



ORDINARY MEETING AGENDA

21 May 2024

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



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Definitions

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

Council's Vision & Goals

Motto

Council's Motto is:

"Promoting our future through diversity"

Vision

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

"Carrathool Shire Council's VISION is to 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, 21 MAY 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 16 April 2024

5. Business Arising

6. Motions & Questions (notice given)

7. Presentations/Public Addresses (where scheduled)

Parts of the Meeting that can be Closed to the Public

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

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

Matters & Information

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

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

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

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

8. Mayoral Report

8.1 Mayors Report

GOV:MCCC:MRPC

Author: Mayor Darryl Jardine

Purpose: To inform Council of the Mayor's activity since the meeting held 16 April 2024.

Background

Cobar Council is hosting the NSW Western Division Councils Mid Term Conference Thursday and Friday, 13-14 June 2024. This year the conference starts 1pm Thursday and concludes lunch time Friday which will necessitate only one nights accommodation. Generally the Mayor and General Manager attend on behalf of Council. Cost of registration is \$200 per delegate.

The Hillston Water Tower is now complete and looks fabulous. The artwork has been recognized throughout the state and is now included as part of the silo and water tower art trail in NSW.

ANZAC DAY

From all reports ANZAC Day was well attended at all locations across the shire. It is pleasing to see that sacrifices made by previous generations is not being forgotten by our community.

Thank you to all the Councillors who attended at various locations for the event and laid wreaths on behalf of Council.

Recommendation:

That Council note the Mayors report to the May 2024 meeting.

9. Delegates Report

10. General Managers Report

10.1 Ongoing Action from Previous Business Papers

GOV:MCCC:CR

Author: General Manager

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

Background

1045/20.08.19 – Hillston Common

Responsible Officer: GM

DECISION	ACTION TAKEN
Council renegotiate with the Department of Industry regarding the water licence of 972ML currently held by the Hillston Common Trust, being transferred to Council should it resolve to become the land manager of the land under the <i>Crown Lands Act 2016</i> .	Advised by Minister for Lands, water licence will not be transferred. (August 2023). Local Member seeking assistance from Minister, has had some discussion further information to be provided to minister.

0483/ 18.04.23 – Electric Vehicle Destination Feasibility Assessment

Responsible Officer: GM

DECISION	ACTION TAKEN
2. request Council staff provide a further report and submission on the installation of EV charging stations at Goolgowi and Hillston when funding opportunities are available.	Report May 2024.

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

Responsible Officer: DIS

DECISION	ACTION TAKEN
1. Council increase the width of the culvert bridge over the Umbrella Creek on the Mossgiel Road by two culvert widths being approximately 2.5 metres.	Update this meeting.

0619/ 15.08.23 – Creation of Shovel Ready Project List

Responsible Officer: CDO

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

0766/ 20.02.24 – Ongoing Action Additional Resolution

Responsible Officer: MWS

DECISION	ACTION TAKEN
2. investigate the possibility of topping up the lake from the abandoned bore on Lachlan River Road using solar power.	Report this meeting.

0773/ 20.02.24 – Application for Road Closure – Event

Responsible Officer: GM

DECISION	ACTION TAKEN
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.	DIS provide verbal report.

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.	Update May meeting.

0712/ 21.11.23 – Local Unsealed Road Pavement Stabilisation Trial

Responsible Officer: DIS

DECISION	ACTION TAKEN
Note the report on the stabilisation trial and a further report be presented to Council after further monitoring has occurred.	Update May 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.	Quotes and estimates being sought.
2. Obtain prices for additions to provide for shop space on the original footprint of the larger shop, steel and lined construction.	In progress report to come.

0844/ 16.04.24 – Infrastructure Report

Responsible Officer: DIS

DECISION	ACTION TAKEN
1. Detailing the expectations of the Regional Leak Reduction Program and any actions that may come from the program.	Report this meeting.
2. Meet with the ratepayers at Watkins Road to determine works that need to be done.	DIS to provide information at meeting.

0856/ 16.04.24 – Reforming the Emergency Services Funding System

Responsible Officer: GM

DECISION	ACTION TAKEN
Council advise if it wishes to make a submission and also provide feedback on the eight questions.	Letter provided to LGNSW in support of their submission.

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	In Progress.

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.	In Progress.
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.	Anticipated August 2024 meeting.

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

10.2 Precip of Correspondence

Nil

10.3 Crown Lands Reserves – Goolgowi

PR:TRU:CR

Author: General Manager

Purpose: To inform Council of the situation regarding the management of crown lands for the Goolgowi Sports Ground and the Goolgowi Golf Club.

Background

Both the Goolgowi Sports Ground and the Goolgowi Golf Club are crown lands reserves. At present both are in need of formal management arrangements satisfactory to crown lands, no such arrangements are in place. Should suitable management not be forthcoming these facilities may be lost to the community.

Issues

Goolgowi Golf Club

Crown Reserve 65264 Lot 67 DP 755143.

This reserve consists of approximately 55 hectares and is used by the Goolgowi Golf Club, and maintained by volunteer labour. There is no interest from the group to undertake management of this reserve. Crown lands have indicated there is a possibility use of this land may be lost if a manager of the land cannot be appointed.

The president of the Goolgowi Golf Club has written to Council asking if they will consider the option of being the Crown Land Manager.

Goolgowi Sports Ground

Crown Reserve 61523 Lot 7008 DP 1025447

The oval and football ground is approximately 5.2 hectare. Crown Lands have been trying for some time to recruit community members to form a board to manage the reserve without any success. The current board term expires on 19 June. Council has invested substantial assets at Goolgowi Sports Ground and should look to ways of ensuring the assets remain suitably managed and available to our community.

It is recommended to Council that it inform crown lands it will become the crown lands manager for both reserves to ensure ongoing community usage. There is no onerous requirements with this proposal as Council is already crown land manager to many crown reserves.

Financial implications

No impost on Council resources.

Statutory implications (Governance including Legal)

Council would be appointed Crown Land Manager in accordance with the *Crown Land Management Act 2016*.

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities.

Recommendation:

That Council inform Crown Lands that it wishes to be appointed as the crown land manager of:

- 1. Crown Land Reserve 65264 Goolgowi Golf Course; and**
- 2. Crown Land Reserve 61523 Goolgowi Sports Ground.**

10.4 Internal Audit – Policies

FM:AUD:INT

Author: General Manager

Purpose: To inform Council of the request of the regulation changes to the *Local Government Act* regarding Internal Audit and Risk Management.

Background

Under the regulation Council must:

- 216(K)(1) adopt terms of reference for the Audit Risk Improvement Committee (ARIC).
- 216(O)(1) adopt an internal audit charter.
- 216(S)(1) adopt and implement a system for managing risks.
- 216(T)(1) attest in the annual report if the Council complied with the Act during the year.

Issues

At the April 2024 meeting Council appointed a chair and members to the ARIC as required by Amended Audit Risk Management and Improvement Committee Regulation 2023.

The attached risk management policy, internal audit charter, and terms of reference are provided for Council consideration and adoption which must be by resolution of Council.

Financial implications

Nil

Statutory implications (Governance including Legal)

Council is required to comply with the Audit, Risk Management and Improvement committee regulations.

Policy implications

Council has a risk management policy, this has been reviewed and is considered satisfactory for the regulation requirements.

Risk implications

The appointment of an ARIC has as its objective the minimisation of risk for Council.

Community Strategic Plan

N/A – NSW Government Regulation.

Recommendation:

That Council adopt:

1. the terms of reference for the Audit Risk and Improvement Committee.
2. the internal audit charter.
3. the updated risk management policy.

10.5 Electric Vehicle Charging Stations

GS:PGM:GEN

Author: General Manager

Purpose: To provide Council with information regarding Electric Vehicle (EV) charging station funding opportunities.

Background

At the April 2023 meeting Council requested staff to bring back a report on the potential installation of EV charging stations at Goolgowi and Hillston when funding opportunities are available.

Issues

The current grant opportunity from the NSW government provides for the following funding:

- EV charging hardware – 75% towards recommended price of eligible chargers.
- EV charger installation – 75% towards installation capped at \$3,000 per port.
- EV charging software – 75% of the first year cost of eligible software.

Hillston

The location of the charging stations at Hillston is problematic the rear of the library is one area suitable as is the entrance to the caravan park. It would not be acceptable to install any where in the main street at the risk of losing car parking. Both sites have been assessed as having sufficient electrical capacity for EV charging. The unit would be a dual tower charging module.

Hillston Caravan Park or Library

	Cost	Grant Funding	Cost to Council
Charging Hardware	\$9,655	\$7,241	\$2,414
Installation	\$11,344	\$6,000	\$5,344
Software & maintenance (annual)	\$1,730	\$320	\$1,410
TOTAL	\$22,729	\$13,561	\$9,168

The initial cost to Council is \$9,168 for the installation and first year operating cost. Each subsequent year would cost \$1,730 which includes software costs and annual maintenance fees.

Goolgowi

The only site determined suitable for Goolgowi was at the caravan park at the rear of the amenities in close proximity to the switchboard. There would be anticipated additional cost not covered by the grant in providing an all weather base to access the charging station anticipated around \$5,000 using road base material. The unit would also be a dual tower module located within 5 metres of the rear of the amenities block.

Goolgowi Caravan Park

	Cost	Grant Funding	Cost to Council
Charging Hardware	\$10,655	\$7,991	\$2,664
Installation	\$8,351	\$6,000	\$2,351
Software & maintenance (annual)	\$1,730	\$320	\$1,410
TOTAL	\$20,736	\$14,311	\$6,425

Financial implications

Should Council proceed it would be required to fund up to around \$16,000. This amount would be able to be funded from either the current financial year budget or from the proposed 2024/25 surplus.

Ongoing maintenance for each site will be \$1,730 per annum which if recovered would reflect in charging costs to the customer.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

There is the possibility of price increases between now and the time of approval of the grant funding which will not be known until October 2024.

