



ORDINARY MEETING AGENDA

15 October 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, 15 OCTOBER 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 (e.g. 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 20 August 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 the Council of the Mayor’s activity since the meeting held on 20 August 2024.

Background

Congratulations to our new Councillors on your election to Carrathool Shire Council, I hope you find the experience rewarding. To the returning Councillors welcome back. I look forward to working with all Councillors in setting the direction and priorities of Council for the next four years.

On 4 September the General Manager and I attended the Annual General Meeting of the Hillston Aquatic Club. During the meeting, issues were raised regarding the leak in the bed of the lake, and the allocation of water available from the Council that could be put towards filling the lake to provide for the various activities and events that take place at Lake Woorabinda.

The club was going to follow up on processes and costs for dealing with the leak at the lake. It was explained that some members had made some enquiries, however nothing had yet come to fruition.

As representatives of the Council, both the General Manager and Mayor explained the issues of obtaining water from Council licenses to assist with keeping the lake topped up during the season.

Sussan Ley was in Hillston on Friday 27 September and also attended the Hillston Show on Saturday 28. I was able to spend some time with her on Friday to discuss various issues impacting on our Shire.

Congratulations to the Hillston Show and all those involved in making the show the success that it was this year. These events are important for any community, and I hope it will continue into the future.

Recommendation:

That Council note the Mayor’s report to the October 2024 meeting.

8.2 General Managers Performance Review

PERSONNEL

Author: Mayor

Purpose: To confirm the outcome of the General Managers performance review.

Background

Following the August 2024 Council meeting the full Council conducted a review of the performance of the General Manager for the financial year 2023-2024.

Issues

Normally the review would be carried out in September however, due to the election of a new Council the Mayor decided it would be appropriate and agreed to by the Council, that the review be conducted in August to enable current Councillors to have input.

In the absence of the General Manager, the Council discussed the review and in accordance with the rating scale of the performance document it agreed that the performance is determined as Better than Satisfactory – generally exceeding expected requirements.

Financial implications

Nil

Statutory implications (Governance including Legal)

Local Government Act 1993

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

N/A

Recommendation:

That Council note:

1. a performance review of the General Manager was considered following the August 2024 Council meeting.
2. that the performance of the General Manager was determined as Better than Satisfactory.

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

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> .	Discussion to be held with Local Crown Lands officer regarding temporary arrangements.

0619/ 15.08.23 – Creation of Shovel Ready Project List

Responsible Officer: CDPM

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.

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.	Waiting on further response from Water NSW. Verbal update from DIS.

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.	Verbal update at meeting.

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 November 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. Report December meeting.
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 December meeting.

0887/ 21.05.24 – Flood Damage and Restoration Works

Responsible Officer: DIS

DECISION	ACTION TAKEN
2. instruct staff to prepare a scope and costing for the additional works on Lachlan River Road to incorporate these works with other restoration works.	Updated report this meeting – DIS.

0935/ 16.07.24 – Flood Damage

Responsible Officer: DIS

DECISION	ACTION TAKEN
2. Complete as a priority all floodworks prior to December 2024.	Pending

0896/ 25.06.24 – Rankins Springs Progress Committee – Naming of Park

Responsible Officer: GM

DECISION	ACTION TAKEN
Consultation with the community advertise the two names suggested by the committee – “Centenary Park” or Centennial Park”	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.	December 2024 meeting review.

0942/ 16.07.24 – Carrathool Village Unmanned Caravan Park

Responsible Officer: GM

DECISION	ACTION TAKEN
1. provide a dump point and necessary gravel works to access the dump point as proposed from funds surplus to 2024/25.	Currently in progress.

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

10.2 Precis of Correspondence

GOV:MCCC:MRPC

Author: General Manager

Purpose: Matters for consideration by the Council

Information Items: 10.2.1 St Joseph's P & F Association

10.2.4 Hon Pat Conroy MP

10.2.1 St Joseph's Parents and Friends Association – Request Donation

Informing Council that the annual Christmas Tree event is scheduled for 6 December 2024.

Further asking for monetary sponsorship, gift vouchers or prizes donated for use on the night.

GM Note: Last year Council donated a family pool pass for use as a fundraiser. This year the P & F was successful in obtaining \$1,500 under Council's Community Grants Scheme for the 2024 Christmas Tree.

Recommendation:

That Council note it has provided \$1,500 towards the 2024 Christmas Tree event and is unable to provide further assistance.

10.2.2 Water NSW – Ballyrogan Bridge

Informing Council that the survey and geotech site investigations have been completed. Stating that the temporary and permanent bridge designs should be complete by the end of October to allow review by Council.

Further advising Council the project is on track to deliver the new bridge by mid 2005.

Recommendation:

That Council note the status of the proposal for replacement of the Ballyrogan Bridge.

10.2.3 Crown Land Reserves – Goolgowi

Informing Council that the appointment of Council as the Crown Lands Manager for reserve number 61523 (Goolgowi Sports Ground) has been finalised and notified in the NSW Government Gazette. This appointment commenced on 13 September 2024.

GM Note: Council also requested appointment as Crown Land Manager of reserve 65264, the Goolgowi Golf Club Land. It is expected notification will be provided in the near future.

Recommendation:

That Council note it has been appointed Crown Land Manager of the Goolgowi Sports Ground, Reserve 61523 effective from 13 September 2024.

10.2.4 Hon Pat Conroy MP – Minister for Defence Industry and Capability Delivery

Responding to Councils correspondence regarding the lease of Wagga Wagga Airport.

Stating that defence has not made a decision, however, is committed to ensuring future arrangements will consider community needs and value for money.

Recommendation:

That Council note the response from the Hon Pat Conroy MP regarding the future lease of Wagga Wagga Airport.

10.3 Review of Councillor Code of Conduct and Meeting Practice

GOV:COU:CC

Author: General Manager

Purpose: To inform Council that the Office of Local Government has issued a discussion paper aimed at producing another framework for these documents.

Background

Council will be aware that over the past few years the Office of Local Government (OLG) has several times made changes to both the code of meeting practice and to the code of conduct documents. It would appear that from the discussion paper the relevant documents are not, despite the many interactions achieving the OLG's desired objective, hence the discussion paper.

IssuesCode of Conduct

The discussion paper states that the concept of accountability of councillors to the community has been lost and the proposal is that councillor behaviour and responsibility should be modelled on how members of Parliament are expected to behave and act.

The paper further states that while the majority of councillors do the right thing the current code enables too many political vexatious complaints.

There are many examples of weakness of the current framework included in the paper with the following options proposed to rectify the perceived problems.

- Make OLG directly responsible for dealing with pecuniary interest and significant non pecuniary conflicts of interest.
- Refer behavioural based concerns about councillor conduct to a Statewide panel.
- Reset the Code of Conduct to be similar to the Parliamentary Code.
- Ban closed to the public briefing sessions.

It is proposed to make the code of conduct an aspirational code that would clearly and succinctly outline the expected behaviour of local councillors into an easy-to-understand language of around two to three pages.

It is also proposed that the OLG be given the power to issue Penalty Infringement Notices (PIN) for minor insignificant breaches of the conflict-of-interest declarations along with the PIN framework it is proposed that a Local Government Privileges Committee be established to examine allegations of misbehaviour in public office. The committee would consist of mayors and ex-mayors across NSW. Penalties that could be imposed by the committee include:

- Censure of the councillor
- Warning of the councillor
- Loss of Sitting Fees
- Referral to another tribunal for more serious sanction.

Code of Meeting Practice

The main issue seems to be briefing sessions between staff and Councillors that are closed to the public. The proposal is that in order to promote transparency in decision making the pre meeting briefing sessions will no longer be permitted.

As a further deterrent against disorderly conduct, it is proposed to confer power upon the mayor to expel councillors and remove the entitlement to receive a fee for the month in which they are expelled from a meeting.

The reforms also propose to expand the grounds for mayors to expel members of the public from the chamber for acts of disorder and issue a PIN should the member of the public refuse to leave the meeting after having been expelled.

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That Council:

- 1. write to the Minister for Local Government informing him of their disappointment at the timing of this document and the submission date due on 15 November 2024 citing the general election and probability of new councillors not having sufficient experience in the practices of the council to make a meaningful submission.**
- 2. provide the General Manager with any submission details by Friday 8 November to make any submission.**

10.4 Councillor Induction Requirements

GOV:COU:CTPD

Author: General Manager

Purpose: To inform Council of the induction requirements of Councillors as required by the Office of Local Government.

Background

The Office of Local Government (OLG) has issued guidelines under section 23A of the Local Government Act requiring councillors new and returning to have an awareness and knowledge of the operation and structures of a local council body, including the role and functions of councillors and the mayor.

IssuesInduction

The induction program required by the OLG covers many areas, and can be delivered by the General Manager, other staff or external providers. It is suggested to Council that the General Manager conduct the induction over three sessions prior to a council meeting within the six-month period allowed for the programme.

The following topic areas are suggested content and are key functions of the Council.

- Decision making and a well functioning governing body.
- Legal and Political aspects of Local Government.
- Roles and responsibilities of councillors and staff.
- Strategic Planning and key issues for new council.
- Financial processes and financial management.

Other topics that will be covered include:

- Land use planning
- Water management
- Natural resource management
- Asset management
- Customer complaints process

Professional Development for Councillors

Under section 232 of the Local Government Act all councillors and the mayor have a responsibility to make reasonable efforts to acquire and maintain the skills necessary to perform their roles.

In keeping with this section all new councillors and returning councillors will be provided with an induction programme that meets the objectives of the OLG guidelines ongoing professional development opportunities will be made known and available to councillors during the Council term and may consist of the following:

Local Government NSW (LGNSW) – post election councillor workshops covering;

- Governance
- Legislative environment
- Role of Elected Members, Mayor and General Manager
- Strategic community leadership

Many different courses are available either face to face or online through this body.

Councillors will be made aware of the availability of the various courses as they are scheduled by LGNSW.

Financial implications

Costs of these courses vary depending upon content and duration fees range from \$700 to & \$7,000.

Statutory implications (Governance including Legal)

Section 232 of the Local Government Act requires councillors to gain and maintain skills necessary to undertake new roles.

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

Recommendation:

That Council:

- 1. note the information relating to Councillor induction and training requirements under section 232 of the *Local Government Act 1993*.**
- 2. conduct various induction sessions prior to the Council meetings using in-house resources.**
- 3. note that the particulars of available training courses will be made known to councillors at a later date.**

10.5 Safer Local Roads and Infrastructure Program
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GS:PRO:GP

Author: General Manager

Purpose: To inform Council of the opportunity for road improvements through this grant program.

Background

The Australian Government has announced and issued guidelines for the Safer Local Roads and Infrastructure Program. The program has as its objectives to support the delivery of safer and more productive roads across Australia. The program does not have a close date and applications will be considered for assessment up to three times a year. The program will contribute up to a maximum of \$5 million in government funding for eligible projects.

Issues

The program will contribute 80% of the project costs, with the 20% co-contribution being allowed from own sourced funds, state funds and other Australian Government programs.

The projects must address one or more of the focus areas including:

- Road Safety
- Productivity
- Road Resilience

Should Council be successful in having projects approved, construction is expected to commence within 12 months of the funding offer being made and completed within 24 months of the offer.

Opportunities that immediately come to mind include the sealing of the Rankins Springs Road from the current seal at Melbergen to beyond Mt Daylight Road intersection a length of approximately 10 kms, and works on the Booligal Road, either resheeting or construction seal.

Council contribution for either project can be sourced from Block Grant Funds. Council resolved the October 2023 meeting to prioritise 4 kms construction on the Springs Road for the next three years and to alternate 2 kms between Mossgiel Road and the Booligal Road. Council has in the past been using a cost of \$250,000 per kilometre for construction. This will need to be reviewed prior to submitting any application.

The Springs Road

A valid case exists to seek funding to construct and seal the road of approximately 10 kms from the end of the proposed 24/25 sealing works. This distance will take the seal past Mt Daylight Road to just before Parrs Road intersection which is where Council anticipated it would be towards the end of 26/27 financial year using the existing block grant funds. For the purposes of this report if \$3 million was used as an inactive cost of the project Council's contribution of 20% is \$600,000. The 25/26 cost for Council to do the work under the current program is \$1,000,000, which with current cost increases may be insufficient to undertake the 4 kilometres.

Booligal Road (Lachlan Valley Way)

This is another road that Council has indicated is a priority however available funding only allows for 2 kms of construction and seal every second year.

There are two considerations under this funding model for this road.

