

**Meeting commenced at 3.00pm.**

**BUSINESS:**

- 1) Apologies
- 2) a. Confirmation of Minutes of the Meeting held 16<sup>th</sup> July, 2020.  
b. Matters arising out of Minutes. (Not elsewhere reported)
- 3) Correspondence
  - a. Agenda A (Information Only)
  - b. Agenda B
- 4) General Manager's Report
  - 4.1 General Manager's Report
  - 4.2 Executive Manager, Corporate & Community Services' Report
  - 4.3 Executive Manager, Engineering & Technical Services' Report
  - 4.4 Executive Manager, Development & Environmental Services' Report
- 5) Recommendations of a Committee of a Whole Meeting held 20<sup>th</sup> August, 2020.
- 6) Reports: Delegates/Mayor/Councillors

**PRESENT:** Clr John Seymour, Clr David McCann, Clr Jeremy Crocker, Clr Kathy Maslin, Clr Colin McKinnon, Clr Alan White, Clr Bruce Hutcheon, Clr Kerrilee Logan and Clr Steven Jones.

**STAFF:** Tony Donoghue, General Manager;  
Courtney Armstrong, Executive Manager, Corporate & Community Services;  
Tony Kelly, Executive Manager, Engineering & Technical Services;  
Colby Farmer, Executive Manager, Development & Environmental Services.

**APOLOGIES:** Nil

**1) APOLOGIES**

There were no apologies.

**2a) CONFIRMATION OF MINUTES OF THE MEETING HELD 16<sup>TH</sup> JULY, 2020.**

RESOLVED on the motion of Clr McCann and seconded by Clr Hutcheon that the Minutes of the Meeting held 16<sup>th</sup> July, 2020 as circulated be confirmed and adopted. 141/08/2020

**2b) MATTERS ARISING OUT OF THE MINUTES**

There were no matters arising out of the Minutes.

**3) CORRESPONDENCE**

**AGENDA A (FOR INFORMATION ONLY)**

**1a) ACTIVITY REPORTS**

General Manager's Note

➔ The below reports are operating reports only for use by Senior Staff. They are submitted to Council as part of Agenda A for information only.

- 1) Operating Statistics of the Coolamon Shire Library for July 2020.  
Attachment No. 1.1
- 2) Community Development Officer's Report for July 2020.  
Attachment No. 1.2
- 3) Tourism and Business Development Officer's Report for July 2020.  
Attachment No. 1.3
- 4) Road Safety Officer's Activity Report for July 2020.  
Attachment No. 1.4

**2a) INFORMATION PAPERS**

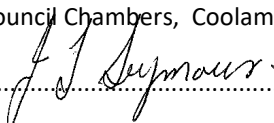
➔ The following papers have been **distributed** with Council's supplementary material as being matters of information/interest to Councillors. If Councillors desire any further information on the matters distributed, then that can be raised with the General Manager.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 20<sup>TH</sup> AUGUST, 2020.

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- 2.1) Minutes of the AGM of the Advance Marrar Committee Meeting held 29<sup>th</sup> July, 2020. [Attachment No. 2.1](#)
- 2.2) Minutes of the Advance Ganmain Committee Meeting held 5<sup>th</sup> August, 2020. [Attachment No. 2.2](#)
- 2.3) Minutes of the Ardlethan Show Society and Ardlethan Showground Management Committee Meeting held 9<sup>th</sup> August, 2020. [Attachment No. 2.3](#)

**RESOLVED on the motion of Clr White and seconded by Clr Crocker that the Correspondence listed in Agenda A be received and adopted.** [142/08/2020](#)

..... MAYOR

.....GENERAL MANAGER.

## 4) GENERAL MANAGER'S REPORT

### 4.1 GENERAL MANAGER REPORTS

#### GM1) RECOGNITION OF SERVICE AWARDS (S.09-01, SC550)

Council has previously adopted the Recognition of Service Policy that identifies and rewards the importance to Council of long serving Councillors and staff.

The following staff member qualifies for this award:

Clarrie Hilton – 30 years

Tony Kelly – 20 years

Rod McGill – 20 years

The employees will be presented with a gift voucher and framed Certificate in recognition of their continuous service to Council. This presentation will be made at the Council Meeting at approximately 3.30pm, where the Award recipients will then join with Councillors and staff for afternoon tea.