Community Strategic Plan

N/A

Recommendation:

That Council determine whether or not to submit an application for grant funding for Electric Vehicle charging stations to be installed at the Hillston Caravan Park and at the Goolgowi Caravan Park noting Council will have a co-contribution of up to \$16,000 based on estimates at May 2024.

10.6 Local Government Recovery Grant – Status

GS:PGM:DAFD2022

Author: General Manager

Purpose: To inform Council of progress to date of the projects nominated under this program.

Background

Council will recall that at the February 2024 meeting it was advised approval has been given for the following projects:

Stormwater Knife Gates – Hillston	\$693,125
Concrete Sump and Pump – Carrathool	\$ 55,000
Desatholon Walking Trail Restoration – Hillston	\$ 57,011

Hillston Arid Zone Botanic Gardens \$194,804 still waiting approval from the delegate.

Issues

After several requests to the Office of Local Government by Council for a decision in regard to the Arid Zone Botanic Gardens and having received no determination assistance it has been requested from our local State Government Member to seek information regarding the lack of progress from the funding body.

Stormwater Knife Gates Project – Hillston

This project is complete cost \$694,253 over expended \$1,128. At the time of writing this report testing is being undertaken on all units.

Concrete Sump and Pump – Carrathool

All work has been completed apart from installation of the pump. Final invoices are still to be received, work was quoted at \$49,550.

Desatholon Park Restoration – Hillston

Work has commenced and is nearing completion.

Arid Zone Botanic Gardens – Hillston

Council has until 30 June 2025 to complete the work if approval is granted. Should Council be informed at any time of approval, works can be completed within six months.

Financial implications

The projects have been grant funded and would only be subject to minor cost increases due to the time frame from quotation to approval by the funding body.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Council has addressed all risk that can be controlled by Council in the course of undertaking the projects. The main risk is that the funding body will not be able to make a decision leaving Council no time to complete the project or substitute another.

Community Strategic Plan

N/A – Disaster Recovery Funding.

Recommendation:

That Council note the status of the projects submitted through the Office of Local Government for Local Government Recovery Grant Funding.

10.7 Infrastructure Report

RD:IR

Author: Director Infrastructure Services

Purpose: To Summarise Infrastructure Services Activities for April 2024

Attachment: Register of Roads Maintenance

Background

Reporting Period 30 March 2024 to 26 April 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:

Pothole (each)		Vegetation Control (each)		Surface Drains and Floodway (m)	
Roto Road	10	Lachlan River Road	1	Audrey Lea Road	2200
TOTAL	10	Merungle Road	4	Back Hillston Road	25500
Temporary Pavement Repair (m²)		Roto Road	4	Merungle Road	3200
Roto Road	45	TOTAL	9	TOTAL	30900
TOTAL	45	Mowing/Slashing/Spraying (hect)		Maintenance Grading (cl kms)	
Replace Signs (each)		Murrumbidgee River Road	1.6	Audrey Lea Road	2.2
Merungle Road	1	Roto Road	36	Back Hillston Road	23.5
Whealbah Road	2	TOTAL	37.6	Booligal Road	18.2
TOTAL	3	Drainage Repairs (each)		Lowlands Road	2
Guide Posts (each)		Merungi Road	21	Merungle Road	3.2
Murrumbidgee River Road	25	TOTAL	21	TOTAL	49.1
TOTAL	25				

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
Litter and Amenity Maintenance (job)				4		
Vegetation Control (each)			1	1	3	

Urban Maintenance

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

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

Description	Activity	Carrathool	Goolgowi	Hillston	Merriwagga	Rankins Springs	Total Hours per Activity
Patching	1110/ 1150						0
Footbridge Maintenance	1200						0
Drainage & S/Water	1510						0
Sign Maintenance	1610		3	6		7	16
Sign Replacement	1620						0
Resealing	4000						0
Mowing	5100	14	63.50	73.50	7	81.50	239.50

Slashing	5200	8				34.50	42.50
Spraying	5300			7			7
Tree Maintenance	5400		8	74.50		0.50	83
Tree Removal	5410						0
Watering	5500		2	16.50		16	34.50
Weeding	5600	4	4.50	27.50		12	48
Mowing – Stan Peters Oval	5710			11.50			11.50
Slashing – Stan Peters Oval	5720						0
Spraying – Stan Peters Oval	5730			2.50			2.50
Watering – Stan Peters Oval	5740			2.50			2.50
Weeding – Stan Peters Oval	5750			25			25
Playground Equipment	5800						0
Litter Collection	6100	3.50		15		17	35.50
Street Sweeper	6200			62			62
Hand Broom Gutters	6300			24.50		2	26.50
Toilets	6400	2.50	22	22.50	2.50	3.50	53
Footpath Maintenance	7100						0
Clear Culverts	7100			13			13
Street Maintenance	7200	29		3.50		5.50	38
Miscellaneous Items	7500						0
Playground Inspection	7510						0
Office	7520						0
Town Improvements	7530						0
Graffiti Removal	7540						0
Park Furniture/Fences	7540			16			16
Total Hours per Town		61	103	403	9.5	179.5	756
Town % of Total Hours		8.07%	13.62%	53.31%	1.26%	23.74%	

Sewer Maintenance

Description	Mainline Choke	Service line Choke	Pump Station Fault	Pressure Sewer Fault	STW – Screen Unit Fault
Hillston	2	3	4		
Goolgowi			3		
Rankins Springs Sullage					
Totals	2	3	7	0	0

Water Maintenance

Description	Mainline Breaks	Service line Breaks	Water Meter/Tap Leaking	Pump Station Faults	Telemetry Faults	Replaced Meter	New Connection
Hillston	2	8	7		2	4	
Langtree (Langtree Bore/Merriwagga/Goolgowi)				1			
Yoolaroi/Goolgowi Rural (Palmyra to Y4 & Y5/Y6)	4	2					
Bunda/Goorawin	1						
Carrathool							
Merriwagga Village							
Goolgowi Village Raw							
Goolgowi Village Potable			1				

Rankins Springs Potable							
Rankins Springs Raw Town			2				
Rankins Springs Rural							
Melbergen							
Total	7	10	10	1	2	4	0

Project Updates:

Hillston River Bank Stabilisation:

Linemarking and wheel stop installation is now completed at the Council Office carpark. This project is now fully completed as per the current capital program and funding agreement.

Booligal Road:

Booligal Road was the final road included in the externally funded Fixing Local Roads – Round 4 grant. Roads that received sections of resheeting were Andersons Lane, Boorga Road, Johnstons Road, Pinteebakana Road, Melbergen Road, Mitchells Lane, Wiltshires Road and Booligal Road. This project is now fully completed as per the current capital program and funding agreement.

PolyTahr Trial

The following list of roads indicate the application of PolyTahr treatment and the monitoring of the road formation and pavement is ongoing. The anticipated wet conditions on the unsealed roads will give an indication as to the effectiveness of the treatment.

Previous to January 2024:

- Mt Daylight Road
- Cannards Road
- Camerons Road – started December 2023

January 2024 to date:

- Lowlands Road – in process of application under Flood Damage Funding
- Camerons Road – 13.1km stabilised
- Melbergen Road (West) – 9.15km stabilised
- Euratha Road – 9.6km stabilised
- Merungi Road – applied to sections of the road

Hillston and Carrathool Boat Ramps

Staff have been in contact with the landowner (Crown Lands) regarding permission to commence this project. An application to Crown Lands is required and an ongoing usage license fee. We have not been advised what amount this annual fee will be.

As part of the Crown Lands application, prior approvals from the following are required:

- Carrathool Shire Council (DA approval)
- Griffith Local Aboriginal Land Council (Written Consent)
- NSW Local Land Services (Approval concurrence)
- Water NSW; Fisheries (Application approval)
- Department of Climate Change, Energy, the Environment & Water - Water Licensing (DCCEEW- Water) is responsible for controlled activity approvals, works on waterfront land and licences.

To complete all the above-mentioned approvals, all require a Review of Environmental Factors (REF) is required. Specialised Environmental consultants have been contacted for pricing to complete this. There is the Ecological component which requires outsourcing and also the Due Diligence Aboriginal Cultural Heritage Assessment which is part of the submission to all the applicants.

Staff have sort quotes and the cheapest consultant to complete these tasks has provided a fee proposal per site equated to approximately \$30,000. Other larger national consulting companies quote were 3 times this amount. Staff have originally allocated \$10,000 for the REF.

Given the increase cost in consultant fees, staff are still confident that the price per site should be within the original \$100,000 to \$150,000 estimate presented at the February 2024 meeting.

Camerons Road:

Works are completed on Camerons Road resheet. This project is now fully completed as per the current capital program.

Umbrella Creek Widening:

- The contractor has completed the structural concrete for the widening of the road. The wingwalls have been cast, along with the dwarf wall atop the culverts which will contain the widened road pavement. There is a short delay on site to complete the widened pavement as the concrete cures and develops its strength.
- The widened road pavement is to be completed within the next 2 weeks weather permitting.
- The guardrail is set to be installed prior to the end of the financial year.

The Springs Road and Lachlan Valley Way (West):

Linemarking is completed and these projects are now fully completed as per the current capital program.

IWCM strategy:

Water & Sewer staff have reviewed and provided feedback on the Typical Residential Bill (TRB) model and proposed Developer Charges (DC) for various IWCM scenarios. In the coming weeks, a final scenario will be chosen based on whole of life affordability and meeting the council's objective. A report will be then presented back to Council for consideration. Funding requirements for this project require completion by end of Dec 2024. This project is still on track to meet funding deadlines.

Telemetry Replacement:

Further meetings were held with Aquamonix staff and some progress has been made in applying the changes requested for the new telemetry system. It is expected all changes will be finalised by the end of May 2024. This project is internally funded and expected completion by end of December 2024. This project is still on track to meet expected deadlines.

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

No major work was undertaken during this period due to a staff shortage. This project is internally funded and still expected to be completed by end June 2024.