1. Complete gravel resheet of the unsealed section of 24.5 kms at a cost of \$68,000 per kilometre at \$1,666,000.
2. Construction and seal of the road from the end of the seal to the intersection with Crows Nest Road – a distance of approximately 11.3kms, this could be achieved at a cost of around \$3,500,000.

Council does have sufficient co-contribution funds from the Block Grant Funding should the maximum proposed costs projects be decided ie. \$1,300,000 available for a contribution.

Financial implications

The program requires a 20% co-contribution which Council is able to source from other grant funds.

Statutory implications (Governance including Legal)

Nil

Policy implications

In keeping with Council resolution 0674 from 17 October 2023 meeting regarding sealing of the Springs Road and Booligal Road.

Risk implications

Council must be able to start projects within 12 months of notifications and have completed projects within 24 months.

Community Strategic Plan

Goal 2 – Accessible and Connected.

Recommendation:

That Council submit projects for both the Springs Road and Booligal Road (Lachlan Valley Way) under the Safer Local Roads and Infrastructure Program in the following priority order:

- 1. Springs Road Construction and Seal.**
- 2. Booligal Road (seal or resheet to be determined by Council).**

10.6 Renaming of Ninti Street Park – Rankins Springs

PR:NAM:PR

Author: General Manager

Purpose: To provide Council with an update following its resolution of 20 August 2024

Background

Council has considered this request at two previous meetings having at the August 2024 meeting resolved to place on display the suggested name for the park being “Rankins Springs CWA Centenary Park”.

Issues

Council has received three responses to the name when it was placed on display, these are included in their entirety for Council consideration.

The Rankins Springs CWA

Would prefer to have the park named “Rankins Springs CWA Park” and would prefer to see “Centenary Park” somewhere else in town.

Dana Brighenti

Suggesting the Ninti Street Park should be named “Centenary Park” and the playground within the park be named “Rankins Springs CWA Childrens Playground”.

Jamie Parsons

Suggesting the playground be named “CWA Childrens Playground” and the park be named “Centenary Park”.

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 1 – Thriving and Liveable Communities.

Recommendation:

For Council determination.

10.7 Local Government Election – Countback Provision

GOV:ELE:ER

Author: General Manager

Purpose: To allow Council to consider exercising the countback provision of the Act in the first 18 months should a casual vacancy occur.

Background

Section 291A of the *Local Government Act* allows for a council to resolve to fill a casual vacancy in the first 18 months of the council term using countback provisions of the result of the election.

Issues

For Council to opt for countback provisions it must at the first meeting of the Council resolve to utilise the provision or a by-election must be held within the first 18 months should a vacancy occur.

As the cost for a by-election would be in the vicinity of \$20,000 it is considered a financially sound decision. Generally should a vacancy occur in the last 18 months of the council terms, the Council can apply to the minister to not fill the vacancy.

Financial implications

A by-election is estimated to cost in the vicinity of \$20,000.

Statutory implications (Governance including Legal)

Section 291A *Local Government Act 1993*.

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil – Act of Parliament.

Recommendation:

That Council pursuant to section 291A(1)(b) of the *Local Government Act 1993* (the Act) Carrathool Shire Council declares that casual vacancies occurring in the office of a councillor within 18 months after the last ordinary election of councillors for the Council on 14 September 2024 are to be filled by a countback of votes cast at that election for the office in accordance with section 291A of the Act and directs the general manager to notify the NSW Electoral Commission of the Council’s decision within 7 days of the decision.

10.8 Statistics on Code of Conduct Complaints

CM:REP:SR

Author: HR/WHS & Risk Coordinator

Purpose: To report the statistics on the Code of Conduct complaints received about Councillors and the General Manager.

Background

The Model Code of Conduct requires the complaints coordinator from each council to report on a range of complaints statistics to the Council and to the Office of Local Government (OLG) within three months of the end of September each year. The reporting period is 1 September 2023 – 31 August 2024.

In accordance with Part 11.1 and 11.2 of the *Procedure for the Administration of the Model Code of Conduct for Local Councils in NSW, 2020*, the complaints coordinator must arrange for Code of Conduct Complaints statistics be reported to the council.

As Council did not receive any Code of Conduct complaints during the reporting period, Council's response to each question was nil.

Financial implications

Nil

Statutory implications (Governance including Legal)

Procedure for the Administration of the Model Code of Conduct for Local Councils in NSW 2020.

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That Council note there were no reportable code of conduct matters with the Administration of the Code of Conduct for Local Councils during the year ended 31 August 2024.

10.9 Christmas and New Year Closure

PER:EC:EA

Author: Human Resources Coordinator

Purpose: To seek Council’s approval to close the offices, library, and depots from 3pm Tuesday 24 December 2024 and reopen on Thursday, 2 January 2025.

Background

Traditionally, Council has closed the offices, library and depots between Christmas and New Year. To facilitate the closure, staff would be expected to utilise available leave entitlements over this period with the option of attending for work if required.

Public holidays for the Christmas / New Year period are Wednesday, 25 December 2024 (Christmas Day), Thursday, 26 December 2024 (Boxing Day) and Wednesday, 1 January 2025 (New Years Day).

It is suggested that Council close its offices for the working days of Friday, 27, Monday, 30, and Tuesday, 31 December 2024 reopening on Thursday, 2 January 2025. Staff utilising leave entitlements over this period will also contribute to lowering Council’s leave liability.

A skeleton crew of operational and maintenance staff will work as required over this period to provide essential services to the community.

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That the Council approve the closure of Council Offices, Library and Depots from 3pm Tuesday 24 December 2024 and reopen on Thursday 2 January 2025.

10.10 Infrastructure Report

RD:IR

Author: Director Infrastructure Services

Purpose: To Summarise Infrastructure Services Activities for part July, August and September 2024

Attachment: Register of Roads Maintenance

Background

Reporting Period 20 July 2024 to 27 September 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 Culverts & Pits (ea)	
Mount Grace Road	5
O'Briens Road	20
TOTAL	25
Clear Surface Drains (m)	
Audrey Lea Road	1000
Erigolia Road	270
O'Briens Road	100
TOTAL	1370
Gravel Resheeting (m²)	
Cannards Road	2250
TOTAL	2250
Heavy Patching (m²)	
Erigolia Road	3877.5
Munros Road	1507.5
TOTAL	5385
Litter and Amenity Maintenance (job)	
Audrey Lea Road	4
TOTAL	4
Slashing (m²)	
Bringagee Road	64000
Cahills Road	72000
Erigolia Road	148000
Munros Road	36000
Murrumbidgee River Road	128000
Whealbah Road	16000
TOTAL	464000
Stock Grid Maintenance (ea)	
Bunda North Road	2
TOTAL	2

Maintain Shoulders (shldr kms)	
Audrey Lea Road	45
Bakers Road	4
Carrathool Road	1
McKinley Road	12
Merungle Road	79
Mount Grace Road	40
O'Briens Road	12
Square Well Lane	8.4
Whealbah Road	50
Woods Lane	4.5
TOTAL	255.9
Potholes (ea)	
Carrathool Road	3
Erigolia Road	8
TOTAL	11
Replace Signs (ea)	
Gullifers Road	1
Kites Road	1
Lachlan River Road	1
TOTAL	3
Servicing Signs (ea)	
Booligal Road	1
Carrathool Road	2
TOTAL	3
Spraying (m²)	
Lachlan River Road	304000
Merungle Road	136000
Mitchells Road	16000
Stewarts Lane	80000
Whitton Stock Route Road	20000
TOTAL	556000

Maintenance Grading (cl kms)	
Audrey Lea Road	20
Bakers Road	6.3
Bringagee Road	4.5
Dirrung Road	2
Eight Mile Tank Road	8
Flanagans Road	4
Girdlers Road	12.3
Gullifers Road	7
Hillmans Lane	7.5
Huxleys Road	1.5
Jennings Road	12
Luelfs Road	3
McKinley Road	8.50
Merungle Road	34.5
Mount Grace Road	32.3
Munros Road	5
Murrumbidgee River Road	7
Nancarrows Lane	2
O'Briens Road	6
Peters Road	1
Square Well Lane	5.7
Streets Road	6
Weavers Road	0.5
Whealbah Road	29.5
Whitton Stock Route Road	12
Woods Lane	4.5
TOTAL	242.6

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)	5					
Litter and Amenity Maintenance (job)				9		
Maintenance Grading (cl kms)				13		
Potholes (ea)	20	90				
Replace Signs (ea)				1		
Servicing Signs (ea)			1			
Slashing (m ²)		168000			16000	
Spraying (m ²)			284000		180000	
Traffic Counters (ea)			1	2		

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			4.50			4.50
Sign Replacement	1620			1.50			1.50
Resealing	4000						0
Mowing	5100	84	266	167	48.50	108	673.50
Slashing	5200	54.50	33	320.50	15.50	79	502.50
Spraying	5300	1.50	27	329.50		7.50	365.50
Tree Maintenance	5400	60	31.50	101.50		16	209
Tree Removal	5410	68		10			78
Watering	5500			146.50		18	164.50
Weeding	5600		36	98.50	5	55.50	195
Mowing – Stan Peters Oval	5710			4.50			4.50
Slashing – Stan Peters Oval	5720						0
Spraying – Stan Peters Oval	5730						0
Watering – Stan Peters Oval	5740			20.50			20.50
Weeding – Stan Peters Oval	5750			40.50			40.50
Playground Equipment	5800						0
Litter Collection	6100	2	9.25	98.50	4.75	44	158.5
Street Sweeper	6200		5	116.25			121.25
Hand Broom Gutters	6300			10			10
Toilets	6400	10	50	172	20	29	281
Footpath Maintenance	7100			40.50			40.50
Clear Culverts	7100		2.50	8.50			11

Street Maintenance	7200	45	13.50	17.50		17.50	93.50
Miscellaneous Items	7500			7.50			7.50
Playground Inspection	7510						0
Office	7520						0
Town Improvements	7530		2	1.50			3.50
Graffiti Removal	7540						0
Park Furniture/Fences	7540		19	44			63
Total Hours per Town		325	494.75	1761.25	93.75	374.50	3049.25
Town % of Total Hours		10.66%	16.23%	57.76%	3.07%	12.28%	

Sewer Maintenance

Description	Mainline Choke	Service line Choke	Pump Station Fault	Pressure Sewer Fault	STW – Screen Unit Fault
Hillston	1	5	8	10	
Goolgowi	2			2	
Rankins Springs Sullage					
Totals	3	5	8	12	0

Water Maintenance

Description	Mainline Breaks	Service line Breaks	Water Meter/Tap Leaking	Pump Station Faults	Telemetry Faults	Replaced Meter	New Connection
Hillston	5		3	2	1		
Langtree (Langtree Bore/Merriwagga/Goolgowi)		1					
Yoolaroi/Goolgowi Rural (Palmyra to Y4 & Y5/Y6)	3			2		2	
Bunda/Goorawin		2				1	
Carrathool			1			1	
Merriwagga Village			1			1	
Goolgowi Village Raw			1			1	
Goolgowi Village Potable		2	1			1	
Rankins Springs Potable							
Rankins Springs Raw Town			1				
Rankins Springs Rural					1	2	
Melbergen							
Total	8	5	8	4	2	9	

Project Updates:

Mossgiel Road

Physical earthworks are completed on the next 2-kilometre upgrade of Mossgiel Road. The sealing over the recently widened Umbrella Creek Bridge and new road works will be completed in early November.

The Springs Road

Works have commenced on the upgrade of the next 2-kilometre section of the Hillston end of The Springs Road. The works include the widening of 2 culverts and the installation of a new culvert. Sealing of this section is scheduled for early November. Works on the 2-kilometre section at Rankins Springs end of the road are scheduled to commence prior to November.

Hillston and Carrathool Boat Ramps

Hillston and Carrathool Boat Ramp design and the Review of Environmental Factors are complete. This will be lodged with Council to begin the approval process. This is anticipated to be finalised within a month.

IWCM Strategy

The monthly October progress meeting was held with the Public Works Advisory, including other stakeholders. Public Works completed a typical residential bill (TRB) analysis and is expected to present financial modelling for all Scenarios for council officers to review in October. The final scenario will be adopted for a draft of the IWCM strategy, which is expected to be completed by the end of June 2025. This project is externally funded and has a completion deadline of 31 December 2025.

Telemetry Replacement

Aquamonix expects to undertake a first site visit in November 2024 for some hardware installation work, followed by a second visit in March 2025 to test and commission the new telemetry system. This project is internally funded and is scheduled to be completed by the end of April 2025.