#### Recommendation

That the Seal of Council be affixed to the Recognition of Service Certificates for Clarence Hilton, Anthony Kelly and Rodney McGill

**RESOLVED on the motion of Clr Hutcheon and seconded by Clr Crocker that the Seal of Council be affixed to the Recognition of Service Certificates for Clarence Hilton, Anthony Kelly and Rodney McGill.** 143/08/2020

#### GM2) AGED COMMUNITY HOUSING - OPENING DOORS FOUNDATION (S.16-04, SC1289)

In accordance with the resolution from last meeting, the Mayor and General Manager met with representatives of the Opening Doors Foundation (ODF) to discuss opportunities in regard to providing Aged Community Housing in Coolamon.

During this conversation Council discussed issues and was seeking clarification around the proposed model.

- ODF are a non for profit Organisation that was associated with the operation and then sale of The Haven in Wagga. This facility was considered a regional

resource and therefore any shortage in regional infrastructure is considered an acceptable allocation of money on their behalf.

- ODF are speaking to some neighbouring Councils about similar proposals and currently have a project in the pipeline in Wagga.
- ODF confirmed that their model was based on obtaining a market rent from the resident and any subsidies or benefits would be the responsibility of the tenant to obtain from other government funding sources.
- It is proposed that 6-8 units will be constructed on the land with one of these units being specifically compliant with NDIS requirements, (disabled friendly).
- ODF also indicated that they would seek assistance from Council in subsidising the land costs and providing infrastructure requirements to the property.

### **Proposal**

- The proposed land, currently being discussed, is bounded by Mimosa and Douglas Streets and was recently purchased by Council from the NSW State Government. (See attached). This land does not currently have any infrastructure or services. At this time the cost of these services is yet to be determined, but the land will require sewer, water, power, telecommunications, Section 94 charges and kerb and gutter. [Attachment No. 3.1](#)

### **Council's Existing Position**

As mentioned at the last meeting, Council do currently provide 14 units in Coolamon that are directed towards this market, however, Council provide this at a subsidised rate directly to the resident.

Centenary Lodge was built in 1982 and consists of 6 units located in Mirrool Street North, conveniently located behind the Main Street. Kindra Lodge was built in 1975 and has 8 units, located in Mirrool Street South, close to the health precinct.

Council has in the past considered these assets and their age, with the potential need for an upgrade. The ODF offer would allow Council to transition out of this business model and let another 'not for profit' provide for this market. Alternatively, Council may wish to build units on this property in a similar financial model to their existing properties and transition away from the existing aged infrastructure.

Some of the concerns that Council must consider are:

- What is the guarantee that ODF maintain their presence and role in the community? Whilst the current management may support the opportunity in Coolamon, there is nothing currently to ensure this continues.
  - What level of Asset Management or maintenance will be provided to the buildings?
  - How will tenants be chosen?
  - What level of control do Council wish to have over this type of service/development?
  - What benefit does Council get from subsidising a third party into a housing model?
- ➔ ODF have been very positive in encouraging a relationship in providing this proposal. Questions that have been asked have been answered openly and when options are available then they have sought Council's opinion on how we would like it to happen. See attached. Attachment No. 3.2

Any decision to proceed with this proposal would require an Agreement between the parties and an interest over the land security long term ongoing operation of the buildings and tenancies.

Prior to developing any concept plans ODF would like to determine Council's position. At this point no price for the land has been discussed. Council are yet to determine infrastructure costs.

#### Recommendation

For Council consideration.

**RESOLVED on the motion of Clr McCann and seconded by Clr Hutcheon:**

144/08/2020

- 1) **That Council commend Opening Doors Foundation on their proposal to provide aged and disability housing in smaller regional communities but not accede to the request to contribute land and services towards the project.**
- 2) **That Council investigate the construction of Aged Care Units by Council on the subject land.**

**GM3) EMERGENCY MANAGEMENT REFORM (E.03-04, SC637)**

Following the letter of support that was sent to Warren Sharpe, President of IPWEA NSW, Council has now received a reply. Please find attached.