Rankins Springs WTP Generator:

The new generator has been commissioned successfully. This project is now fully completed as per the current capital program.

Hillston Water Mains Construction:

The final brief from UGL was sent to TfNSW for review and approval. Council can not progress any further with this project until approved is received from TfNSW. This project was to be completed by end June 2024.

Yoolaroi Water Mains Replacement:

Work to replace 1500 meters of water mains will commence in the coming days and is expected to be completed by the end of June 2024.

Bunda Water Mains Replacement and Vegetation Clearing:

Vegetation clearing work on Stage 1 is progressing well and is expected to be completed by mid-May prior to the replacement of 1,200 meters of water mains. The remaining pipeline to be constructed in

the coming months as part of Stage 2. This project is externally funded and to be completed by June 2025.

Rankins Springs Urban Water Mains Replacement:

The contractor has been notified that an in-line filter is not available. Therefore, it has been decided to complete the remaining work, commission the water mains, and install the filter later when available. This project is internally funded and still expected to be completed by end June 2024.

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 for the period 30 March 2024 to 26 April 2024.





ATTACHMENT

Register of Local Road Maintenance

Road Hierarchy Number	Road Name	Road No	Date Last Maintenance Grading Carried Out	Quantity (cl km)	Total Length of Road
2	Alexanders Road	102	21/08/2023	3.00	3.08
6	Altys Road	103	27/06/2023	4.50	4.46
6	Andersons Lane	105	31/10/2023	3.00	12.46
6	Andersons Road	104	8/09/2020	1.50	6.32
7	Arcadia Lane	106	16/10/2023	15.43	15.43
6	Audrey Lea Road	107	26/04/2024	2.20	30.79
6	Avondale Road	108	4/08/2023	31.00	31.56
2	Back Hillston Road	109	17/04/2024	23.50	71.14
4	Bakers Road	110	3/01/2023	4.40	4.46
	Bales Avenue	101	23/10/2019	4.00	1.54
2	Bandys Road	204	17/07/2023	2.00	2.22
6	Barrys Road	112	31/08/2023	3.00	4.83
4	Barrys Scenic Drive	113	23/11/2023	4.80	8.05
7	Belaley Road	114	22/07/2023	4.00	7.55
7	Berangerine Road	115	25/01/2023	2.80	8.39
4	Billings Road	116	3/04/2023	16.00	9.85
3	Black Stump Road	118	19/10/2021	35.00	15.60
6	Blackgate Road	117	10/11/2023	6.50	7.92
3	Booligal Road	119	24/04/2024	18.20	36.43
4	Boorga Road	120	26/07/2023	6.00	15.39
7	Bretags Road	122	4/04/2023	4.00	15.04
7	Brewer Road	123	4/09/2023	1.20	5.81
6	Bunda North Road	125	17/06/2023	4.50	6.60
2	Bunda Road	126	24/08/2023	14.40	13.04
6	Burchers Road	127	7/11/2023	7.00	7.69
7	Burgess Lane	128	22/07/2020	3.00	2.71
3	Cameron Road	130	18/04/2023	12.00	15.51
7	Campbell Lane	240	2/09/2021	0.80	7.08
6	Cannards Road	133	6/03/2024	4.30	20.39
6	Carnells Road	132	29/08/2023	17.00	7.32
7	Carrego Lane	135	22/07/2019	9.00	8.20
	Chedburgh Road	136	19/12/2022	1.00	1.08
6	Clare Road	111	1/08/2023	25.00	7.49
7	Coates Lane	137	29/09/2020	1.40	1.85
6	Coombie Road	138	28/09/2023	56.00	40.26
2	Crows Nest Road	139	6/12/2023	5.00	17.60
5	Darts Road	140	12/08/2023	8.90	5.56
6	Dirrung Road	141	18/05/2023	7.20	7.79
6	Dumossa Road	142	23/10/2023	2.00	18.62
6	Eight Mile Tank Road	143	12/01/2023	14.50	5.74
6	Euratha Road	146	10/08/2023	10.00	9.66
7	Five Oaks Road	147	22/08/2022	12.50	12.29
6	Flanagans Lane	148	14/02/2024	1.10	5.18
2	Foys Road	149	15/07/2023	3.00	3.24
7	Gandys Road	150	24/10/2023	1.46	1.46
2	Garrong Road	151	31/10/2022	3.00	7.87
7	Girdlers Road	153	13/12/2022	3.00	7.08
6	Goorawin East Road	154	9/09/2023	10.40	12.75
6	Goorawin Road	155	8/08/2023	11.10	10.22
5	Greenhills Road	156	13/10/2023	11.60	18.66
6	Grieves Road	157	6/12/2023	6.00	5.67
2	Gullifers Road	158	19/10/2023	4.00	23.99
7	Gunbar Road	159	11/08/2023	18.00	34.62

7	Halcyon Park Road	160	9/03/2022	3.00	3.28
6	Heaths Road	161	28/09/2023	0.30	6.14
5	Higgins Lane	162	22/08/2023	10.50	8.02
6	Hillmans Lane	163	9/05/2023	15.40	5.23
6	Holdens Road	164	19/06/2023	9.00	9.51
6	Huxleys Road	165	28/04/2023	17.00	8.55
2	Ilkadoon Road	166	21/03/2024	11.50	11.66
6	Jardines Road	167	2/08/2023	12.00	24.08
6	Jennings Road	168	25/05/2023	10.60	8.33
6	Johnstons Road	169	4/01/2023	4.00	11.30
5	Jones Road	170	28/07/2023	10.00	12.99
6	Killara Road	171	5/09/2023	2.30	2.30
6	Kites Road	172	13/11/2023	5.60	5.48
2	Langtree Road	174	3/05/2023	29.70	12.14
2	Lowlands Road	175	3/04/2024	2.00	44.68
6	Luelfs Road	176	7/02/2023	9.90	78.00
2	Mallee Downs Road	177	15/02/2023	8.40	11.32
7	Mallee Point Road	178	23/11/2017	1.50	8.32
6	Matakana Road	179	3/12/2020	10.90	18.11
2	McDonalds Road	180	15/06/2023	7.50	12.16
7	McGills Road	181	8/11/2022	1.00	4.25
7	McKays Road	182	27/04/2023	16.00	6.25
	McKenzies Lane	183	8/06/2021	1.00	7.42
2	McKinley Road	184	30/08/2023	48.50	61.39
2	McMasters Road	185	17/07/2023	9.10	16.19
7	McRaes Road	186	24/01/2018	4.00	2.42
2	Melbergen Road	187	22/01/2024	2.00	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	23/04/2024	3.20	65.47
7	Mitchell Track	189	10/11/2023	3.50	8.30
2	Mitchells Road	193	22/06/2023	31.00	34.22
6	Monia Gap Road	202	5/09/2023	3.90	6.11
7	Moores Road	195	25/09/2023	4.55	4.55
2	Motts Road	196	11/07/2023	4.20	4.20
4	Mount Bingar Road	197	7/11/2023	8.50	4.20
3	Mount Daylight Road	198	8/09/2023	6.00	8.77
5	Mount Grace Road	145	25/05/2023	2.00	32.92
7	Muirheads Road	199	11/09/2023	2.13	2.13
4	Munros Road	200	21/03/2022	7.00	13.42
	Murrumbidgee River Ro	201	4/02/2023	2.50	73.97
6	Nancarrows Lane	203	15/02/2023	7.70	3.75
	Norwood Lane	205	13/02/2024	2.80	8.82
6	OBriens Road	206	17/11/2022	3.50	4.20
7	O'Donnells Road	207	20/03/2018	4.00	3.97
6	O'Keeffes 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	17/05/2023	9.90	10.66
3	Pinteebakana Road	216	12/01/2023	18.00	25.31
6	Pleasant Valley Road	217	8/11/2023	13.40	14.83
5	Prestage Road	218	1/06/2023	6.00	6.05
7	Pulletop Road	219	24/08/2022	1.50	9.23

7	Ravenshaw Road	220	4/09/2023	3.50	9.44
5	Redbank Road	221	23/06/2023	15.70	23.64
6	Reids Road	222	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	9/08/2023	1.00	50.78
6	Ryans Road	226	25/09/2023	4.10	10.33
	Saleyard Lane	194	12/08/2015	3.00	0.96
6	Sawmill Road	227	12/10/2022	1.00	1.72
6	Schmetzers Lane	228	6/10/2021	6.50	6.36
2	Schneiders Road	229	14/07/2023	8.00	4.16
	Simpkins Lane	231	2/05/2023	4.50	2.00
6	Sloanes Road	232	2/09/2022	7.70	8.00
7	Square Well Lane	233	12/01/2023	1.40	4.17
7	Stackpoole Road	234	22/08/2018	7.00	1.42
7	Stewarts Lane	235	17/06/2023	15.90	13.29
6	Streets Road	236	20/09/2021	8.90	6.23
6	Swansons Road	237	29/08/2023	3.50	3.44
5	Taylors Road	238	22/06/2023	18.00	6.10
6	The Bluff Road	239	4/12/2023	4.40	11.95
6	Trida Road	241	12/10/2023	13.00	34.42
6	Tysons Road	243	22/02/2022	2.00	2.60
7	Vaggs Road	244	30/07/2019	7.70	7.71
6	Vearings Road	245	20/07/2023	8.50	13.21
6	Wakefield Road	246	8/09/2023	6.40	6.48
2	Wallanthery Road	247	20/07/2023	25.50	27.80
7	Wandella Road	248	NIL	0.00	4.53
7	Wantwood Road	249	23/11/2023	4.00	3.76
6	Warburtons Lane	230	15/06/2023	3.90	3.83
6	Watkins Road	250	5/09/2023	5.00	15.36
7	Watsons Road	251	19/09/2023	12.20	11.83
6	Weavers Road	252	27/05/2023	22.60	10.00
6	Wee Elwah Road	253	7/02/2022	15.50	23.26
6	Wells Road	254	3/08/2023	11.20	17.97
7	Wests Road	255	10/10/2023	6.50	6.50
4	Whealbah Road	256	13/12/2023	18.80	85.32
6	Whitton Stock Route Rd	257	14/11/2023	6.20	50.24
7	Wild Horse Tank Road	258	20/09/2023	11.40	9.06
6	Wiltshires Road	259	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	28/09/2021	5.00	4.98
7	Wrights Lane	263	NIL	0.00	0.92
7	Youngs Road	264	24/09/2020	2.30	11.27

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

10.8 Lachlan River Road Bore Water Use

WS:SP:WSD

Author: Manager Water & Sewer

Purpose: To inform the Council of the findings regarding use of bore water to fill Lake Woorabinda

Background

At the February 2024 meeting, the Council asked to investigate the possibility of using the water from the Bore on Lachlan River Road and its potential to fill Lake Woorabinda.

