of the bridge and ownership with the structure belonging to the NSW government.

Council should be very wary of future implications, and it is suggested that further investigation be undertaken to ensure that Council is not substantially financially incumbered with the nature and location of this structure.

Rankins Springs Bird Watching Trail

It would appear this project has run its course with little interest shown by trail organisers or hide owners.

It is recommended that Council no longer actively pursue this initiative.

Flat Mountain Bike Track

Many visitors are now travelling with bicycles, to encourage these travellers to stop it is proposed to develop one or more bicycle tracks within the Shire. Flat Mountain Bike Tracks are similar to pump tracks with raised sections, berms and other popular obstacles. Alternatively, simple bicycle trails could be developed through some of our natural bush areas, such as the Bunyip Walk at Goolgowi or the State Forest just outside Hillston.

The majority of grant funding bodies within the recreation space have requirements to have extensive consultation and designs already developed prior to grant application, the benefit of this for Council would be accurate costings and an idea of community expectations. If Council proceeds with this project, it is recommended that Council commences consultation with the targeted stakeholder group and procure designs of mountain bike track and trails. Cost have been estimated to be \$30,000.

Should Council wish to pursue this idea as an event further consideration should be given to full scoping, otherwise as a trail for local people it could be developed.

It is suggested that Council determine the proposed use of this project if it wishes to further develop the idea.

Hillston Showground Amenities

This project consists of constructing new amenities to assist in handling larger scale events, and to support travelers in quieter months.

The Hillston Showground Trust in conjunction with the Hillston Jockey Club are preparing an application for the Crown Reserves Improvement Fund and Council have offered assistance with the process if required.

It is recommended that Council continue to support the Hillston Showground Trust in their grant application processes.

Financial implications

Should Council adopt the staff recommendations there will be a financial impost of \$15,000 which could be sourced from the General Fund surplus for 2024/25.

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 take the following actions in regard to the shovel ready projects.

1. **Hillston Town Heritage Walk**

- Upgrade brochures and walking guide at a cost of \$1,500
- Update signage and integrate to website at a cost of \$5,000

These costs to be sourced from the 2024/25 general fund surplus.

2. **Hughie Cameron Park Boardwalk**

Seek quotation for a concept design and project scope which includes potential costs to undertake project.

3. **Free Local Camping Area**

Incorporate camping into the Hillston Arid Zone Botanic Gardens in accordance with Council resolution 0973 of August 2024.

4. **Hillston Museum Project**

Council continue to work with the Local Historical Society to source funding to restore and upgrade the Hillston Museum.

5. **Painting Clover Leaf Silo – Rankins Springs**

Council not proceed with this idea as a project.

6. **Rankins Springs Railway Turntable**

Council not proceed with this idea as a project.

7. **Lachlan River Art Trail**

Council work with Lachlan Shire Council to further develop this concept with a view to determining a scope and cost for both the Lake Cargelligo to Hillston concept and the Lake Cargelligo to Rankins Springs concept.

8. **Black Stump Trail**

- Council update brochure and walking guides at a cost of \$1,500.
- Upgrade signage and integrate to website at a cost of \$7,000

The costs to be sources from the General Funds Surplus for 2024/25.

9. **Carrathool RV Dump Point**

Council note the installation and operation of this facility and continue to source funding for power upgrades for a primitive camping area at Carrathool.

10. **Old Carrathool Bridge**

Consider this a low priority and determine a position of legalities and expenses prior to further consideration.

11. **Rankins Springs Birdwatching Trail**

No longer actually pursue this as a project.

12. **Flat Mountain Track – Bicycle Trails**

Consider the project a local project only and proceed should funding become available.

13. **Hillston Showground Amenities**

Continue to work with the Hillston Show Society and Jockey Club to source funds and opportunities for improvement.

11. Committee Reports

11.1 Audit Risk and Improvement Committee – Chairman’s Report

FM:AUD:INT

Author: Chairperson Audit Risk and Improvement Committee (ARIC) Mr John Batchelor

Purpose: To inform Council of the four year Internal Audit Programme for 2024/25 to 2027/28.