Hillston Water Mains Construction

UGL issued a draft licence agreement for review and execution, this is currently with Council solicitors for review. Construction of the works are currently being planned with the under boring of the rail corridor likely to occur in February. This project is expected to be completed by June 2025.

Bunda Water Mains Replacement and Vegetation Clearing

The second phase of the remaining water mains replacement work commenced. Works may be completed prior to December 2024; however, this project is externally funded and has a completion deadline of June 2025.

Molesworth Street Water Mains Replacement

Proposed water mains replacement work commenced. Works may be completed prior to December 2024; however, this project is externally funded under the Local Roads and Community Infrastructure Program Phase 4 and has a completion deadline of June 2025.

Carrathool Pump Station Solar Panels

Solar Mad is appointed to undertake the installation work. Works may be completed prior to December 2024; however, this project is externally funded and has a completion deadline of June 2025.

Switchboard Aircon Upgrades (Various Locations)

This work is now completed under the 2024-25 capital works program. Seven (7) new switchboard air-conditioning systems (Bunda, Yoolaroi, Rankins Springs Rural, Melbergen & Carrathool) have been installed to prevent pump tripping due to overheating, especially during the summer months.

Generator (Y2)- McIntyre Hill Pump Station

The generator and shed quotes have been received and approved, and the shed has been built. It is awaiting generator delivery, installation, and commissioning. Works may be completed prior to December 2024.

Palmyra Channel Doppler Meter & Gate

This work is completed. Council intends to measure flow at this location in line with the Murrumbidgee Irrigation (MI) flow meter and the Palmyra Pump Station to determine water losses in the earthen channel and Palmyra Swamp.

Material Storage Shed (Goolgowi Dam)

The quote was received and approved. Shed building work is underway and nearing completion.

Rankins Springs's additional potable storage tanks

Site clearing works have been completed. Tanks are delivered on-site, and pipes are manufactured in Griffith for the installation work, followed by connection to the existing reticulation system. This arrangement will help Rankins Springs Village secure a minimum water supply for a day in case of significant failure or compromise to the existing pump and treatment system.

Melbergen Water Mains Replacement

This work is completed. A total 1530 meters of new water mains were constructed and commissioned successfully on Redbank Road.

Hillston Sewer Mains Relining

Initial cleaning and inspection work completed, with further inspection and relining work to commence in the coming months.

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 20 July 2024 to 27 September 2024.





ATTACHMENT

Register of Local Road Maintenance

Road Hierarchy Number	Road Name	load 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	16/05/2024	9.00	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	17/04/2024	3.50	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	26/07/2023	6.00	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	26/09/2024	7.00	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	21/03/2024	11.50	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 Ro	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	Pinteebakana Road	216	9/05/2024	9.00	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	24/05/2024	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	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	2/08/2024	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	Streets Road	236	2/08/2024	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	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	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	Wests Road	255	10/10/2023	6.50	6.50
4	Whealbah Road	256	25/09/2024	29.50	85.32
6	Whitton Stock Route Rc	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	Wollarna 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	Younas 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

10.11 Flood Restoration Works Update

RD:IR

Author: Director Infrastructure Services

Purpose: To provide a status update on the Flood Restoration Works

Attachment: Flood Restoration Status Table

Background

Carrathool Shire Council received Natural Disaster funding following a flood event in October 2022. Works have commenced and as per funding guidelines, Council has to June 2025 to complete the agreed works.

Issues

The 41 projects over 22 roads are listed in the attached table. The table shows that 19 of the projects are completed and a further 4 projects only require sealing before they as well are completed. Works have commenced on a further 11 projects and only 7 projects (or 3 different roads) are yet to start.

Individual Active Project Updates:**Avondale Road:**

Only sealing of the intersection with the Cobb Highway is yet to completed. This will occur when Council jet-patcher is returned.

Booligal Road:

Only sealing at the cattle grids is yet to completed. This will occur when Council jet-patcher is returned.

Bringagee Road:

Works on has commenced on the edges and heavy patches.

Cahills Road:

Only the final seal of the patches is yet to completed. This will occur when Council jet-patcher is returned.

Jacksons Bridge:

Murray Constructions, a bridge building contractor has provided an acceptable offer to re-cast the approach slab on the Hillston side of the bridge.

Lachlan River Road:

Works has commenced of the patches in conjunction with Councils' culvert installation.

Lachlan Valley Way:

Heavy patching and sealing of these patches are completed, only Linemarking remains to be completed.

Lowlands Road:

The culvert work is yet to be completed.

Mossgiel Road:

Project planning for this works has commenced and set out of the heavy patching is still planned for November.

Munros Road:

Only sealing of the patches is yet to completed. This will occur when Council jet-patcher is returned.

Murrumbidgee River Road:

Works have commenced. Pothole repair and edge restoration will occur when Council jet-patcher is returned.

Rankins Springs Road:

Works has commenced of the patches.

Roto Road:

Roto road works is programmed for November.

Whealbah Road:

Significant portions of Whealbah Road have been graded under this program. Only some additional table drain works remain to be completed.

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 status of the Flooding Restoration Works.

ATTACHMENT

Project ID	Status
Arcadia Lane (Unsealed Works)	Completed
Audrey Lea Road (Unsealed Works)	Completed
Avondale Road (Culvert)	Completed
Avondale Road (Reconstruct)	Awaiting Sealing works
Avondale Road (Unsealed)	Completed
Barry Scenic Drive - DM01700	Completed
Barry Scenic Drive - DM01701	Completed
Blackgate (Unsealed)	Completed
Booligal Road (Reconstruct Road)	Awaiting Sealing works
Booligal Road (Unsealed Works)	Completed
Bringagee Road (Edge Repair)	Work Commenced
Bringagee Road (Pothole Repair)	Work Commenced
Bringagee Road (Reconstruct Road)	Work Commenced
Cahills Road (Reconstruct Road)	Awaiting Sealing works
Cahills Road (Reconstruct Unsealed Shoulder)	Completed
Cannards Road (Single Cell Culvert Floodway)	Completed
Cannards Road (Twin Pipe Culvert)	Completed
Cannards Road (Unsealed Works)	Completed
Carrathool Road (Pothole)	Completed
Carrathool Road (Reconstruct Road)	Completed
Erigolia Road (Reconstruct Road)	Completed
Jacksons Bridge	
Lachlan River Road (Reconstruct Road)	Work Commenced
Lachlan Valley Way (Pothole)	Work Commenced
Lachlan Valley Way (Reconstruct)	Work Commenced
Lowlands (Culvert)	Work Commenced
Lowlands (Unsealed)	Completed
Mossgiel Road (Reconstruct Road)	
Mossgiel Road (Unsealed Works)	
Mount Grace Road (Unsealed Works)	Completed
Munros Road (Reconstruct Road)	Awaiting Sealing works
Munros Road (Unsealed Works)	Completed
Murrumbidgee River Road (Pothole Repair)	
Murrumbidgee River Road (Edge Repair)	
Murrumbidgee River Road (Pavement Reconstruction)	Work Commenced
Rankins Spring Road (Edge Repair)	Work Commenced
Rankins Spring Road (Reconstruct Road)	Work Commenced
Roto Road (Edge Repair)	
Roto Road (Reconstruct Road)	
Tabbita Lane (Pavement Reconstruction)	Completed
Whealbah Road (Unsealed Works)	Work Commenced

10.12 Watkins Road Culvert Upgrade Costs

RD:LR:WAT

Author: Director Infrastructure Services

Purpose: To provide the Council with information requested at August meeting for the costs to upgrade culverts over the Willandra Creek on Watkins Road.

Background

At the August 2024 meeting Council resolved to investigate the cost to install twin 1200mm diameter pipes and associated rock protection works as part of a proposed culvert upgrade on Watkins Road.

Issues

Access is currently available to residents and these works are to reduce damage to the road during flooding.

Costing to undertake the works have been calculated and shown below. A major cost contributor the distance to the site.

Rock/Gravel and bedding material delivered to site	14,395
Pipes and headwalls delivered to site	32,000
Geo Fab and rock protection work	12,000
Culvert Installation	9,000
Road works	13,500
Site establishment and side track	8,000
Total	88,895
5% Contingency	4,445
Grand Total	<u>\$93,340</u>

Financial Implications

The estimated cost for these works are not included in the current capital budget and funds would need to allocated from the Local Road Reserve.

Statutory Implications (Governance including Legal)

Nil

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Goal 2: Accessible and Connected

Recommendation:

For Council determination.

10.13 Plant Report

PES:MTN:PR

Author: Manager Fleet & Town Services

Purpose: Plant Report for August-September 2024

Background

PLANT NO	HOURS KMS	TYPE	DETAILS
3528	6,245 hrs	Cat Motor Grader	Replace engine oil return hose assembly.
3527	7,119 hrs	Cat Motor Grader	Replace engine oil return hose and filter housing gasket.
2077	476,298 kms	Kenworth Prime Mover	Replace front engine mounts.
2066	276,134 kms	Hino Water Tanker	Replace left hand brake shoe assembly and lining.
4540	2,976 hrs	Multipac Self Propelled Roller	Replace forward/reverse control joystick.
2082	32,219 kms	Hino Garbage Truck	Repairs to Ad-blue heater control unit. (Warranty)
2594	4 years	Tristar Side Tipper	Replace left hand rear disc brake caliper. Replace all disc brake pads. Replace rear axle safety slings.
4531	2,643 hrs	Padfoot Roller	Replace starter motor.
3056	3,668 hrs	Tana Garbage Compacter	Weld new drum teeth onto both drums. Carry out full service on engine and transmission. Replace drive pump and charge pump seals.
2066	246,219 kms	Hino Water Tanker	Replace high-pressure air-conditioning hose and receiver drier, re-gas system. Weld cracks in water tank.
5099	10 yrs old	Howard Slasher	Replace gear box and blades. Re-weld crack in frame.
3525	9,275 hrs	Cat Motor Grader	Replace right hand side door glass.
3053	1,967 hrs	Bomag Stabiliser	Replace broken adapter lugs and cutting teeth. Hard face side plates.
	46 yrs old	Inter 35 Disc Plough	Replace bearings on right hand rear disc bank. Re-bush tow hitch.
5116	7 yrs old	Howard Slasher	Replace clutch assembly. Replace universal joints on drive shaft.

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 September 2024.

10.14 Plant Replacement

PES:AD:CRRPD

Author: Manager Fleet & Town Services

Purpose: Plant Replacement Report for September 2024

Background

The following vehicles have been replaced during September as per the adopted replacement schedule for 2024/2025.

Plant No.1356 Toyota Rav 4 Wagon (60,000km) HACC Lease Back Vehicle.

Budget \$1,626.73 over 2024/2025 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Owen Toyota	Toyota Rav 4, 2WD Wagon	37,208.00
Successful Purchase		
Valley Motor Auctions	47 Munibung Road, Cardiff 2285 NSW	31,217.27
Changeover cost (after GST adjustment)		5,990.73

Plant No.1355 Toyota Camry Hybrid Sedan (50,000km) HACC Lease Back Vehicle.

Budget \$111.43 under 2024/2025 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Owen Toyota	Toyota Camry Hybrid Sedan	33,196.30
Successful Purchase		
Valley Motor Auctions	47 Munibung Road, Cardiff 2285 NSW	25,762.73
Changeover cost (after GST adjustment)		7,433.57

Plant No.1358 Mazda 6 Sedan (45,000km) Manager Fleet & Town Services Vehicle.

Budget \$3,663.18 over 2024/2025 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Leo Franco Motors	Kia Cerrato Sedan	32,655.45
Successful Purchase		
Blacklocks Lavington	587 Wagga Road, Lavington 2641 NSW	22,537.27
Changeover cost (after GST adjustment)		10,118.18

Plant No.1894 Toyota Hilux 4x4 dual Cab Utility (50,000km) Goolgowi Water & Sewer Team Leaders Vehicle

Budget \$2,971.82 under 2024/2025 budget estimates.

		Amount \$ (excl GST)
Successful Supply		
Leo Franco Motors	Isuzu 4x4 D Max Utility	48,094.36
Successful Purchase		
Valley Motor Auctions	47 Munibung Road, Cardiff 2285 NSW	40,248.18
Changeover cost (after GST adjustment)		7,846.18

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That Council note the Plant Replacement report for September 2024.