Lake Woorabinda has 250ML of General Security water from Lower Lachlan River and yearly requires additional water of approximately 200ML to top up the lake. This extra water is currently sourced from the Councils' other river water licences on a yearly basis.

Council constructed Bore-5 on Lachlan River Road in 2010-11 to supplement the town supply during drought. However, since its inception, the bore water quality has never been found to be suitable for the town supply, and after several unsuccessful attempts to fix the issue, this bore remains unused.

Issues

The Council's Water and Sewer Manager approached Water NSW to find out the possibility of using this Bore-5 water to top up Lake Woorabinda and received the following advice:

- Groundwater (Bore water) and Surface water (River water) are considered two different types of sources, and the use of Groundwater for Surface water application is not permissible.
- Any additional water required to top up the lake has to be from the same category, in this case, "Surface Water", and from the same source (Lower Lachlan River).
- Groundwater allocation cannot be merged, transferred or attached to Surface water allocation.

The physical means to supply water from the bore to the lake was not investigated following the advice received from Water NSW. This however could be re-visited in the future should any permissible use of bore water conditions change.

Financial implications

Nil

Statutory implications (Governance including Legal)*Water Management Act 2000.***Policy implications**

Nil

Risk implications

Breach of any water licencing conditions, including using water for non-permissible purposes, dealt with by the Natural Resources Access Regulator (NRAR) under the *Water Management Act 2000*.

Community Strategic Plan

Goal 4 – Reliable and relevant services

Recommendation:

The Council note the advice received by Water NSW on the use of bore water.

10.9 Regional Leakage Reduction Program
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GS:PRO:GEN

Author: Manager Water & Sewer

Purpose: To inform the Council of the introduction of the Regional Leakage Reduction Program and associated funding available to the Council.

Background

The Department of Climate Change, Energy, the Environment and Water (DCCEEW) initially approached Council in February to announce this new program, offering grants for eligible projects to reduce leakages and losses from water supply systems under the Regional Leakage Reduction Program (RLRP). A short survey was completed and in March 2024 Council received further correspondence to advise that we were eligible to apply for funding and provided funding guidelines.

This program aims to efficiently use water for longer-term sustainability as the population increases and builds community resilience to drought by finding and reducing leaks in supply networks and improving infrastructure.

Projects eligible under this grant program are:

- Pressure management – data logging, Pressure Reduction Valves (PRV)
- Active leak control – basic active leak detection equipment supplies and training
- Water mains monitoring
- Bulk Meter accuracy, testing and verification
- Additional meter area installation and monitoring.

The Carrathool Shire Council was selected among thirty (30) other high-need Local Water Utilities (LWUs) based on recent annual NSW Water Supply and Sewerage reporting over three (3) years. Council is eligible to receive 75% of funding, up to a maximum of \$150,000 of the total project cost, GST-exclusive.

Key dates for this project are:

- Water Loss management maturity assessments complete March 2024 (completed)
- Project alignment, scoping and budget estimates April 2024 (completed)
- Final submission & preliminary costings May 2024 (ready to submit)
- Funding deed executed by June 2024
- Work completion by May 2025.

Council will be required to allocate 25% total project costs (approximately \$37,500) in the 2024-25 capital budget as part of project requirements.

Issues

Every year there is a proportion total water usage that does not generate income revenue, known as Non-Revenue Water (NRW) in both the potable and non-potable schemes. This unaccounted NRW water includes water loss via leakages, overflows, flushing, scouring, seepage, evaporation, faulty flow meters, un-metered properties and possibly water theft.

This program will help identify problematic sections and reasons for water losses in the network and enable the Council to address them through future capital works programs. Any savings from water losses will help the Council delay the timing of the scale of investment in new supply infrastructure and maximise the value of available resources.

Initial survey work was completed with a consultant (Reid Environmental) engaged by the DCCEEW to understand the Council supply network. The following works have been identified as being included under this grant funding program.

- 1) Shift existing twenty-four (24) flow meters across various pump stations to be monitored and read via a telemetry system.
- 2) Installation of nineteen (19) additional flow meters on identified remote locations to monitor usage.
- 3) Source leak detection equipment and provide training to operators.
- 4) Upgrade of Pressure Reduction Valves (PRV) on Rankins Springs rural scheme.

Implementing these projects will lead to lasting improvements at the council in monitoring and managing water losses and will help build drought resilience.

Financial Implications

Council is eligible to receive 75% of funding, up to a maximum of \$150,000 of the total project cost, GST-exclusive.

Council is required to contribute 25%, equating to \$37,500 of grant funding money.

Statutory Implications (Governance including Legal)

The Council is required to follow the conditions set per the signed deed with the NSW government.

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Goal 4 – Reliable and Relevant Services

Recommendation:

That Council:

1. note that funding is available under the Regional Leakage Reduction Program.
2. allocate the required co-contribution fund of \$37,500 in the 2024-25 capital works budget to undertake the proposed works.

10.10 Plant Report

PES:MTN:PR

Author: Manager Fleet & Town Services

Purpose: Plant Report as per 2 May 2024

Background

PLANT NO	HOURS KMS	TYPE	DETAILS
3526	7,250 hrs	John Deere Grader	Replace rear engine oil seal.
4509	35 years old	Grid Roller	Replace all drum bearings & seals.
3061	7,464 hrs	John Deere Tractor	Replace right hand front headlight and repair electrical systems.
3052	7,152 hrs	938 Cat Loader	Replace steering column gas strut. Replace low brake pressure warning switch.
3050	3,216 hrs	John Deere Grader	Replace PTO engagement solenoid.
4535	9 years old	Combination Roller	Replace all wheel seals and repack wheel bearings.

Issues

Nil

Financial implications

Repairs made from existing budget.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

If repairs are not made safety issues would remain.

Community Strategic Plan

Nil

Recommendation:

That Council note the Plant Report as at 2 May 2024.

10.11 Plant Replacement

PES:AD:CRRPD

Author: Manager Fleet & Town Services

Purpose: Plant Replacement Report for May 2024

Background

The following vehicles will be replaced during May as per the adopted replacement schedule for 2023/2024.

Plant No.1347 Toyota Rav 4, 2 wheel drive wagon approximately (40,000km) – Director Infrastructure Services Vehicle.

Budget \$31.68 over 2023/2024 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Owen Toyota	Toyota Rav 4, 4x2 Wagon	38,303.95
Successful Purchase		
Pickles Auctions	36 Nagle Street, Wagga NSW	32,727.27
Changeover cost (after GST adjustment)		5,576.68

Plant No.1357 Toyota Camry Hybrid Sedan approximately (40,000km) – General Manager’s Vehicle.

Budget \$679.55 under 2023/2024 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Owen Toyota	Toyota Camry Ascent Hybrid Sedan	34,220.90
Successful Purchase		
Valley Motors Auctions	47 Munibung Road, Cardiff NSW	29,355.45
Changeover cost (after GST adjustment)		4,865.45

Plant No.1895 Isuzu M-UX, 4 wheel drive wagon approximately (40,000km) – Manager Building and Regulatory Services Vehicle.

Budget \$3,837.63 under 2023/2024 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Leo Franco Motors	Isuzu M-UX 4x4 Wagon	50,153.73
Successful Purchase		
Blacklocks	587 Wagga Road, Lavington NSW	43,446.36
Changeover cost (after GST adjustment)		6,707.37

Plant No.1891 Toyota Hilux 4 wheel drive dual cab approximately (60,000km) – Southern Overseers Vehicle

Budget \$1,734.39 under 2023/2024 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Owen Toyota	Toyota Hilux, 4x4 Dual Cab	52,629.61
Successful Purchase		
R Slade	Grattan Street Hillston	46,000.00
Changeover cost (after GST adjustment)		6,629.61

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That Council note the Plant Replacement report for May 2024.

10.12 Development Applications – May 2024

GOV:MTG:CR

Author: Manager Building & Regulatory Services

Purpose: Development Applications & Determinations – April 2024

Background

Lodgements

Type/No.	Name	Address	Development
DA2024/034	Angelo Sperlinga	21 Rose Street Hillston NSW 2675	Install shed and demolish existing shed
DA2024/035	Darryl Croudson	Myall Park NSW 2681	Subdivision
Total Estimated Value Of Works			\$42,000.00

Determination: Approved

Type/No.	Name	Address	Development	Processing Time
DA2024/022	Fairglen Investments Pty Ltd	Carrathool Road Carrathool NSW 2711	Additions and alterations to an existing Poultry Production Facility	56
DA2021/035 -MOD1	Fairglen Investments Pty Ltd	Carrathool Road Carrathool NSW 2711	Livestock Intensive Industry (Poultry Production Facility)	56
DA2024/027	Crown Lands	2753 Coombie Road Roto NSW 2675	Ablution block	9
DA2024/032	Craig McKeon	39 Lachlan Street Hillston NSW 2675	Alteration and addition to an existing dwelling	15

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

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

10.13 Planning Proposals – Merriwagga and Rankins Springs

Author: Manager Building and Regulatory Services

Purpose: To update Council on the progress of the Planning Proposals for Merriwagga and Rankins Springs

Background

Council may recall from previous meetings, staff have been in the process of preparing a Planning Proposal to rezone and reduce the minimum lot size of land in the villages of Merriwagga and Rankins Springs. The Planning Proposal was submitted to the NSW Department of Planning and Environment for comment.