This reply indicates IPWEA's appreciation of the support and requests Council consider raising a Notice of Motion at the Local Government NSW Conference.

As this matter has been an issue raised by this Council on numerous occasions, it is thought appropriate that Council put forward such a motion.

Coolamon Council has continually sought clarification or answers regarding:

- the unsustainable increasing cost.
- the competition for funding or duplication of resources across agencies.
- the lack of transparency of the current funding model.
- a clearer and concise model across prevention, operation and recovery.
- a more equitable financial collection model.

Recommendation

That Council submit a Notice of Motion to the Local Government NSW Conference requesting consideration be given to Emergency Management Reform.

**RESOLVED on the motion of Clr Maslin and seconded by Clr McCann that Council submit a Notice of Motion to the Local Government NSW Conference requesting consideration be given to Emergency Management Reform.** 145/08/2020

**GM4) RURAL HOTELS – GAMING MACHING ENTITLEMENTS (GME) (P.06-01, SC310)**

- ➔ Council has received a response through Steph Cooke, Member for Cootamundra from The Hon Victor Dominello, Minister for Customer Services in relation to our concerns about the impact of rural pub assets being purchased and transferred to cities. A copy of the response is attached. Attachment No. 4

Whilst it appears that they believe their policies are appropriate and adequate, this does not reflect the reality.

When a local publican does not have a property for sale and people walk through the door and make an offer too good to refuse, it is blatantly obvious that the gaming machine entitlements are the resource they are after.

One Hotel's GME went from Coolamon to Wagga, so that would be considered Country to Country transfer under their assessment, but it still doesn't help the community that have lost the business sustainability. The other is from Coolamon to Sydney.

To say that it is all ok because Hotels in the bush can think about different ways to do business without gaming machines is not acceptable when GME can go somewhere else and be used.

Recommendation

That Council continue to discuss with the Manager of Liquor and Gaming our concerns.

**RESOLVED on the motion of Clr Hutcheon and seconded by Clr White that Council continue to discuss with the Manager of Liquor and Gaming our concerns.** 146/08/2020



## 4.2) EXECUTIVE MANAGER, CORPORATE & COMMUNITY SERVICES' REPORTS

### CS1) FINANCE REPORT TO 30<sup>TH</sup> JULY, 2020

RESOLVED on the motion of Clr Crocker and seconded by Clr Maslin that the report be received. 147/08/2020

DATE INVESTED	INSTITUTION	RATING	INVESTMENT TYPE	AMOUNT INVESTED	TERMS (days)	RATE	MATURITY DATE
5/06/2020	NAB	A1/A+	Term Deposit	\$ 1,000,000	61	0.60%	5/08/2020
14/02/2020	AMP	A2/BBB+	Term Deposit	\$ 2,000,000	181	1.80%	13/08/2020
3/06/2020	Macquarie Bank	A1/A+	Term Deposit	\$ 1,000,000	91	0.85%	2/09/2020
9/06/2020	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	92	1.35%	9/09/2020
22/06/2020	Macquarie Bank	A1/A+	Term Deposit	\$ 1,000,000	91	0.85%	21/09/2020
17/04/2020	AMP	A2/BBB+	Term Deposit	\$ 1,000,000	182	1.85%	16/10/2020
27/05/2020	AMP	A2/BBB+	Term Deposit	\$ 500,000	180	1.65%	23/11/2020
27/05/2020	AMP	A2/BBB+	Term Deposit	\$ 1,000,000	182	1.65%	25/11/2020
4/06/2020	NAB	A1/A+	Term Deposit	\$ 1,000,000	181	0.88%	2/12/2020
14/06/2020	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	92	1.35%	14/12/2020
17/07/2020	AMP	A2/BBB+	Term Deposit	\$ 500,000	182	0.90%	15/01/2021
24/04/2020	Macquarie Bank	A1/A+	Term Deposit	\$ 1,000,000	273	1.65%	22/01/2021
29/07/2020	AMP	A2/BBB+	Term Deposit	\$ 1,000,000	180	0.80%	25/01/2021
2/05/2020	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	304	1.70%	2/03/2021
10/05/2020	Beyond Bank	A2/BBB	Term Deposit	\$ 2,000,000	304	1.70%	10/03/2021
19/05/2020	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	304	1.70%	19/03/2021
29/05/2020	Beyond Bank	A2/BBB	Term Deposit	\$ 2,000,000	304	1.70%	29/03/2021
1/06/2020	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	304	1.70%	1/04/2021
23/04/2020	Macquarie Bank	A1/A+	Term Deposit	\$ 1,000,000	365	1.70%	23/04/2021
23/06/2020	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	365	1.40%	23/06/2021
<b>TOTAL INVESTED</b>				<b>\$ 22,000,000</b>			