10.15 Development Applications – October 2024

GOV:MTG:CR

Author: Manager Building & Regulatory Services

Purpose: Development Applications & Determinations – August and September 2024

Background

Lodgements

Type/No.	Name	Address	Development
DA2024/036 - MOD2	Kalm Capital Investments Pty Ltd	Lachlan River Road Hillston NSW 2675	Machinery shed
DA2025/003	Kiewa Park Pty Ltd	Kidman Way Goolgowi NSW 2652	4 x Silos
Total Estimated Value Of Works			\$1,131,946

Determination: Approved

Type/No.	Name	Address	Development	Processing Time
DA2025/001	Carrathool Shire Council	19 Bales Avenue Rankins Springs NSW 2669	Emergency services facility (NSW RFS Shed)	30
DA2024/036 -MOD2	Kalm Capital Investments Pty Ltd	Lachlan River Road Hillston NSW 2675	Machinery shed	2
DA2025/002	Craig McKeon	165 High Street Hillston NSW 2675	Commercial premises	24
DA2024/043	Manildra Grain Storage Pty Ltd	Tyson's Road Tabbita NSW 2652	Alteration and addition to an existing grain handling facility (Civil works, Staff amenities, Workshop)	68

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

That the Determinations for Development Applications received for August and September 2024 be noted.

10.16 Finance Report – Statement of Bank Balances – August 2024

FM:FR

Author: Director Corporate & Community Services

Purpose: Statement of Bank Balances – August 2024

Background

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

Statement of Bank Balances as at 31 August 2024				
CASHBOOK SUMMARY				Data for August 2024
Balance As at 01/08/2024 (Consolidated Funds)				\$299,892.87
		Add For August 2024	Total for 01/07/2024 to 30/06/2025	
Rates/Water/Debtor Receipts	\$802,651.80	\$2,343,955.88	\$3,146,607.68	
Investments Recalled	\$10,418,132.46	\$400,000.00	\$10,818,132.46	
RMS - RMCC, Block, Repair	\$0.00	\$840,500.00	\$840,500.00	
RMS - Bridge	\$0.00	\$0.00	\$0.00	
RMS - Flood Damage	\$0.00	\$0.00	\$0.00	
RMS - Regional Roads	\$0.00	\$0.00	\$0.00	
Grant - Roads to Recovery Program	\$0.00	\$0.00	\$0.00	
FAG - General & Local Roads	\$0.00	\$329,919.00	\$329,919.00	
All Other Misc Grant Payments	\$299,437.65	\$24,323.29	\$323,760.94	
Planning Receipts	\$9,969.00	\$123,671.00	\$133,640.00	
Plant / Property Trade-Ins & Sales	\$51,810.00	\$136,065.00	\$187,875.00	
Other Receipts	\$225,552.27	\$231,708.80	\$457,261.07	
Sub Total Receipts	\$11,807,553.18	\$4,430,142.97	\$16,237,696.15	\$4,430,142.97
LESS PAYMENTS		Add For August 2024	Total for 01/07/2024 to 30/06/2025	
Wages (Net of PAYG & Other Deductions)	(\$676,621.65)	(\$576,293.00)	(\$1,252,914.65)	
Plant Acquisitions	(\$141,273.05)	(\$328,574.62)	(\$469,847.67)	
Invested	(\$9,000,000.00)	(\$2,000,000.00)	(\$11,000,000.00)	
Other Creditors Payments	(\$1,807,369.19)	(\$1,598,585.01)	(\$3,405,954.20)	
Sub Total Payments	(\$11,625,263.89)	(\$4,503,452.63)	(\$16,128,716.52)	(\$4,503,452.63)
Cashbook Balance 31/08/2024				\$226,583.21
BANK STATEMENTS				
Opening Balance 01/08/2024 (CSC's CBA Main Transaction Account)				\$305,762.10
Less Bank Payments				(\$4,252,378.14)
Plus Bank Receipts				\$4,192,953.29
Total As Per Bank Statements				\$246,337.25
Plus Unpresented Deposits				\$14,874.86
Less Unpresented Cheques				(\$34,628.90)
Reconciliation Cash Book Balance to Bank Statements 31/08/2024				\$226,583.21

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Local Government Act (1993)

Local Government General Regulation (2021)

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

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

Recommendation:

That Council note the Statement of Bank Balances as at 31 August 2024 and confirm payment of accounts as summarised in the reconciliation statement totalling \$4,503,452.63.

10.17 Finance Report – Investments Schedule – August 2024

FM:FR

Author: Director Corporate & Community Services

Purpose: Schedule of Investments – August 2024

Background

Details of Council’s investments as at 31 August 2024 are provided below:

CARRATHOOL SHIRE COUNCIL INVESTMENTS - 31 AUGUST 2024							
Last Month @ 31/07/24	Financial Institution	Date Raised	Interest Rate	Duration (Days)	Maturity Date	Current Month @ 31/08/24	Change
\$552,623.46	CBA	27-May-24	4.73%	123 Days	27-Sep-24	\$552,623.46	\$0.00
\$543,969.15	CBA	20-Aug-24	4.69%	92 Days	20-Nov-24	\$550,399.61	\$6,430.46
\$548,722.17	CBA	27-May-24	4.73%	123 Days	27-Sep-24	\$548,722.17	\$0.00
\$0.00	CBA	29-Aug-24	4.72%	120 Days	27-Dec-24	\$500,000.00	\$500,000.00
\$547,606.55	CBA	28-Aug-24	4.69%	90 Days	26-Nov-24	\$553,939.28	\$6,332.73
\$1,600,000.00	CBA	01-Jul-24	4.77%	91 Days	30-Sep-24	\$1,600,000.00	\$0.00
\$542,439.73	CBA	11-Jun-24	4.74%	90 Days	09-Sep-24	\$542,439.73	\$0.00
\$539,608.59	CBA	27-May-24	4.73%	123 Days	27-Sep-24	\$539,608.59	\$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
\$26,526.62	Bendigo Bank	12-Apr-24	4.00%	185 Days	14-Oct-24	\$26,526.62	\$0.00
\$546,322.16	Westpac	04-Jun-24	4.90%	92 Days	04-Sep-24	\$546,322.16	\$0.00
\$510,466.58	Westpac	29-Jul-24	4.98%	92 Days	29-Oct-24	\$510,466.58	\$0.00
\$2,308,003.15	Westpac	30-Aug-24	4.89%	91 Days	29-Nov-24	\$2,336,508.57	\$28,505.42
\$0.00	Westpac	29-Aug-24	4.89%	92 Days	29-Nov-24	\$500,000.00	\$500,000.00
\$2,058,654.89	Westpac	19-Jul-24	5.02%	123 Days	19-Nov-24	\$2,058,654.89	\$0.00
\$1,600,000.00	Westpac	01-Jul-24	5.00%	92 Days	01-Oct-24	\$1,600,000.00	\$0.00
\$500,000.00	Westpac	29-Aug-24	4.89%	92 Days	29-Nov-24	\$508,406.30	\$8,406.30
\$2,298,254.79	Westpac	30-Aug-24	4.98%	153 Days	30-Jan-25	\$2,336,894.43	\$38,639.64
\$519,585.39	Westpac	29-Aug-24	4.89%	92 Days	29-Nov-24	\$528,338.34	\$8,752.95
\$1,061,678.09	Westpac	29-Aug-24	4.95%	183 Days	28-Feb-25	\$1,074,763.78	\$13,085.69
\$567,117.32	NAB	30-Jul-24	4.98%	90 Days	28-Oct-24	\$567,117.32	\$0.00
\$538,611.97	NAB	01-May-24	5.00%	124 Days	02-Sep-24	\$538,611.97	\$0.00
\$0.00	NAB	29-Aug-24	5.00%	153 Days	29-Jan-25	\$500,000.00	\$500,000.00
\$518,406.26	NAB	27-May-24	5.00%	123 Days	27-Sep-24	\$518,406.26	\$0.00
\$518,539.56	NAB	10-Jun-24	4.95%	91 Days	09-Sep-24	\$518,539.56	\$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
\$2,024,657.54	NAB	19-Aug-24	4.98%	90 Days	17-Nov-24	\$2,067,967.47	\$43,309.93
\$531,700.62	NAB	18-Jun-24	4.95%	90 Days	16-Sep-24	\$531,700.62	\$0.00
\$506,232.88	NAB	27-May-24	5.00%	123 Days	27-Sep-24	\$506,232.88	\$0.00
\$3,050,024.39	NAB	26-Jun-24	4.95%	90 Days	24-Sep-24	\$3,050,024.39	\$0.00
\$508,475.21	NAB	01-Jul-24	4.95%	91 Days	30-Sep-24	\$508,475.21	\$0.00
\$506,164.39	NAB	04-Jun-24	4.95%	90 Days	02-Sep-24	\$506,164.39	\$0.00
\$544,784.30	NAB	17-Jun-24	5.00%	122 Days	17-Oct-24	\$544,784.30	\$0.00
\$2,092,279.00	NAB	27-Aug-24	5.00%	90 Days	25-Nov-24	\$2,117,816.27	\$25,537.27
\$555,941.00	NAB	11-Jun-24	4.95%	90 Days	09-Sep-24	\$555,941.00	\$0.00
\$542,591.62	NAB	04-Jun-24	4.95%	90 Days	02-Sep-24	\$542,591.62	\$0.00
\$1,638,518.42	IMB	29-Aug-24	4.75%	91 Days	28-Nov-24	\$1,657,911.30	\$19,392.88
\$557,186.47	IMB	16-Jul-24	4.85%	92 Days	16-Oct-24	\$557,186.47	\$0.00
\$514,376.35	IMB	19-Jul-24	4.85%	91 Days	18-Oct-24	\$514,376.35	\$0.00
\$1,600,000.00	IMB	01-Jul-24	4.95%	126 Days	04-Nov-24	\$1,600,000.00	\$0.00
\$2,083,985.91	IMB	30-Aug-24	4.80%	129 Days	06-Jan-25	\$2,118,117.60	\$34,131.69
\$2,381,759.33	IMB	28-Aug-24	4.75%	92 Days	28-Nov-24	\$2,409,948.92	\$28,189.59
\$542,408.81	IMB	06-Jun-24	4.80%	91 Days	05-Sep-24	\$542,408.81	\$0.00
\$545,501.01	IMB	17-Jul-24	4.85%	92 Days	17-Oct-24	\$545,501.01	\$0.00
\$42,438,772.20						\$44,199,486.75	\$1,760,714.55

ON CALL INVESTMENTS							
\$3,055,767.96	CBA	Variable	4.20%	N/A	On Call A/c	\$3,160,822.78	\$105,054.82
	Movements On Call Funds		CBA				
	01-Aug-24	Interest	\$5,054.82				
	During Month	From On Call	(\$400,000.00)				
	During Month	To On Call	\$500,000.00				
	On Call - Net Change for Month		\$105,054.82				
\$3,055,767.96						\$3,160,822.78	\$105,054.82
\$45,494,540.16						\$47,360,309.53	\$1,865,769.37
I certify that the above Investments have been made in accordance with the Local Government Act, the Regulations thereunder and Council's Investment Policy.							
Signed copy held in Council records			Robert Rayner				
			Director Corporate Services				

Analysis – Opening and Closing Balances:

INVESTMENT TYPE	OPENING 1/8/24	CLOSING 31/8/24	VARIATION AUGUST
IBDs	42,438,772.2	44,199,486.75	1,760,714.55
On Call Funds	3,055,767.96	3,160,822.78	105,054.82
TOTAL	45,494,540.16	47,360,309.53	1,865,769.37

Analysis – Change During Month:

	VARIATION – AUGUST 2024
ADD – Interest Incorporated in IBDs Rolled Over	109,025.72
ADD – New IBDs	0.00
LESS – IBDs recalled	(538,736.98)
ADD – Interest from On Call Funds	6,343.79
LESS – On Call Funds recalled	(750,000.00)
ADD – Funds applied to On Call Funds	7,300,000.00
TOTAL VARIATION	6,126,632.53