Issues

At the November 2023 Council meeting a report was presented to Council outlining additional studies (Contamination and Biodiversity Impact Assessment reports) that were required to be carried out prior to submitting the final Planning Proposals to the Department of Planning and Environment for review and subsequent determination. Council also allocated an extra \$15,000.00 for these studies to be carried out.

As of the time of print, Council staff had received the Contamination report whilst the Biodiversity Impact Assessment report was imminent with staff speaking with the author days earlier.

Conclusion:

Once the Biodiversity Impact Assessment report has been received by Council, staff will be in a position to contact the Department of Planning and Environment to organise a meeting to go through the findings of both reports and determine the correct path forward to achieve a common goal of creating additional blocks in both communities without over exerting money to achieve this process.

Financial implications

Additional funds may be required to offset clearing of land within Rankins Springs.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities

Objective 1.1.1 – Land Use planning supports population and business growth

Recommendation:

That Council note the status of the Merriwagga and Rankins Springs Planning Proposals.

10.14 Finance Report – Statement of Bank Balances – April 2024

FM:FR

Author: Director Corporate & Community Services

Purpose: Statement of Bank Balances – April 2024

Background

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

Statement of Bank Balances as at 30 April 2024				
CASHBOOK SUMMARY				Data for April 2024
Balance As at 01/04/2024 (Consolidated Funds)				\$268,678.46
		Add For April 2024	Total for 01/07/2023 to 30/06/2024	
Rates/Water/Debtor Receipts	\$6,997,471.08	\$606,837.15	\$7,604,308.23	
Investments Recalled	\$27,195,556.57	\$1,727,868.79	\$28,923,425.36	
RMS - RMCC, Block, Repair	\$3,139,373.60	\$0.00	\$3,139,373.60	
RMS - Bridge	\$0.00	\$216,627.50	\$216,627.50	
RMS - Flood Damage	\$17,600.00	\$0.00	\$17,600.00	
RMS - Regional Roads	\$0.00	\$0.00	\$0.00	
Grant - Roads to Recovery Program	\$61,940.00	\$0.00	\$61,940.00	
FAG - General & Local Roads	\$367,716.00	\$0.00	\$367,716.00	
All Other Misc Grant Payments	\$10,925,534.43	\$1,691,020.44	\$12,616,554.87	
Planning Receipts	\$206,937.00	\$5,009.00	\$211,946.00	
Plant / Property Trade-Ins & Sales	\$1,104,906.00	\$34,000.00	\$1,138,906.00	
Other Receipts	\$5,960,827.33	\$323,300.25	\$6,284,127.58	
Sub Total Receipts	\$55,977,862.01	\$4,604,663.13	\$60,582,525.14	\$4,604,663.13
LESS PAYMENTS		Add For April 2024	Total for 01/07/2023 to 30/06/2024	
Wages (Net of PAYG & Other Deductions)	(\$6,234,231.93)	(\$524,351.75)	(\$6,758,583.68)	
Plant Acquisitions	(\$2,379,962.45)	(\$96,104.30)	(\$2,476,066.75)	
Invested	(\$25,421,000.00)	(\$2,200,000.00)	(\$27,621,000.00)	
Other Creditors Payments	(\$22,216,291.78)	(\$1,869,278.60)	(\$24,085,570.38)	
Sub Total Payments	(\$56,251,486.16)	(\$4,689,734.65)	(\$60,941,220.81)	(\$4,689,734.65)
Cashbook Balance 30/04/2024				\$183,606.94
BANK STATEMENTS				
Opening Balance 01/04/2024 (CSC's CBA Main Transaction Account)				\$384,026.78
Less Bank Payments				(\$4,662,820.41)
Plus Bank Receipts				\$4,492,859.31
Total As Per Bank Statements				\$214,065.68
Plus Unpresented Deposits				\$1,699.41
Less Unpresented Cheques				(\$32,158.15)
Reconciliation Cash Book Balance to Bank Statements 30/04/2024				\$183,606.94

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Local Government Act (1993)

Local Government General Regulation (2021)

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

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

Recommendation:

That Council note the Statement of Bank Balances as at 30 April 2024 and confirm payment of accounts as summarised in the reconciliation statement totalling \$4,689,734.65.

10.15 Finance Report – Investments Schedule – April 2024

FM:FR

Author: Director Corporate & Community Services

Purpose: Schedule of Investments – April 2024

Background

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

CARRATHOOL SHIRE COUNCIL INVESTMENTS - 30 APRIL 2024							
Last Month @ 31/03/24	Financial Institution	Date Raised	Interest Rate	Duration (Days)	Maturity Date	Current Month @ 30/04/24	Change
\$546,172.64	CBA	27-Feb-24	4.79%	90 Days	27-May-24	\$546,172.64	\$0.00
\$537,536.39	CBA	19-Feb-24	4.80%	91 Days	20-May-24	\$537,536.39	\$0.00
\$534,743.77	CBA	26-Feb-24	4.79%	91 Days	27-May-24	\$534,743.77	\$0.00
\$542,246.56	CBA	26-Feb-24	4.79%	91 Days	27-May-24	\$542,246.56	\$0.00
\$538,907.26	CBA	31-Jan-24	4.91%	120 Days	30-May-24	\$538,907.26	\$0.00
\$536,035.50	CBA	11-Mar-24	4.74%	92 Days	11-Jun-24	\$536,035.50	\$0.00
\$536,099.14	CBA	31-Jan-24	5.04%	180 Days	29-Jul-24	\$536,099.14	\$0.00
\$538,736.98	CBA	27-Mar-24	4.73%	92 Days	27-Jun-24	\$538,736.98	\$0.00
\$535,150.87	CBA	31-Jan-24	5.04%	180 Days	29-Jul-24	\$535,150.87	\$0.00
\$533,309.69	CBA	27-Feb-24	4.79%	90 Days	27-May-24	\$533,309.69	\$0.00
\$533,678.33	Bendigo Bank	07-Dec-23	4.80%	368 Days	09-Dec-24	\$533,678.33	\$0.00
\$100,007.45	Bendigo Bank	03-Jan-24	4.05%	182 Days	03-Jul-24	\$100,007.45	\$0.00
\$25,980.37	Bendigo Bank	12-Apr-24	4.00%	185 Days	14-Oct-24	\$26,526.62	\$546.25
\$539,603.29	Westpac	04-Mar-24	4.94%	92 Days	04-Jun-24	\$539,603.29	\$0.00
\$500,000.00	Westpac	29-Feb-24	5.06%	151 Days	29-Jul-24	\$500,000.00	\$0.00
\$2,250,000.00	Westpac	30-Nov-23	5.17%	182 Days	30-May-24	\$2,250,000.00	\$0.00
\$2,000,000.00	Westpac	19-Apr-24	4.91%	91 Days	19-Jul-24	\$2,033,758.90	\$33,758.90
\$0.00	Westpac	29-Apr-24	5.03%	122 Days	29-Aug-24	\$500,000.00	\$500,000.00
\$2,250,000.00	Westpac	30-Apr-24	5.03%	122 Days	30-Aug-24	\$2,298,254.79	\$48,254.79
\$510,956.16	Westpac	29-Apr-24	5.04%	122 Days	29-Aug-24	\$519,585.39	\$8,629.23
\$1,044,367.34	Westpac	29-Jan-24	5.00%	121 Days	29-May-24	\$1,044,367.34	\$0.00
\$553,381.28	NAB	30-Apr-24	4.95%	91 Days	30-Jul-24	\$560,203.79	\$6,822.51
\$532,052.41	NAB	01-Feb-24	5.00%	90 Days	01-May-24	\$532,052.41	\$0.00
\$512,092.78	NAB	27-Feb-24	5.00%	90 Days	27-May-24	\$512,092.78	\$0.00
\$512,155.16	NAB	11-Mar-24	5.00%	91 Days	10-Jun-24	\$512,155.16	\$0.00
\$1,012,328.77	NAB	18-Mar-24	5.03%	122 Days	18-Jul-24	\$1,012,328.77	\$0.00
\$2,024,657.54	NAB	18-Mar-24	5.07%	154 Days	19-Aug-24	\$2,024,657.54	\$0.00
\$525,083.13	NAB	18-Mar-24	5.00%	92 Days	18-Jun-24	\$525,083.13	\$0.00
\$500,000.00	NAB	26-Feb-24	5.00%	91 Days	27-May-24	\$500,000.00	\$0.00
\$3,000,000.00	NAB	26-Feb-24	5.03%	121 Days	26-Jun-24	\$3,000,000.00	\$0.00
\$500,000.00	NAB	29-Feb-24	5.03%	123 Days	01-Jul-24	\$500,000.00	\$0.00
\$500,000.00	NAB	06-Mar-24	5.00%	90 Days	04-Jun-24	\$500,000.00	\$0.00
\$538,149.57	NAB	19-Mar-24	5.00%	90 Days	17-Jun-24	\$538,149.57	\$0.00
\$2,057,962.89	NAB	29-Jan-24	5.03%	121 Days	29-May-24	\$2,057,962.89	\$0.00
\$538,950.44	NAB	11-Mar-24	5.03%	122 Days	11-Jul-24	\$538,950.44	\$0.00
\$549,170.40	NAB	13-Mar-24	5.00%	90 Days	11-Jun-24	\$549,170.40	\$0.00
\$535,838.58	NAB	04-Mar-24	5.00%	92 Days	04-Jun-24	\$535,838.58	\$0.00
\$1,618,942.52	IMB	01-Mar-24	4.85%	91 Days	31-May-24	\$1,618,942.52	\$0.00
\$541,543.96	IMB	15-Apr-24	4.75%	92 Days	16-Jul-24	\$550,594.42	\$9,050.46
\$500,000.00	IMB	19-Apr-24	4.75%	91 Days	19-Jul-24	\$508,356.16	\$8,356.16
\$518,878.68	IMB	\$518,878.68 +	0.00%	\$0.00	00-Jan-00	\$0.00	(\$518,878.68)
\$2,058,561.27	IMB	30-Apr-24	4.90%	122 Days	30-Aug-24	\$2,083,985.91	\$25,424.64
\$2,321,000.00	IMB	30-Nov-23	5.25%	182 Days	30-May-24	\$2,321,000.00	\$0.00
\$563,263.80	IMB	13-Mar-24	4.85%	120 Days	11-Jul-24	\$563,263.80	\$0.00
\$535,855.23	IMB	05-Mar-24	4.80%	93 Days	06-Jun-24	\$535,855.23	\$0.00
\$536,923.47	IMB	20-Mar-24	4.90%	119 Days	17-Jul-24	\$536,923.47	\$0.00
\$38,720,323.62						\$38,842,287.88	\$121,964.26