Background

Carrathool Shire Council

Audit Risk and Improvement Committee

Chairperson’s Report –ARIC Meeting 4th December 2024

The Chairperson welcomed ARIC members together with non-voting members, Council’s Internal auditor, and staff who were in attendance.

Matters discussed included –

1 Audit risk and improvement Plan

The Internal Auditor gave an overview of the proposed plan which was adopted by the Committee

2 Internal Audit Programme

The Committee discussed the Programme for the period 2024/25 to 2027/28 and it was agreed that the following audits be undertaken –

- | | |
|---------|---|
| 2024/25 | Fraud and corruption Prevention Recruitment Processes and Planning –Vulnerable Positions Grant Management and Funding |
| 2025/26 | Legislative, Policy and Code Compliance Enterprise wide Risk Management Project Management and Contract Management |
| 2026/27 | Property Management –Leases and Crown Land Management Delegations Cyber security |
| 2027/28 | Staff training Integrated Planning and Reporting Cost shifting - Impact on Council Services and Funding |

The Committee acknowledged that the above audits may change should issues / circumstances arise.

3 Fraud Control and Prevention – Internal Audit Report

It was agreed that consideration of the Report be deferred pending responses from Management to recommendations made, and that the Report be considered at the next meeting of the Committee in March 2025.

4 Management Letter and Audit Reports

The Committee received and noted the contents of the Management Letter and Audit Report, together with Management’s responses to matters raised.

5 Other Business

The Chair raised the matter of the Financial Statements being presented to the Committee prior to referral to Council and the Auditors. It was agreed that depending on the AO NSW timetable for Council’s audit, it may be practical to incorporate inclusion of the Financial Statements into the quarterly meeting in the period July – September. If this proves not to be practical, then a Special meeting would be called to consider the Financial Statements.

6 Next Meeting

It was agreed that the next meeting will be held on 13th March 2025.

In closing the meeting, the Chair wished everyone a safe and happy Christmas, and New Year.

John Batchelor
Chairperson

10th December 2024

Issues

Nil

Financial Implications

Nil

Statutory Implications (Governance including Legal)

Nil

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Goal 5 – Civic Leadership and Governance.

Recommendation:

That Council note the Carrathool Shire Council Audit Risk and Improvement Committee Chairpersons report from the committee meeting held 4 December 2024.

12. Closed Council Reports

12.1 Australia Day Awards 2024

CR:AWD:AD

Author: Community Development Officer

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

Separately Circulated: Australia Day Award Nominations Booklet

Background

34 compliant nominations have been received for Australia Day Awards across 7 of the 8 award categories. Nominations have been separately circulated to councillors for consideration in determining award winners for each category. It is recommended that councillors consider nominations against the guidelines to determine the Australia Day Award recipients for 2024.

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

Financial implications

Nil

Statutory implications (Governance including Legal)

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

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

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities

Goal 3 – Resilient and Welcoming

Recommendation:

That Council resolve into closed council pursuant to Section 10A(a) of the *Local Government Act 1993* to further consider the report on the Australia Day Awards 2024.

12.2 Tabbita Lane – Rural Driveway Entrance

DA2024/011/012/014/015
RDS:RR:244RTL

Author: Manager Building and Regulatory Services

Purpose: To provide Council with information to clarify requirements of the conditions of approval for the recent DA

Background

Council is asked to consider this report Tabbita Lane – Rural Driveway Entrance in Closed Council under the provisions of section 10A(c) of the *Local Government Act 1993*.

Financial implications

Nil

Statutory implications (Governance including Legal)

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

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

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

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

12.3 Water Issues – Purchase Additional Supply

WS:SP:WSD

Author: General Manager

Purpose: To inform Council of activity to date with additional purchases of water.

Background

Council is asked to consider this report Water Issues – Purchase Additional Supply in Closed Council under the provisions of section 10A(c) of the *Local Government Act 1993*.

Financial implications

Nil

Statutory implications (Governance including Legal)

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

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

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

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

13. Next Meeting

The next **Ordinary Meeting** of Council will be held at the **Hillston District Office** on **18 February 2025** commencing at **10.00 am**.