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

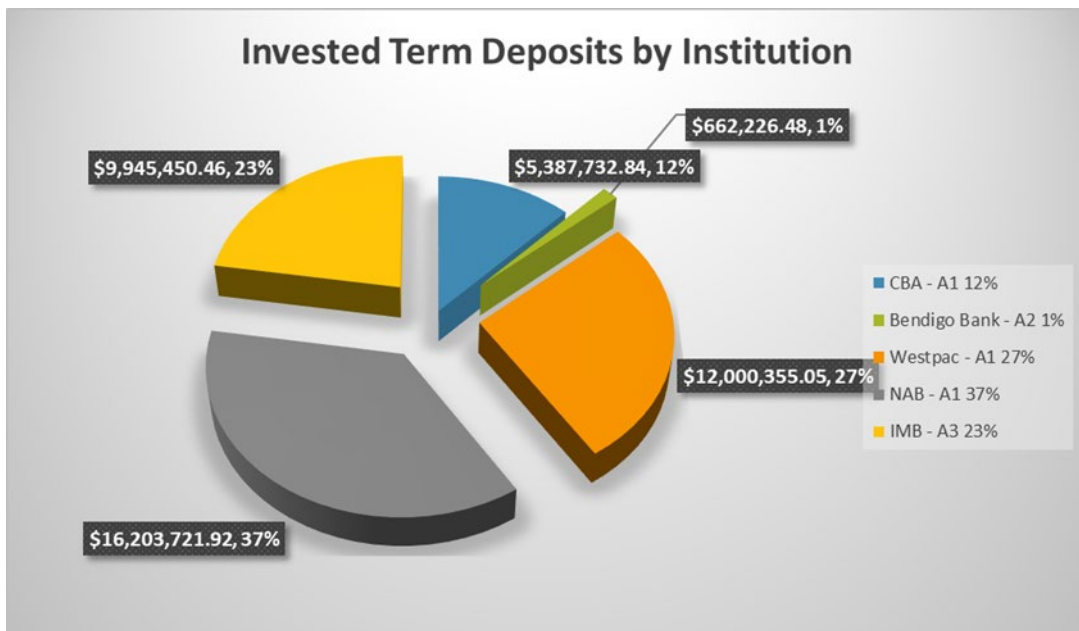
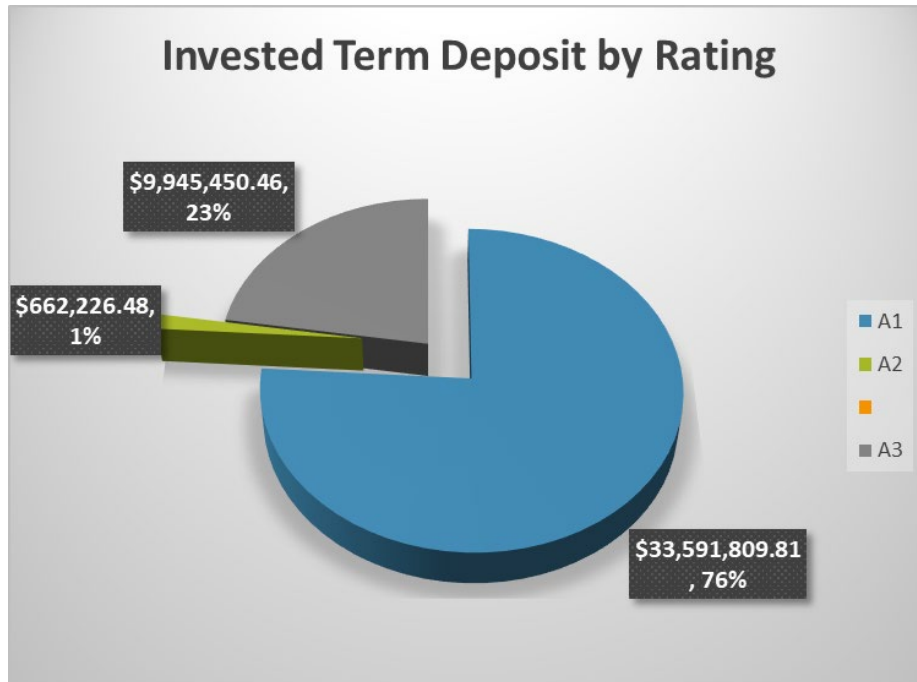
Compliance with Policy Limits:

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:

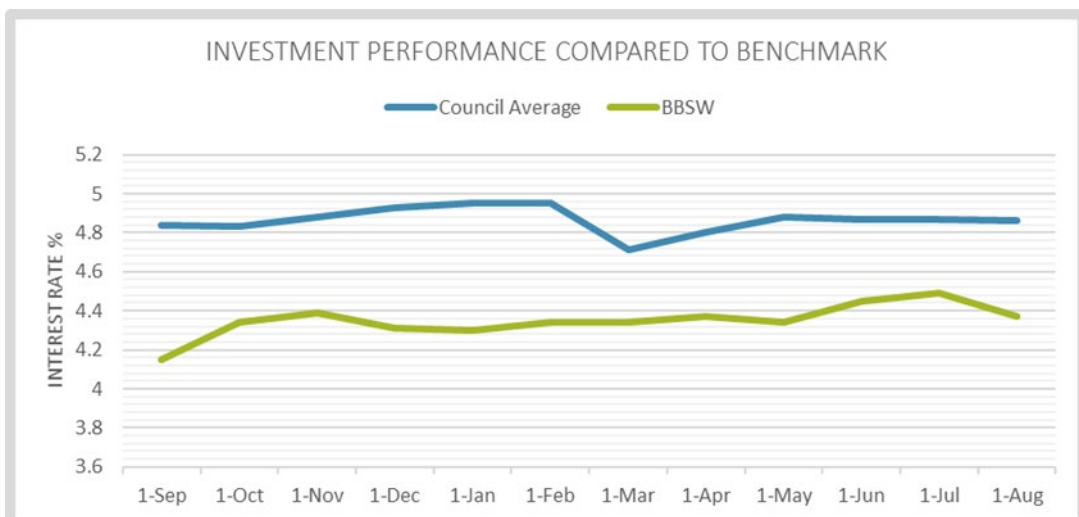
S&P LONG TERM CREDIT RATING*	S&P SHORT TERM CREDIT RATING*	PORTFOLIO MAXIMUM
AAA Category	A1 +	50%
AA Category or Major Bank** (see note below)	A1	50%
A Category	A2	30%
BBB Category	A3	30%
NSW Treasury Corp Hour Glass Facility	Unrated	30%
Unrated Authorised Deposit Taking Institution	Unrated	10%

*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 receive the investment report as at 31 August 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.

10.18 Finance Report – Statement of Bank Balances – September 2024

FM:FR

Author: Director Corporate & Community Services

Purpose: Statement of Bank Balances – September 2024

Background

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

Statement of Bank Balances as at 30 September 2024				
CASHBOOK SUMMARY				Data for September 2024
Balance As at 01/09/2024 (Consolidated Funds)				\$226,583.21
		Add For September 2024	Total for 01/07/2024 to 30/06/2025	
Rates/Water/Debtor Receipts	\$3,146,607.68	\$95,072.41	\$3,241,680.09	
Investments Recalled	\$10,818,132.46	\$1,300,000.00	\$12,118,132.46	
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	\$0.00	\$0.00	
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	\$0.00	\$329,919.00	
All Other Misc Grant Payments	\$323,760.94	\$11,857.13	\$335,618.07	
Planning Receipts	\$133,640.00	\$7,544.00	\$141,184.00	
Plant / Property Trade-Ins & Sales	\$187,875.00	\$131,742.00	\$319,617.00	
Other Receipts	\$457,261.07	\$829,442.62	\$1,286,703.69	
Sub Total Receipts	\$16,237,696.15	\$2,375,658.16	\$18,613,354.31	\$2,375,658.16
		Add For September 2024	Total for 01/07/2024 to 30/06/2025	
LESS PAYMENTS				
Wages (Net of PAYG & Other Deductions)	(\$1,252,914.65)	(\$551,265.08)	(\$1,804,179.73)	
Plant Acquisitions	(\$469,847.67)	(\$184,978.50)	(\$654,826.17)	
Invested	(\$11,000,000.00)	\$0.00	(\$11,000,000.00)	
Other Creditors Payments	(\$3,405,954.20)	(\$1,665,852.60)	(\$5,071,806.80)	
Sub Total Payments	(\$16,128,716.52)	(\$2,402,096.18)	(\$18,530,812.70)	(\$2,402,096.18)
Cashbook Balance 31/08/2024				\$200,145.19
BANK STATEMENTS				
Opening Balance 01/09/2024 (CSC's CBA Main Transaction Account)				\$246,337.25
Less Bank Payments				(\$2,251,987.34)
Plus Bank Receipts				\$2,215,648.66
Total As Per Bank Statements				\$209,998.57
Plus Unpresented Deposits				\$373.00
Less Unpresented Cheques				(\$10,226.38)
Reconciliation Cash Book Balance to Bank Statements 30/09/2024				\$200,145.19

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 September and confirm payment of accounts as summarised in the reconciliation statement totalling \$2,402,096.18.

10.19 Finance Report – Investments Schedule – September 2024

FM:FR

Author: Director Corporate & Community Services

Purpose: Schedule of Investments – September 2024

Background

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

CARRATHOOL SHIRE COUNCIL INVESTMENTS - 30 SEPTEMBER 2024							
Last Month @ 31/08/24	Financial Institution	Date Raised	Interest Rate	Duration (Days)	Maturity Date	Current Month @ 30/09/24	Change
\$552,623.46	CBA	27-Sep-24	4.84%	123 Days	28-Jan-25	\$561,431.98	\$8,808.52
\$550,399.61	CBA	20-Aug-24	4.69%	92 Days	20-Nov-24	\$550,399.61	\$0.00
\$548,722.17	CBA	27-Sep-24	4.84%	123 Days	28-Jan-25	\$557,468.50	\$8,746.33
\$500,000.00	CBA	29-Aug-24	4.72%	120 Days	27-Dec-24	\$500,000.00	\$0.00
\$553,939.28	CBA	28-Aug-24	4.69%	90 Days	26-Nov-24	\$553,939.28	\$0.00
\$1,600,000.00	CBA	30-Sep-24	4.83%	120 Days	28-Jan-25	\$1,619,027.73	\$19,027.73
\$542,439.73	CBA	09-Sep-24	4.81%	91 Days	09-Dec-24	\$548,685.96	\$6,246.23
\$539,608.59	CBA	27-Sep-24	4.84%	123 Days	28-Jan-25	\$548,209.66	\$8,601.07
\$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
\$26,526.62	Bendigo Bank	12-Apr-24	4.00%	185 Days	14-Oct-24	\$26,526.62	\$0.00
\$546,322.16	Westpac	04-Sep-24	4.91%	91 Days	04-Dec-24	\$553,069.61	\$6,747.45
\$510,466.58	Westpac	29-Jul-24	4.98%	92 Days	29-Oct-24	\$510,466.58	\$0.00
\$2,336,508.57	Westpac	30-Aug-24	4.89%	91 Days	29-Nov-24	\$2,336,508.57	\$0.00
\$500,000.00	Westpac	29-Aug-24	4.89%	92 Days	29-Nov-24	\$500,000.00	\$0.00
\$2,058,654.89	Westpac	19-Jul-24	5.02%	123 Days	19-Nov-24	\$2,058,654.89	\$0.00
\$1,600,000.00	Westpac	01-Jul-24	5.00%	92 Days	01-Oct-24	\$1,600,000.00	\$0.00
\$508,406.30	Westpac	29-Aug-24	4.89%	92 Days	29-Nov-24	\$508,406.30	\$0.00
\$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-Aug-24	4.89%	92 Days	29-Nov-24	\$528,338.34	\$0.00
\$1,074,763.78	Westpac	29-Aug-24	4.95%	183 Days	28-Feb-25	\$1,074,763.78	\$0.00
\$567,117.32	NAB	30-Jul-24	4.98%	90 Days	28-Oct-24	\$567,117.32	\$0.00
\$538,611.97	NAB	02-Sep-24	5.00%	153 Days	02-Feb-25	\$547,761.00	\$9,149.03
\$500,000.00	NAB	29-Aug-24	5.00%	153 Days	29-Jan-25	\$500,000.00	\$0.00
\$518,406.26	NAB	27-Sep-24	4.95%	122 Days	27-Jan-25	\$527,141.05	\$8,734.79
\$518,539.56	NAB	09-Sep-24	4.95%	91 Days	09-Dec-24	\$524,938.90	\$6,399.34
\$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	19-Aug-24	4.98%	90 Days	17-Nov-24	\$2,067,967.47	\$0.00
\$531,700.62	NAB	16-Sep-24	4.95%	91 Days	16-Dec-24	\$538,190.29	\$6,489.67
\$506,232.88	NAB	27-Sep-24	4.95%	122 Days	27-Jan-25	\$514,762.56	\$8,529.68
\$3,050,024.39	NAB	24-Sep-24	4.95%	122 Days	24-Jan-25	\$3,087,251.40	\$37,227.01
\$508,475.21	NAB	30-Sep-24	4.95%	122 Days	30-Jan-25	\$516,956.99	\$8,481.78
\$506,164.39	NAB	02-Sep-24	4.95%	90 Days	01-Dec-24	\$512,342.37	\$6,177.98
\$544,784.30	NAB	17-Jun-24	5.00%	122 Days	17-Oct-24	\$544,784.30	\$0.00
\$2,117,816.27	NAB	27-Aug-24	5.00%	90 Days	25-Nov-24	\$2,117,816.27	\$0.00
\$555,941.00	NAB	09-Sep-24	4.95%	91 Days	09-Dec-24	\$562,726.53	\$6,785.53
\$542,591.62	NAB	02-Sep-24	4.95%	90 Days	01-Dec-24	\$549,214.22	\$6,622.60
\$1,657,911.30	IMB	29-Aug-24	4.75%	91 Days	28-Nov-24	\$1,657,911.30	\$0.00
\$557,186.47	IMB	16-Jul-24	4.85%	92 Days	16-Oct-24	\$557,186.47	\$0.00
\$514,376.35	IMB	19-Jul-24	4.85%	91 Days	18-Oct-24	\$514,376.35	\$0.00
\$1,600,000.00	IMB	01-Jul-24	4.95%	126 Days	04-Nov-24	\$1,600,000.00	\$0.00
\$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-Aug-24	4.75%	92 Days	28-Nov-24	\$2,409,948.92	\$0.00
\$542,408.81	IMB	05-Sep-24	4.75%	90 Days	04-Dec-24	\$548,899.88	\$6,491.07
\$545,501.01	IMB	17-Jul-24	4.85%	92 Days	17-Oct-24	\$545,501.01	\$0.00
\$44,199,486.75						\$44,368,752.56	\$169,265.81