ON CALL INVESTMENTS							
\$1,778,639.95	CBA	Variable	4.35%	N/A	On Call A/c	\$2,285,505.09	\$506,865.14
	Movements On Call Funds		CBA				
	01-Apr-24	Interest	\$6,865.14				
	During Month	From On Call	(\$1,200,000.00)				
	During Month	To On Call	\$1,700,000.00				
	On Call - Net Change for Month		\$506,865.14				
\$1,778,639.95						\$2,285,505.09	\$506,865.14
\$40,498,963.57						\$41,127,792.97	\$628,829.40
I certify that the above Investments have been made in accordance with the Local Government Act, the Regulations thereunder and Council's Investment Policy.							
Signed copy held in Council records			Robert Rayner				
			Director Corporate Services				

Analysis – Opening and Closing Balances:

INVESTMENT TYPE	OPENING 1/4/24	CLOSING 30/4/24	VARIATION APRIL
IBDs	38,720,323.62	38,842,287.88	121,964.26
On Call Funds	1,778,639.95	2,258,505.09	506,865.14
TOTAL	40,498,963.57	41,127,792.97	628,829.40

Analysis – Change During Month:

	VARIATION – APRIL 2024
ADD – Interest Incorporated in IBDs Rolled Over	140,842.94
ADD – New IBDs	500,000.00
LESS – IBDs recalled	518,878.68
ADD – Interest from On Call Funds	6,865.14
LESS – On Call Funds recalled	(1,200,000.00)
ADD – Funds applied to On Call Funds	1,700,000.00
TOTAL VARIATION	628,829.40

Funds Held on Behalf of Other Organisations:

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

- IBD with Bendigo Bank – Ref No. 173016924 (matures 10/2024) \$26,526.62

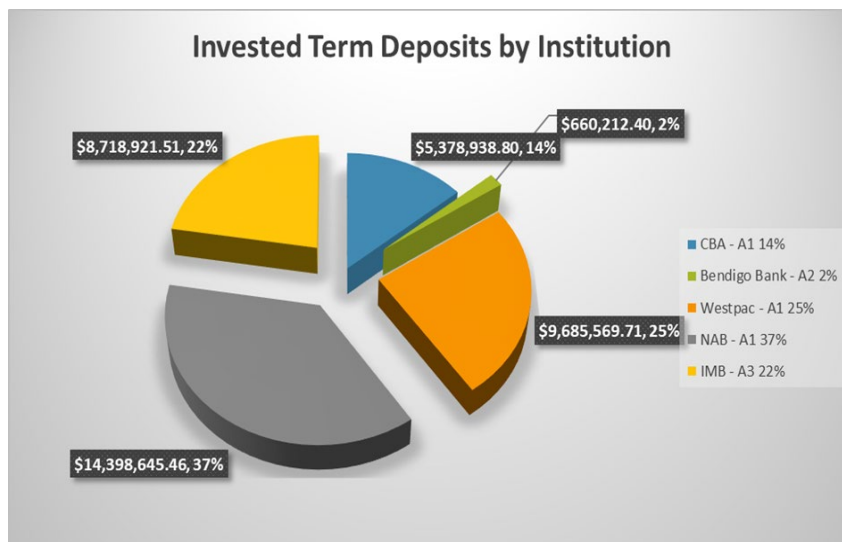
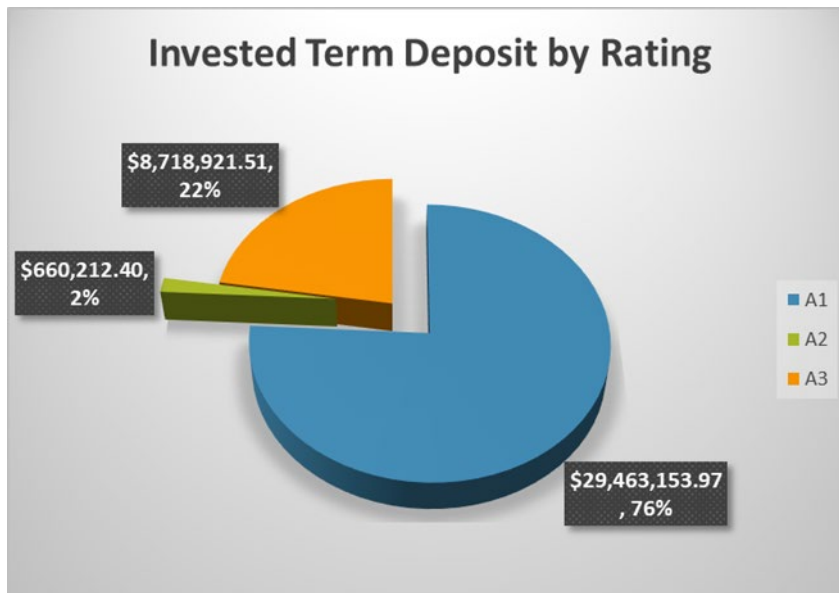
Compliance with Policy Limits:

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:

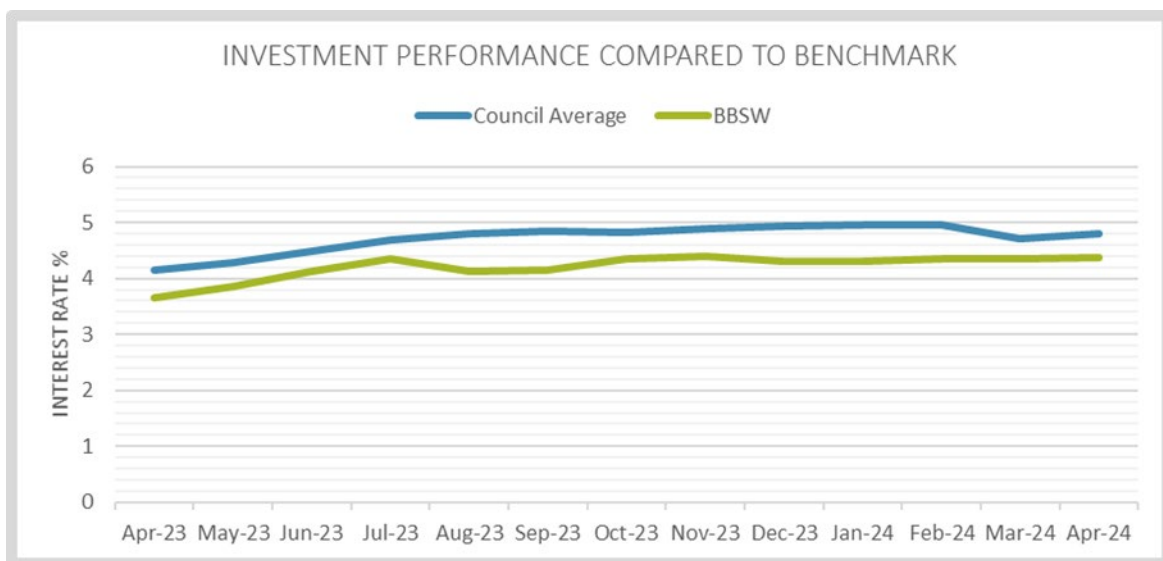
S&P Long Term Credit Rating*	S&P Short Term Credit Rating*	Portfolio Maximum
AAA Category	A1 +	50%
AA Category or Major Bank** (see note below)	A1	50%
A Category	A2	30%
BBB Category	A3	30%
NSW Treasury Corp Hour Glass Facility	Unrated	30%
Unrated Authorised Deposit Taking Institution	Unrated	10%

*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 note the investment report as at 30 April 2024 and in accordance with clause 212 paragraph (1)(b) of the *Local Government (General) Regulation 2021*, it can be certified that the investments listed have been made in accordance with the Act, the Regulations and Council's Investment Policy.

10.16 Pecuniary Interest Returns and Related Party Disclosures

GOV:COU:PCDR

Author: Director Corporate & Community Services

Purpose: To advise councillors and designated staff of the requirement to complete returns prior to the July 2024 meeting of Council

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

Background

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

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

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

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

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

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

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

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

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

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

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

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

A copy of the pecuniary interest return and the disclosure form to be completed for the period 1 July 2023 to 30 June 2024, together with copies of previous returns will be provided at the meeting.

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Local Government Act 1993 s449 & s451

Government Information (Public Access) Act 2009

Government Information (Public Access) Regulation 2009

Privacy and Personal Information Protection Act 1998 (NSW)

Australian Accounting Standards AASB 124

Policy implications

Code of Conduct

Council Policy 158 – Related Party Disclosures

Council Policy 21 – Designated Officers Pecuniary Interest Returns Provisions

Risk implications

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

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

Objective 5.1 – Implement strategies to ensure that Council is well-governed

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

Recommendation:

That Councillors:

- 1. receive the information provided and complete the pecuniary interest returns in accordance with Section 449 of the *Local Government Act 1993*.**
- 2. complete the Related Party Disclosures and return to Council by 25 July 2024.**

10.17 Third Quarter Budget Review 2023/24

FM:BUD:REV

Author: Director Corporate & Community Services

Purpose: Review Revenue & Expenditure Projections –3rd Quarter of 2023/24Separately Circulated: [Consolidated Budget Review Statement – 3rd Quarter 2023/24](#)**Background**

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

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

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

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

The Quarterly Budget Review Statement (QBRS) presents a summary of Council's financial position at the end of the third quarter for the financial year ended 30 June 2024.