ON CALL INVESTMENTS							
\$3,160,822.78	CBA	Variable	4.20%	N/A	On Call A/c	\$1,870,693.99	(\$1,290,128.79)
Movements On Call Funds		CBA					
	01-Sep-24	Interest	\$9,871.21				
	During Month	From On Call	(\$1,300,000.00)				
	During Month	To On Call	\$0.00				
	On Call - Net Change for Month		(\$1,290,128.79)				
\$3,160,822.78						\$1,870,693.99	(\$1,290,128.79)
\$47,360,309.53						\$46,239,446.55	(\$1,120,862.98)
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 1/9/24	CLOSING 30/9/24	VARIATION SEPT
IBDs	44,199,486.75	44,368,752.56	169,265.81
On Call Funds	3,160,822.78	1,870,693.99	(\$1,290,128.79)
TOTAL	47,360,309.53	46,239,446.55	(\$1,120,862.98)

Analysis – Change During Month:

	VARIATION – SEPT 2024
ADD – Interest Incorporated in IBDs Rolled Over	169,265.81
ADD – New IBDs	0
LESS – IBDs recalled	0
ADD – Interest from On Call Funds	9,871.21
LESS – On Call Funds recalled	(1,300,000.00)
ADD – Funds applied to On Call Funds	0
TOTAL VARIATION	(1,120,862.98)

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

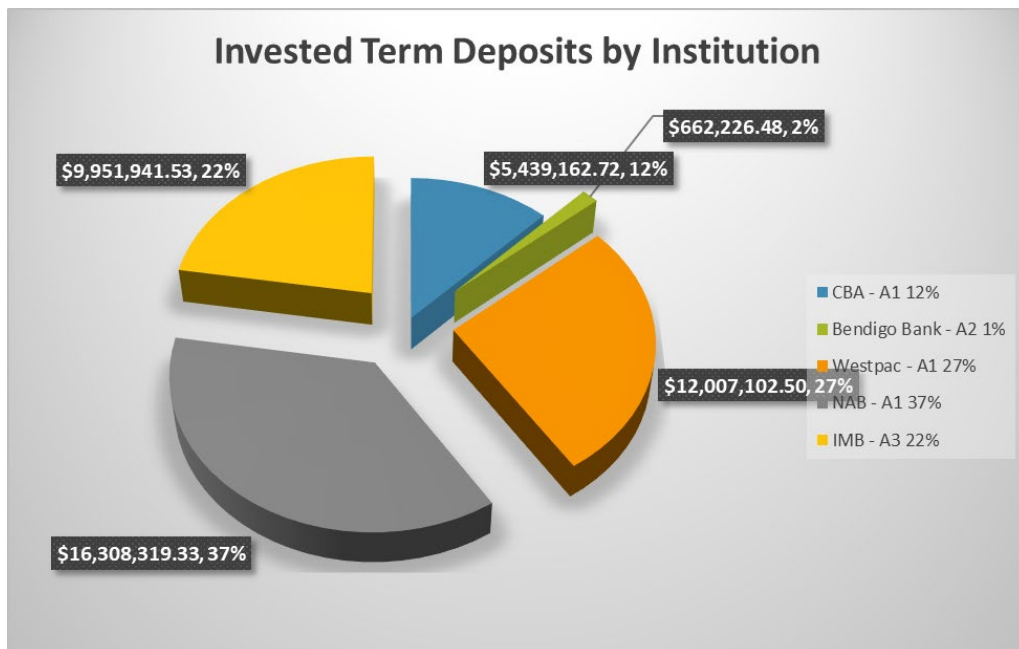
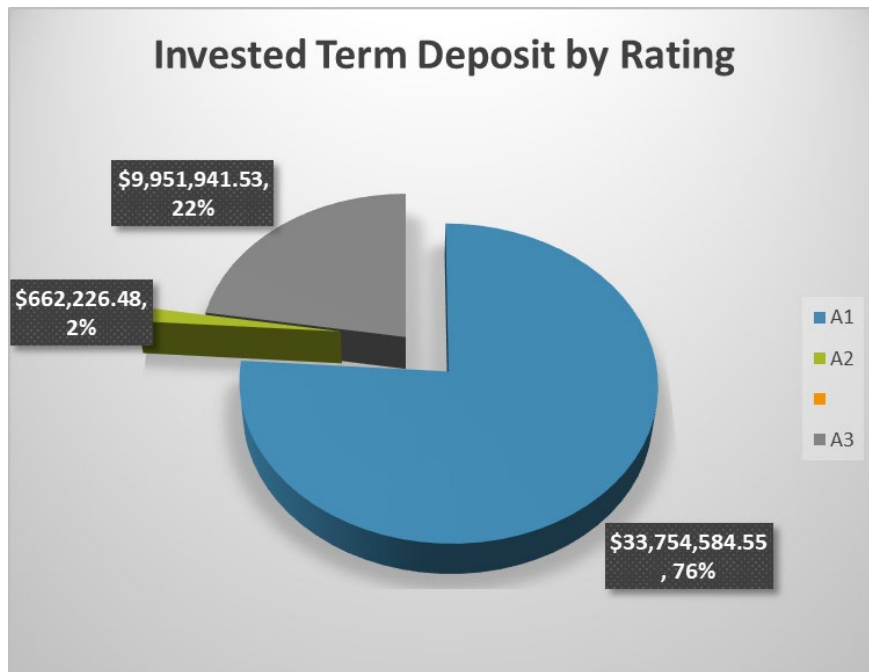
Compliance with Policy Limits:

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:

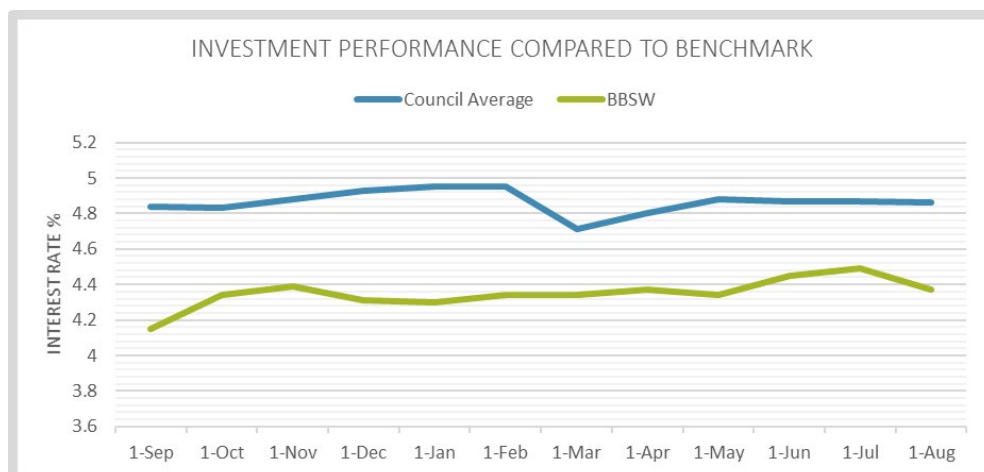
S&P LONG TERM CREDIT RATING*	S&P SHORT TERM CREDIT RATING*	PORTFOLIO MAXIMUM
AAA Category	A1 +	50%
AA Category or Major Bank** (see note below)	A1	50%
A Category	A2	30%
BBB Category	A3	30%
NSW Treasury Corp Hour Glass Facility	Unrated	30%
Unrated Authorised Deposit Taking Institution	Unrated	10%

*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 receive the investment report as at 30 September 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.

10.20 Financial Assistance Grant

GS:PRO:FAG

Author: Director Corporate & Community Services

Purpose: To provide information from the Grants Commission on the Financial Assistance Grant for the 2024/25 financial year

Separately Circulated: [Financial Assistance Grants Fact Sheet 2024/25](#)

Background

Local government financial assistance grants are paid to local councils to help deliver services to our communities. The funds are paid annually by the Australian government. Councils are free to use these funds at their discretion and are accountable to the community.

Council received approximately 85% of the 2024/25 grant in advance. Funds totalling \$7,277,052 were received on Friday 28 June 2024.

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

<i>COMPONENT</i>	<i>2023/24</i> \$	<i>2024/25</i> \$	<i>VARIATION</i> %
General Purpose	5,320,845	5,505,343	+3.47
Local Roads	3,043,940	3,091,385	+1.56
TOTAL FAG GRANT	8,364,785	8,596,728	+2.77

Council provided the following votes in the 2024/25 Operational Plan:

- General purpose component \$5,400,000
- Local roads component \$3,150,000

Therefore, there is an increase against the budgeted income of \$105,343 for the general purpose component and a decrease of \$58,615 for the local roads component. This provides an overall increase of \$46,728 against original budget estimates. It is proposed that the local roads maintenance budget be reduced by \$58,615 initially and that expenses be monitored at each quarterly budget review. It is proposed that the general component increase of \$105,343 be transferred to the development reserve.

Financial Implications

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

Statutory Implications

Nil

Policy Implications

Nil

Risk Implications

Nil

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

Recommendation:

That Council:

1. note the overall increase in the Financial Assistance Grant of \$46,728 for 2024/25 against the original budget estimate.
2. reduce the local roads maintenance budget by \$58,615 and transfer the amount of \$105,343 to the development reserve.

10.21 Outstanding Rates and Sundry Debtors

RCV:NOT:REP

Author: Director Corporate and Community Services

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

Background

This report provides an update on rates, annual charges, user charges and debtor arrears as at 30 June 2024.

The Office of Local Government issued guidelines during the COVID pandemic which limited the ability of Council to undertake debt recovery in recent years. The effects of the suspension of debt collection during COVID has meant that Council's *Rates & Outstanding Charges Percentage* ratio has varied between 9.88% (2020/21), 9.77% (2021/22) and 10.23% (2022/23). The benchmark defined in the Local Government Code of Accounting Practice and Financial Reporting is 10% for regional/rural councils. The *Rates & Outstanding Charge Percentage* ratio determined in the draft 2023/24 annual financial statements is 7.48% which is a substantial improvement.

Council addresses hardship requests on a case-by-case basis in accordance with both the Debt Management and Financial Hardship policies. Rates are a major source of Council revenue and there is an expectation by the community that all ratepayers should meet their obligations. Where referral to external debt recovery is required, any associated costs are on-charged to the relevant customer.

The following tables show debt levels in rates and sundry debtors for the 2023/24 financial year together with comparative figures for the 2022/23 financial year.

RATES 2022/23		RATES 2023/24		
Fund	Outstanding \$	Fund	Outstanding \$	Variation
General	289,199.92	General	235,520.09	(53,679.83)
Water	185,170.16	Water	134,271.15	(50,899.01)
Sewerage	95,068.67	Sewerage	84,400.90	(10,667.77)
Sullage	3,453.04	Sullage	3,919.39	466.35
Garbage	28,552.20	Garbage	25,270.63	(3,281.57)
Tipping Charges	81,340.31	Tipping Charges	58,858.62	(22,481.69)
Water Consumption	169,632.71	Water Consumption	325,994.88	156,362.17
Legal Fees	60,576.57	Legal Fees	34,620.93	(25,955.64)
Total	912,993.58	Total	902,856.59	(10,136.99)

DEBTORS 2022/23		DEBTORS 2023/24		
Debtor Type	Outstanding \$	Debtor Type	Outstanding \$	Variation
Other/Govt	58,098.64	Other/Govt	218,044.78	159,946.14
Private	137,334.19	Private	179,682.28	42,348.09
Total	195,432.83	Total	397,727.06	202,294.23

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

Financial implications

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

Statutory implications (Governance including Legal)

Local Government Act 1993

Policy implications

Council Policy 145 – Debt Management

Council Policy 100 – Financial Hardship

Risk implications

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

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

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

Recommendation:

That Council:

- 1. note the report on outstanding rates and sundry debtors.**
- 2. Review arrangements and increase recovery action on accounts outstanding not on arrangements.**

10.22 Councillor Expenses and Facilities Report

GOV:COU:BPEF

Author: Director Corporate and Community Services

Purpose: To report on councillor expenses and facilities for the year ended 30 June 2024.

Background

Council Policy 82 - Councillor Expenses & Facilities Policy requires that a detailed report on the provision of expenses and facilities to councillors be tabled at a council meeting and published in full on Council's website every six months. The report is to include expenditure summarised by councillor together with whole of council totals.

Issues

The information provided below is for the 2023/24 financial year and will appear in Council's annual report. The annual report will be published on Council's website. The details are as follows:

<i>COUNCILLOR</i>	<i>MEMBERS FEES</i>	<i>MAYORAL ALLOWANCE</i>	<i>TRAVEL ALLOWANCE</i>	<i>TRAINING EXPENSES</i>
Darryl Jardine	\$12,650.04	\$27,650.04	\$1,605.80	0
Bev Furner	\$12,745.04		\$415.25	0
Mick Armstrong	\$12,650.04		\$570.00	0
Leon Cashmere	\$12,650.04		\$544.25	0
David Fensom	\$12,849.54		\$609.80	0
Bill Kite	\$12,650.04		\$1,775.00	0
Damon Liddicoat	\$12,650.04		\$223.50	0
Heather Lyall	\$12,650.04		\$656.50	0
Geoff Peters	\$12,650.04		\$606.10	0
Julie Potter	\$12,650.04		\$475.00	0
TOTAL	\$126,794.90	\$27,650.04	\$7,481.20	\$0

Councillor expenses for conferences, seminars and meetings totalled \$6,631.09

All councillors are provided with an Apple iPad and have access to the facilities in a common room.

The Mayor also has access to a furnished office.

Financial implications

All expenditure was within the allocated budget funding.

Statutory implications (Governance including Legal)

Nil

Policy implications

In accordance with the Policy 82 - Councillor Expenses and Facilities.

Risk implications

Nil

Community Strategic Plan

Goal 5 – Civic Leadership and Governance

Recommendation:

That Council note the report on Councillors Expenses and Facilities and that it will appear in the annual report for 2023/24.

10.23 Pecuniary Interest Returns

GOV:COU:PEC

Author: Director Corporate & Community Services

Purpose: To table completed pecuniary interest returns in compliance with s440AAB, *Local Government Act 1993*.

Background

Section 440 *Local Government Act 1993*, prescribes that Council have a Model Code of Conduct. Under this section and as part of Council's Model Code of Conduct, designated persons are required to complete and lodge disclosures of their pecuniary interests with the General Manager. Annual returns are required to be lodged prior to 30 September each year.

The Model Code of Conduct (in summary) states that:

A councillor or designated officer must make and lodge with the General Manager, a return disclosing the councillor's or designated officer's interests as specified within 3 months after:

- a) Becoming a councillor or designated officer, and*
- b) 30 June of each year, and*
- c) The councillor or designated officer becoming aware of an interest they are required to disclose that has not been previously disclosed in a return lodged under paragraphs a) or b).*

Council's current policy identifies the following staff positions as designated officers:

General Manager
Director Corporate & Community Services
Director Infrastructure Services

All Councillors and designated officers have completed the pecuniary interest return for the period 1 July 2023 to 30 June 2024.

A folder containing the returns has been tabled and is available for viewing.

New councillors are required to lodge a return within three months of being declared elected. Their return is designated "as at" and not for the previous 12 month period.

The returns are considered open access information in accordance with the *Government Information (Public Access) Act 2009*. It is mandatory for Council to make this information publicly available unless there is an overriding public interest against disclosure of the information (section 6).

The *GIPA Act 2009* prescribes that open access information is to be made publicly available free of charge on a relevant website (unless to do so would impose unreasonable additional costs on Council) and can be made publicly available in any other way that Council considers appropriate. It should be noted that the term *relevant website* refers to a website maintained by Council.

Issues

Nil

Financial implications

Nil

Statutory implications (Governance including Legal)

Local Government Act 1993 s440 AAB

Government Information (Public Access) Act 2009 s6

Policy implications

Council Policy 21 - Designated Officers' Pecuniary Interest Provisions

Model Code of Conduct 2020.

Risk implications

If pecuniary interest returns are not completed correctly, councillors and designated officers may be held accountable and be subject to disciplinary actions.

Community Strategic Plan

Goal 5 – Civic Leadership & Governance

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

Recommendation:

That:

- 1. Councillors note the tabling of the pecuniary interest returns for the period 1 July 2023 to 30 June 2024.**
- 2. newly elected councillors note they are required to lodge a return within three months for interests “as at” 1 October 2024.**

10.24 Draft Annual Financial Statements (AFS)

FM:AUD:REP

Author: Director Corporate & Community Services

Purpose: Overview of Annual Financial Statements for 2023/24

Separately Circulated: [Principal documents of the draft annual financial statements for 2023/24](#)

Background

Council are required to complete a report on the results of Council's annual financial statements (AFS) for 2023/24. Draft annual financial statements have been completed and the audit process is well underway due to the timing of the local government elections and declaration of polls.

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

1. *A Council must prepare financial reports for each year, and must refer them for audit as soon as practicable (having regard to the requirements of section 416 (1) after the end of that year.*

Note: *Under section 416 (1), a Council's financial reports for a year must be prepared and audited within four (4) months after the end of the year concerned and under section 428 (2)(a) the audited financial reports must be included in the Council's Annual Report.*

2. *A Council's financial report must include:*
 - *a general purpose financial report, and*
 - *any other matters prescribed by the regulations, and*
 - *a statement in the approved form by Council as to its opinion on the general purpose financial report*
3. *The general purpose financial report must be prepared in accordance with the Act and the Regulation and the requirements of:*
 - *the publications issued by the Australian Accounting Standards Board, as in force for the time being, subject to the regulations, and*
 - *such other standards as may be prescribed by the regulations.*

The external audit commenced on Monday 2 September.

The documents from the draft AFS are provided as attachments to this report and these will provide a "consolidated" global summary, including water and sewer, for 2023/24:

Consolidated General Purpose Statements (All Funds)

Income / Expenditure Statement;

Statement of Financial Position;

Statement of Changes in Equity;

Statement of Cash Flows;

Water & Sewer Special Purpose Financial Statements

A summary of the financial statements is provided on the following page. A presentation analysing the financial result for 2023/24 will, as in prior years, be provided by the external auditor to the November meeting of Council. In the meantime, senior staff will be able to provide a verbal analysis during the October meeting.

	2024 \$ '000	2023 \$ '000
Income Statement		
Total income from continuing operations	39,141	36,782
Total expenses from continuing operations	25,383	24,317
Operating result from continuing operations	13,758	12,465
Net operating result for the year	13,758	12,465
Net operating result before grants and contributions provided for capital purposes	7,717	8,876
Statement of Financial Position		
Total current assets	50,059	42,640
Total current liabilities	(5,170)	(6,484)
Total non-current assets	293,820	274,083
Total non-current liabilities	(5,057)	(5,253)
Total equity	333,652	304,986
Other financial information		
Unrestricted current ratio (times)	17.48	10.59
Operating performance ratio (%)	23.14%	26.35%
Debt service cover ratio (times)	29.81	31.25
Rates and annual charges outstanding ratio (%)	7.48%	10.23%
Infrastructure renewals ratio (%)	0.00%	105.82%
Own source operating revenue ratio (%)	33.12%	32.10%

Financial implications

Council budgeted \$42,000 for the 2023/24 external audit.

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

Statutory implications (Governance including Legal)

Local Government Act 1993

Australian Accounting Standards and Professional Pronouncements

Local Government Code of Accounting Practice and Financial Reporting

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Goal 5 – Civic Leadership & Governance

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

Recommendation: preliminary

That Council:

- 1. formally refer the 2023/24 draft annual financial statements for audit.**
- 2. the Statement of Councillors and Management be signed in accordance with sections 413 (1), (2) and (3) *Local Government Act 1993*.**

10.25 Rural Fire Service Levy

ES:ACES

Author: Director Corporate & Community Services

Purpose: To provide an update on the Rural Fire Service Levy (RFSL).

Attachment: Letter from the NSW Rural Fire Service Commissioner

Background

Council have been advised that the NSW Rural Fire Service (RFS) funding target will be reduced slightly this year to \$540.707 million for the 2024/25 financial year. This will maintain Council's contribution towards the RFSL at approximately the same level as last year, due to the usual cost sharing arrangements, with local councils paying 11.7% of the total funding.

The Commissioner's letter also outlines additional information, together with the RFS's achievements over the last 12 months. It also indicates that \$1,646,178 has been allocated in Council's budget to replace 6 appliances. An allocation of \$910,000 has also been made for a new RFS Station at Rankins Springs.

Council's contribution last financial year (2023/2024) to the RFSL, was \$295,761. This year Council's contribution is \$291,008 a reduction of \$4,753.

Council's maintenance and repairs budget as advised by the RFS has been set at \$152,436, for 2024/25, this RFS budget last financial year was \$148,985. Council's budget estimate for 2024/25 is \$240,000. This was set based on last financial year's actuals.

Issues

Despite numerous requests to the RFS for timelier budget information, Council only receives formal advice from the RFS regarding their budget requirements for the new financial year, in September this year which is earlier than the normal December but still three months after Council's budget has been adopted.

The NSW Office of State Revenue provides an invoice in September each year which gives Council an amount for payment, and an idea what the RFSL is before any advice is received from the RFS.

This makes budgeting difficult with worse case scenarios usually applied in the budgeting process. This financial year the budget allocated for the RFSL was \$311,000.

Financial implications

This financial year the RFSL will total \$291,008. Council's budgeted amount for the RFSL was \$311,000, and this budget will be adjusted down as part of the first quarterly budget review.

Statutory implications (Governance including Legal)

Nil

Policy implications

Nil

Risk implications

Council will continue to have budget variations, whilst the RFS continue to provide delayed budgetary information.

Community Strategic Plan

Goal 5 Civic Leadership and Governance

Recommendation:

That Council note the report on the Rural Fire Service Levy.



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Mr Rick Warren
Carrathool Shire Council
9 - 11 Cobram Street
Goolgowi NSW 2652

20/09/2024

Dear Mr Rick Warren

2024-25 ALLOCATIONS – NSW RURAL FIRE FIGHTING FUND

The Minister for Emergency Services, Hon. Jihad Dib MP, has approved allocations for the 2024-25 Rural Fire Fighting Fund (RFFF), which supports the volunteer rural fire brigades that protect your local community.

Following amendments to the *Rural Fires Act 1997* in 2017, relevant councils' statutory contributions to the RFFF is now determined by reference to the 'rural fire brigade funding target' defined in section 103 of the Act. For 2024-25, the funding target is \$540.707 million.

Like councils, the RFS has not been immune from extensive cost increases driven by a range of factors in recent years, including COVID-19, supply chain difficulties and price escalation, inflation and heightened global competition for aerial firefighting resources. The RFS is facing increases in the order of 38 to 48 per cent in the cost of aircraft contracts and unprecedented increases of up to 40 per cent in construction industry costs.

While the Service continues to deliver existing and new programs, there are no significant changes to the funding target for 2024-25, nor subsequently to the emergency Services Levy relating to RFS activities.