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

The QBRS provides a global analysis of actual revenue and expenditure for the 3rd quarter of 2023/24 and includes the following summaries:

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

Financial Implications

GENERAL FUND – ADJUSTED BOTTOM LINE ANALYSIS

The adopted Operational Plan for the general fund showed a surplus budget of \$88,351 for 2023/24. At the completion of the 1st quarter review, the projected surplus was \$278,754. At the completion of the 2nd quarter review, the projected surplus was \$351,904. The net vote variations proposed for the 3rd quarter of 2023/24 result in a surplus of \$851,231.

This improved surplus primarily results from increased projected interest income (\$670,000) and caravan park income (Hillston \$40k, Goolgowi \$10k and Rankins Springs \$6k) together with minor adjustments as detailed in the business unit operational summary document. This increase in projected income has been offset primarily by the transfer interest earned on invested RERRF funds to reserves (\$109,567) together with an increase in anticipated expenditure for LEP planning instruments (\$34,806) and an increase in expenditure in tips and recycling management. Local roads maintenance has been increased by \$164k which has been offset by matching capital reductions (Hillston HV Bypass \$121k, Murrumbidgee River Rd edge repairs \$5k and Barry Scenic Drive concrete causeway construction \$38k). Complete details are provided in the variation summary.

WATER – ADJUSTED BOTTOM LINE ANALYSIS

The adopted Operational Plan for the combined water funds showed a deficit budget of \$6,543 for 2023/24. At the completion of the 1st quarter review, the projected deficit was \$27,141. At the completion of the 2nd quarter review, the projected deficit was \$52,531. The net vote variations proposed for the 3rd quarter of 2023/24 result in a surplus of \$362,169.

Adjustments to both operational and capital expenditure are detailed in the separately circulated document. While there have been some adjustments to maintenance budgets resulting from increased maintenance activity, the result primarily reflects large increases in water consumption income across all water schemes. In summary, water consumption income has required the following adjustment increases totalling \$521,825:

- Goolgowi Urban - \$46,970
- Goolgowi Rural - \$146,312
- Hillston Water - \$114,273
- Rankins Springs Urban - \$3,299
- Rankins Springs Rural - \$164,491
- Melbergen Water - \$39,468
- Carrathool Water - \$7,012

SEWER – ADJUSTED BOTTOM LINE ANALYSIS

The adopted Operational Plan for the combined sewer funds showed a surplus budget of \$180,613 (including telemetry) for 2023/24. At the completion of the 1st quarter review, the projected surplus was \$169,443. The net vote variations proposed for the 2nd quarter of 2023/24 resulted in a slightly decreased surplus of \$164,443. The net vote variations proposed for the 3rd quarter of 2023/24 result in a slightly reduced surplus of \$141,523. Complete details are provided in the variation summary.

CONTRACTS

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

CARRATHOOL SHIRE COUNCIL		QUARTERLY BUDGET REVIEW STATEMENT FOR THE PERIOD 1 JAN 2024 TO 31 MAR 2024		
CONTRACTS BUDGET REVIEW STATEMENT NEW CONTRACTS ENTERED INTO DURING THIS 3 RD QUARTER				
CONTRACTOR	CONTRACT DETAIL & PURPOSE	CONTRACT VALUE	START DATE	BUDGETED (Y/N)
Nil				

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 – whichever is the lesser.
2. Contracts listed are those entered into during the reporting quarter & exclude contractors on Council's preferred supplier list.
3. Contracts for employment are not required to be included.

CONSULTANCY & LEGAL EXPENSES

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

CARRATHOOL SHIRE COUNCIL		QUARTERLY BUDGET REVIEW STATEMENT FOR THE PERIOD 1 JAN 2024 TO 31 MAR 2024	
CONSULTANCY & LEGAL EXPENSES BUDGET REVIEW STATEMENT CONSULTANCY & LEGAL EXPENSES OVERVIEW			
EXPENSE TYPE	YTD EXPENDITURE (ACTUAL DOLLARS)	BUDGETED (Y/N)	
Consultants*	0		
Legal Fees – Debt Recovery	2,105	Y	
Legal Fees - General	0	Y	

* A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision-making by management. Generally, it is the advisory nature of the work that differentiates a consultant from other contractors.

CASH & INVESTMENTS HELD AT 31 MARCH 2024

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

The Cash at Bank figure has been reconciled to Council’s physical bank statements. The completion date of this bank reconciliation is 31 March 2024.

Cash at Bank (All Funds)	\$268,678.46
<u>Investments (On Call & Term Deposits)</u>	<u>\$40,498,963.57</u>
Cash & Investments – as at 31/3/24	<u>\$40,767,642.03</u>

Statutory Implications

Local Government Act 1993

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

QBRS Guidelines, Office of Local Government 2010

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

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

Recommendation:

That the budget review for the 3rd quarter of 2023/24 be received and the vote variations as listed in both the budget review statement and this report be implemented.

10.18 Draft Operational Plan for 2024/25

CM:PL:SCBP

Author: Director Corporate & Community Services

Purpose: Presentation of Draft Operational Plan 2024/25 for consideration by Council

Separately Circulated: [Draft Operational Plan for 2024/25](#)

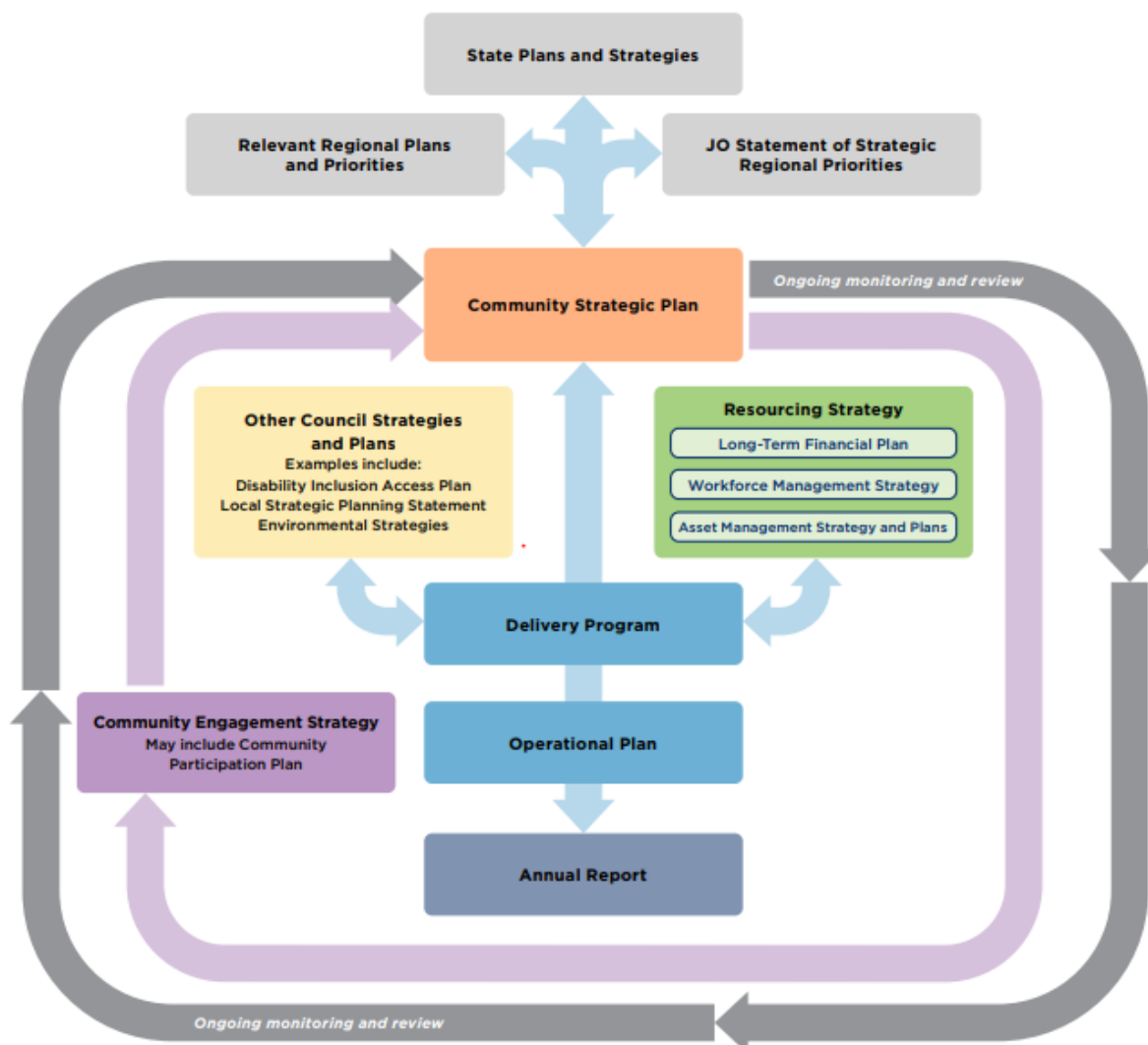
Background

INTRODUCTION

This Draft Operational Plan 2024/25 supports both the Community Strategic Plan and the Delivery Program and details the individual projects and activities that will be undertaken for 2023/24 to achieve the commitments made in the Delivery Program