The RFS has continued to demonstrate its commitment to community service, versatility and wide-ranging skill and expertise in the past year. Our firefighters attended 1,791 formal training courses and responded to 34,432 incidents last financial year including 9,596 bush/grass fires. The fire season started with major fire activity from the north of the state to the south before a reprieve brought by rain in late December. Our crews also attended more than 1,500 structure fires, responded to over 7,500 motor vehicle accidents and fires, supported 93 flood incidents and activated in response to 38 search and rescue taskings.

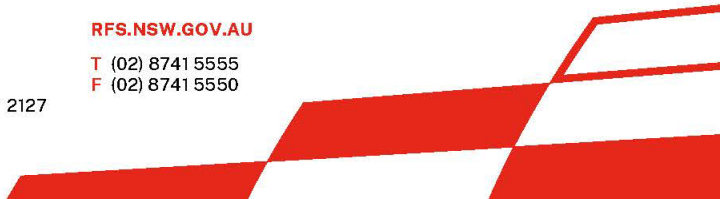
As they so capably demonstrated during the record flooding, pandemic and serious biosecurity hazards in recent years, this workload continues to illustrate the reliable, experienced and professional service our members provide to communities across NSW.

The RFS in continuing to work with our partners, including councils and land managers, to reduce your local bush fire risk and support our members to assist and protect your community during bush fires and other natural disasters and emergencies. This work includes:

POSTAL ADDRESS
OFFICIAL
NSW Rural Fire Service
Locked Bag 17
GRANVILLE NSW 2142

STREET ADDRESS
NSW Rural Fire Service
4 Murray Rose Ave
SYDNEY OLYMPIC PARK NSW 2127

RFS.NSW.GOV.AU
T (02) 8741 5555
F (02) 8741 5550



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- The RFS is working with every Bush Fire Management Committee (BFMC) across the state to develop a next generation Bush Fire Risk Management Plan. These strategic documents use sophisticated risk modelling to underpin bush fire risk-based decisions and identify particular areas for focus. The new plans also provide the community with the opportunity to identify local assets the public values and wants protected and then to review the planned treatments, including hazard reduction burns, manual clearing and community engagement to mitigate the risk to life and property of the next five years. Annual mitigation works programs are prepared to implement the treatments identified in the plans.
- Delivery of the Guardian Phase 2 project is well under way. This enhanced online system will support informed decision making and improved compliance, risk management, risk mitigation planning and engagement with volunteers and the public. This phase of the project is delivering three enhanced modules on the existing Guardian Noggin OCA platform and introducing fire additional modules through a Guardian ServiceNow platform. This includes streamlining the process involved in subsidised funding for hazard reduction activities.
- The roll-out of improved technology in RFS appliances also is continuing. In a significant upgrade, more than 5,000 RFS operational vehicles will now be equipped with Vehicle as a Node (VaaN) technology in a three-year \$69 million project to ensure personnel can communicate during a disaster in even the most remote locations or if communications systems go down. Starlink satellite technology will enable the use of radios, mobile phones and other handheld devices, providing an important back up to communications systems and location-finding technology already in use. It will also give crews the capability to live stream video of fires from anywhere in the state, providing command centres with the latest intelligence about an incident.
- This project complements the installation of Mobile Data Terminals (MDT) in operational vehicles across the fleet. MDTs enable more effective dispatch of crews to emergencies and improve their situational awareness and in-field communication and intelligence. This technology has now gone live in 11 Districts, with eight more to be completed by December 2024.

2024-25 Allocations

As you would be aware, Revenue NSW provides each council with an Annual Assessment Notice identifying the amount of its statutory contribution.

The key allocations to be provided to your council, including Infrastructure projects, firefighting appliances and equipment and support payments, in 2024-25 are detailed below.

- *Infrastructure Projects:*

All councils are encouraged to claim costs as infrastructure works progress rather than waiting to lodge a larger claim at the end of the financial year or project. This will assist councils in recouping their costs and minimise the need to seek carry over approvals.

Project Name	Value
Rankin Springs - Cat 2A	\$910,000.00
Subtotal: Infrastructure Projects	\$910,000.00

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Note: These allocations do not include any carry over funds from previous financial years, only the funds which are being allocated to you for this financial year. If you require any clarification, please contact your local District office.

- *Appliances*

Type	Brigade Name	Value
Appliance - CAT 7 SC	Melbergen / Monia Gap	\$274,363.00
Appliance - CAT 7 SC	Goolgowi	\$274,363.00
Appliance - CAT 7 SC	Yoolaroi	\$274,363.00
Appliance - CAT 7 SC	Carrathool Town	\$274,363.00
Appliance - CAT 7 SC	Conapaira West	\$274,363.00
Appliance - CAT 7 SC	Roto	\$274,363.00
Replaced Appliance - CAT 7 (BF08438)	Melbergen / Monia Gap	\$0.00
Replaced Appliance - CAT 7 (BF08733)	Goolgowi	\$0.00
Replaced Appliance - CAT 7 (BF08162)	Yoolaroi	\$0.00
Replaced Appliance - CAT 7 (BF08565)	Carrathool Town	\$0.00
Replaced Appliance - CAT 7 (BF08957)	Conapaira West	\$0.00
Replaced Appliance - CAT 7 (BF08184)	Roto	\$0.00
Subtotal: Appliances		\$1,646,178.00

- *Equipment*

Fire Fighting Equipment	\$18,000.00
Personal Protective Clothing	\$18,735.00
Subtotal: Equipment	\$36,735.00

- *Maintenance and Repairs*

The Maintenance and Repairs support payments for each council have been increased for 2024-25. The RFS will seek to make payments to council for the Maintenance and Repairs grant towards the end of 2025, provided council has made all Rural Fire Fighting Fund contributions due to the Office of State Revenue at that time.

The Maintenance and Repair payments support councils in meeting their requirements for the costs of maintaining appliances and other vehicles (not the White Fleet), stations and Fire Control Centres, utilities and other miscellaneous costs.

Subtotal: Maintenance and Repairs	\$152,436.29
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Your attention to completing and claiming reimbursement for the outlined infrastructure and any approved hazard reduction works during the 2024-25 year is requested. It should be noted that there is no guarantee that unclaimed funds will be carried forward, particularly relating to hazard reduction works.

Councils will continue to receive ongoing additional support to volunteers including:

- *Training and Volunteer Support*

Costs associated with volunteer relations, including the cadets program, Work Health and Safety programs for volunteers, Critical Incident Support, Chaplaincy, learning and development, volunteer training and competency.

- *Fire Mitigation Works*

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Bush fire mitigation works, including the Mitigation Crews that operate across Local Government Areas, completing mitigation works, fire trail and hazard management works.

– *Insurances*

Volunteer workers compensation insurance and other insurances (excluding red fleet insurance, which is covered by the Treasury Managed Fund).

– *Radio Communications*

Costs associated with communication assets, the Private Mobile Radio network, the paging network and the Government Radio Network.

– *Emergency Fund*

Costs associated with responding to bush fire emergencies, including out of area assistance.

– *Aviation and Other Operational Support*

Provision of the State Air Desk and aviation resources for emergency events, training and support of volunteers in aircraft operations and other operational support services such as Neighbourhood Safer Places, Rapid Aerial Response Teams and vulnerable communities support.

– *Engineering and Other Infrastructure*

Design and development of mobile infrastructure, including tankers, other vehicles and firefighting equipment. Development of designs and standards for the construction of brigade stations and fire control centres.

– *Communications and Public Awareness*

Management of community bush fire safety awareness campaigns, emergency messaging during emergency events and other media and corporate communications.

I would also like to take this opportunity to draw your attention to the RFS Benevolent Fund. This is a stand-alone charity that supports volunteer fire fighters and their families in times of hardship. If you are aware of volunteers who would qualify for this type of assistance, further information can be found at this address <https://www.rfsbenevolentfund.org.au/>

If you have any questions or would like further information, please contact Mr Myles Foley, Director, Finance and Procurement on (02) 8741 5523 or at myles.foley@rfs.nsw.gov.au

Yours sincerely



Rob Rogers AFSM
Commissioner

cc: General Manager
RFS Area Director
RFS Area Commander
RFS District Manager

10.26 Community Development Officer Report – September 2024

ED:TOU:TEP

Author: Community Development Officer

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

Background**School Holiday Scavenger Hunts**

As part of the spring school holidays Council organised and hosted 3 scavenger hunts. The hunts in Rankins Springs and Goolgowi were a great success with 30 kids attending across both days. The Hillston hunt is being held next Wednesday 9 October.

Australia Day Awards

Nominations for the 2024 Australia Day Awards to be presented at the 2025 event will open on 23 October 2024. The categories for the awards are:

- Citizen of the Year (18 years +)
- Young Citizen of the Year (Under 18)
- Sportsperson of the Year
- Junior Sportsperson (12-18 Years)
- Junior Sportsperson (5-12 Years)
- Community Event of the Year
- Community Group of the Year

Nomination forms will be available from Council's website and offices and information will be provided to email contacts and advertised in the local newspaper. The nominations will close on Wednesday 4 December for consideration at the December meeting of Council.

National Australia Day Council Grant

An application has been submitted for an evening event in Hillston for Australia Day 2025. The event will consist of live music and a BBQ provided by a local community group. The event will be free to attend and transport options are being explored.

School Holiday Break Program

Council has submitted a grant application for activities in the Summer 2024 and Autumn 2025 school holidays. The proposed events include a pool party, boxing fitness classes, pottery classes, tennis coaching and a disco. These events will be held in varying towns and villages throughout the shire.

Growing Regions Program

A grant application is being prepared for submission to the Growing Regions Program for the Hillston Arid Zone Botanic Garden project. The Growing Regions Program offers funding of up to 70% of eligible project costs and Council have currently committed \$190,000 to the project.

Destination EV Charging Grants

Council have received notification that we have been successful with grant funding for the installation of EV chargers at the Goolgowi Caravan Park and Hillston Library sites. We are currently waiting on confirmation of an installation date.

Lake Woorabinda Festival 2025

Council were successful in securing \$2,000 from South West Arts C.A.S.P grant funding towards live music performances for the festival.

An application has now been submitted to the Festivals Australia program to fund an arts workshop as part of the 2025 festival. We have spoken with Indigenous artist Carolyn Williams from Griffith to facilitate the workshops.

Council will continue to apply for further grant opportunities.

The Riverina (Visit Riverina)

Council is a member of The Riverina regional tourism group. Visit Riverina will once again be attending the Canberra Caravan and Camping Show from 25-27 October and Carrathool Shire Officers will be attending to assist.

Grant Applications

- South West Arts CASP, Lake Woorabinda Festival – Successful
- Destination EV Charging Grants – Successful
- TfNSW, New School Bus Stop Shelter, Goolgowi – Pending
- Create NSW, Swimming Pool Murals – Pending
- Festivals Australia, Lake Woorabinda Arts Workshop – Pending
- Australia Day Council, Hillston Live Music Event – Pending
- Growing Regions Program, Hillston Arid Zone Botanic Garden - Pending
- Women’s Week 2025 EOI - Unsuccessful

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 October 2024.

11. Committee Reports

Nil

12. Closed Council Reports

12.1 Plant Update – Tender 2024-001 Plant Number 3525

TND2024-001

Author: Manager Fleet & Town Services

Purpose: Plant Replacement Report for September 2024.

Background

Council is asked to consider this report Plant Update – Tender 2024-001 Plant number 3525 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 Plant Update – Plant Number 2578

PES:AD:PLD

Author: Manager Fleet & Town Services

Purpose: Plant Replacement Report for September 2024.

Background

Council is asked to consider this report Plant Update – Plant number 2578 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 Plant Update – Plant Number 3050

PES:AD:PLD

Author: Manager Fleet & Town Services

Purpose: Plant Replacement Report for September 2024.

Background

Council is asked to consider this report Plant Update – Plant number 3050 in Closed Council under the provisions of section 10A (c) of the *Local Government Act 1993*.

Financial implications

Nil

Statutory implications (Governance including Legal)

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

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

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

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

12.4 Planning Proposals- Merriwagga and Rankins Springs – Update

LUP:PLN:LEP

Author: Manager Building and Regulatory Services

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

Background

Council is asked to consider this report Planning Proposals for Merriwagga and Rankins Springs in Closed Council under the provisions of section 10A(c) of the *Local Government Act 1993*.

Financial implications

Nil

Statutory implications (Governance including Legal)

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

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

Policy implications

Nil

Risk implications

Nil

Community Strategic Plan

Nil

Recommendation:

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

13. Next Meeting

The next **Ordinary Meeting** of Council will be held at the **Hillston District Office** on **19 November 2024** commencing at **10.00 am**.