INTEGRATED PLANNING & REPORTING FRAMEWORK

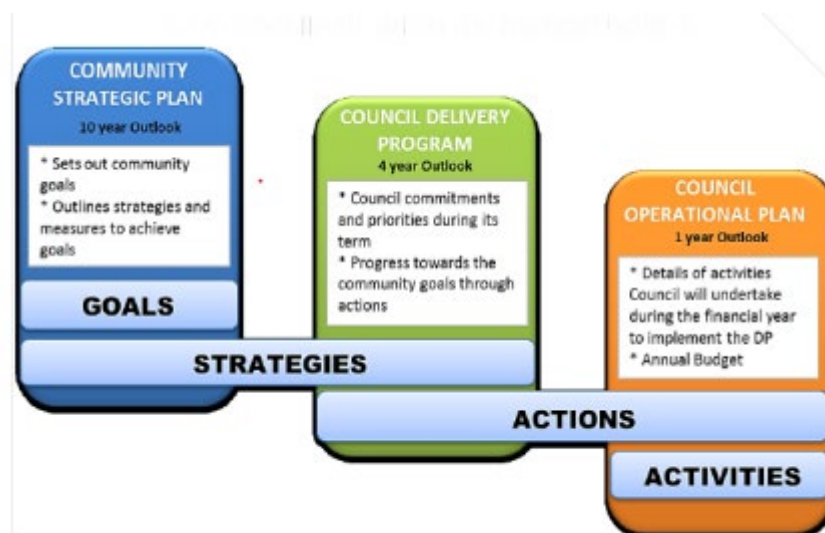
The Integrated Planning and Reporting Framework (IP&R) came into practice in 2009 and established the way in which Councils plan, document and report on their plans for the future. The framework is summarised in the following diagram:



The framework provides for:

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

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



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

FEES & CHARGES 2024/25

The proposed fees and charges for 2024/25 as reported to the April meeting of Council form part of this Operational Plan and are included as part of the detailed document.

GENERAL FUND SNAPSHOT 2024/25

The draft Operational Plan for 2024/25 provides for an anticipated surplus (after writing back non-cash items) of \$142,284. This is made up of total revenue of \$28,864,403 less operational expenditure of \$27,517,945 less capital expenditure \$6,408,674 with non-cash items of \$5,204,500 written back.

DEVELOPMENT OF DRAFT REVENUE & EXPENDITURE PROJECTIONS – ASSUMPTIONS

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

- 3.5% wage increase
- 5.5% rate pegging increase
- Interest rate at the maximum allowable percentage (statutory rate is set in May each year).
- CPI of 3.5%
- Financial Assistance Grants of \$5.4m (general component)
- Financial Assistance Grants of \$3.15m (roads component)
- RERRF funding proposed to be utilised in 2024-25 - \$2.2m
- Regional Roads Block Grant program funding of \$1.5m
- Superannuation (SGL) at 11.5% as legislated
- There is no intention to borrow funds for capital works in 2024/25

GENERAL FUND CAPITAL EXPENDITURE PROJECTIONS – 2024/25

The proposed general fund capital projects budget for 2024/25 including the net cost of plant replacement and loan principal repayments totals \$6,408,674 Detailed information on proposed capital projects is located in the capital budget section of the Operational Plan.

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

DETAILS	PROPOSED CAPITAL PROJECTS 2024/25
Grants – Roads RERRF Capital Program	\$1,400,000
Grants – Block Grant	\$1,500,000
Grants – LRCI Melbergen East	\$225,000
Grants – Swimming Pool Murals	\$30,000
Plant Sales & Trade-ins	\$1,509,700
Funding from CSC General Revenue	\$1,743,974
TOTAL – CAPITAL EXPENDITURE FUNDING	\$6,408,674

WATER SUPPLY & SEWER SERVICES

All capital projects in both the water and sewer services are funded from within the respective schemes. Projected 2024/25 cash balances for each scheme are detailed in the table below:

SCHEME	PROJECTED BALANCE 1/7/24 \$	PROJECTED TOTAL INCOME 2024/25 \$	PROJECTED OPERATIONAL EXPENDITURE 2024/25 \$	PROJECTED OPERATIONAL RESULT 2024/25 \$	PROJECTED CAPEX 2024/25 \$	DEPRECIATION WRITEBACK 2024/25 \$	PROJECTED BALANCE 30/6/25 \$
Goolgowi Water	1,149,324	996,494	(1,012,720)	(16,226)	(281,484)	430,400	1,282,014
Hillston Water	\$832,197	662,700	(501,985)	160,715	(164,400)	97,000	925,512
Rankins Springs Water	\$890,413	738,193	(940,413)	(202,220)	(240,323)	402,000	849,870
Melbergen Water	\$56,330	228,610	(348,402)	(119,792)	(92,904)	182,000	25,634
Carrathool Water	(615,896)	43,435	(105,750)	(62,315)	(19,000)	16,500	(680,711)
TOTAL WATER	2,312,368	2,669,432	(2,909,270)	(239,838)	(798,111)	1,127,900	2,402,319
Goolgowi Sewer	267,312	148,300	(106,064)	42,236	(21,762)	32,000	319,786
Hillston Sewer	1,109,396	612,300	(303,152)	309,148	(204,467)	105,000	1,319,077
Rankins Springs Sullage	(34,699)	15,450	(22,595)	(7,145)	(5,000)	7,500	(39,344)
TOTAL SEWER	1,342,009	776,050	(431,811)	344,239	(231,229)	144,500	1,599,519

Issues

Nil

Financial implications

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

Statutory implications (Governance including Legal)

Local Government Act 1993

Local Government General Regulation 2021

Local Government Amendment (Governance & Planning) Act 2016

Integrated Planning and Reporting Framework

Policy implications

Nil

Risk implications

N/A

Community Strategic Plan

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

Recommendation:

That the draft Operational Plan 2024/25 including the proposed rating structure, the proposed fees and charges and the proposed detailed annual budget (including capital works) be placed on public exhibition.

10.19 Community Development Report – May 2024

ED:TOU:TEP

Author: Community Development & Projects Manager

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

Background**Autumn Holiday Break Program**

Council received funding through this program, Council hosted 2 roller disco events in both Goolgowi and Hillston were well received. Goolgowi Hall Committee and the Hillston Central School P & C facilitated these events.

Youth Week 2024

This year we once again celebrated Youth Week in our Shire. NSW Youth week is aimed at Youth aged 12-24 with the theme Express, Empower and Get Loud. Celebrations kicked off with a scavenger hunt around Hillston where participants completed challenges set by Council for points. 7 teams joined in on the day and feedback received from participants was very positive with all the teams enjoying a great day out. This was then followed the next day by a trivia night at Hillston Ex Servicemen's Club. This event was hosted by Chris Hill and was well supported with 24 people heading to the club to join them for the evening.

Kidman Way

Council is a member of the Kidman Way promotional Committee. The group was created to increase tourism for the towns along the Kidman Way. Following the completion of the water tower mural in Hillston the committee is updating its travel brochures and promotional items to highlight Carrathool Shire as a must stop along the route.

Shovel Ready Projects

During the August council meeting 2023, Council determined projects to be scoped for a "shovel ready list". Reasoning behind this list is due to grant opportunities becoming more competitive and more time consuming. To aid the grant application process, the creation of this list was developed so council can actively seek costings, letters of support and other information to make the project shovel ready when / if grant opportunities arise.

Projects that's have been scoped from this list are:

- Lachlan River Art Trail

Continuation of the Forbes Shire "Sculpture Down the Lachlan" art exhibition into our Shire along the Lachlan River utilising crown reserves and road reserves along both the Lachlan Valley Way and the recently sealed Lachlan River Road could help draw tourists to the area.

Locations have been sought and are pending NSW department cooperation and approval. Following the same format as Forbes Shire works to develop area to accommodate traffic come to \$23,000 per site. Artists have been extremely interested in providing works for the trail, we have received estimates from independent artists as well as some of the artists involved in the current Forbes Shire trail. These estimates average \$220,000, this cost varies depending on size of the sculpture and the renown of the artist.

- Carrathool Caravan Park / RV Dump point

The township of Carrathool gets a number of curious travellers that camp down by the bridge or Pinkers beach and the suggestion has been raised with the local business that a RV dump point for their sewerage, and the possibility to provide power for a small un manned caravan park would be beneficial for the local economy.

Supply and install of a suitable septic tank, dump station, ventilation kit and signage were quoted at \$18,000.

Council are still investigating costs land permissions associated with development of an unmanned caravan park site.

- Free Camp Area

With an influx of travellers touring Australia in caravans and Victorians escaping north away from the cold during the winter months a large number of caravans have been camping down by Jacksons Bridge, while the bulk of caravan goers are respectful of the area it is proposed that Council arrange this area to be a designated free camp area offering bins and bin collection, gravelled roads, parking areas and outdoor furniture such as table and chairs.

Depending on the future of the area with proposed installation works of a boat ramp cost may differ depending on area design. \$45,000 - \$65,000 gravel road construction, bins and furniture with annual cost associated for bin collection weekly.

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 Managers report for May 2024.

11. Committee Reports

12. Closed Council Reports

12.1 Carrathool Shire Scholarship Scheme

PSL:ES:SCH

Author: Director Corporate & Community Services

Purpose: To determine the successful applicants under the 2024 Carrathool Shire Council Scholarship Scheme for Charles Sturt University.

Background

Council is asked to consider this report Carrathool Shire Scholarship Scheme in Closed Council under the provisions of section 10A(c) of the *Local Government Act 1993*.

Financial implications

Nil

Statutory implications (Governance including Legal)

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

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

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

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

12.2 Flood Damage and Restoration Works

GS:PRO:DAFD2022

Author: Director Infrastructure Services

Purpose: To inform the Council of the current status of flood rectification works and associated funding .

Background

Council is asked to consider this report Flood Damage and Restoration Works 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 Local Government Recovery Grants

GS:PRO:GP

Author: General Manager

Purpose: To inform the Council of the status of the funding proposal for the Hillston Arid Zone Botanical Gardens project.

Background

Council is asked to consider this report Local Government Recovery Grants 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

Please note this is the **fourth** Tuesday of the month. The next **Ordinary Meeting** of Council will be held at the **Hillston District Office** on **25 June 2024** commencing at **10.00am**.