I hereby certify that the above investments have been made in accordance with Section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy.



(Samantha Jennings, Finance Manager)

#### UNAUDITED RESTRICTED CASH, CASH EQUIVALENTS & INVESTMENTS (as at 30 June 2020)

<b>External Restrictions - included in liabilities</b>	
Specific purpose unexpended grants	1,100,638.63
Allawah Lodge Bonds & Payments	4,148,285.63
Allawah Village Loan Licences	3,502,501.96
Home Care Packages	484,493.73
	<b>9,235,919.95</b>
<b>External Restrictions - other</b>	
Developer contributions - general	63,834.53
Specific purpose grants (recognised as revenue)	993,495.23
Sewerage Services	1,624,359.98
Domestic Waste Management	889,467.80
Stormwater Management	64,569.62
Other - Community Transport	230,864.00
	<b>3,866,591.16</b>
<b>Internal Restrictions</b>	
Plant & vehicle replacement	1,000,000.00
Employees Leave Entitlements	1,420,000.00
Deferred Works	127,574.10
Ardlethan Preschool (non-grant)	-
Asset management/replacement	3,500,000.00
Financial Assistance Grant Advance	1,950,938.00
Swimming Pools	35,000.00
Rehabilitation of Gravel Pits	148,000.00
Coolamon Early Childhood Centre	343,432.11
Allawah Lodge	920,231.02
Allawah Village	540,952.33
	<b>9,986,127.56</b>
<b>TOTAL RESTRICTIONS</b>	<b>23,088,638.67</b>
<b>UNRESTRICTED</b>	<b>326,184.81</b>
<b>TOTAL CASH, CASH EQUIVALENTS &amp; INVESTMENTS</b>	<b>23,414,823.48</b>

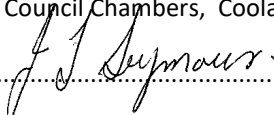
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 20<sup>TH</sup> AUGUST, 2020.

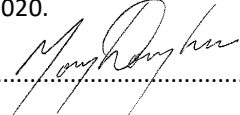
COOLAMON SHIRE COUNCIL  
INCOME STATEMENT

for the period 1st July 2020 to 30th June 2021

	JULY 2020	2020/2021 BUDGET	2019/2020 ACTUAL UNAUDITED
<b>Income from continuing operations</b>			
<i>Revenue:</i>			
Rates & annual charges	3,740,406.86	3,932,000.00	3,742,001.11
User charges & fees	503,000.39	4,231,000.00	5,132,993.02
Interest and investment revenue	(41,238.53)	317,000.00	378,187.16
Other revenues	55,854.23	591,000.00	908,847.28
Grants & contributions provided for operating purposes	102,257.06	6,476,000.00	6,855,767.18
Grants & contributions provided for capital purposes	4,200.00	2,153,000.00	5,937,046.59
Internals	0.00		0.00
<i>Other income:</i>			
Net gain from the disposal of assets	0.00	362,000.00	197,249.54
<b>Total revenues from continuing operations</b>	<b>4,364,480.01</b>	<b>18,062,000.00</b>	<b>23,152,091.88</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	490,853.94	6,480,000.00	6,461,311.80
Borrowing costs	0.00	7,000.00	16,596.63
Materials & contracts	195,891.82	2,943,000.00	4,435,567.33
Depreciation, amortisation & impairment	0.00	4,123,000.00	3,880,639.48
Other expenses	470,120.59	1,638,000.00	1,637,937.76
Net loss from the disposal of assets			
<b>Total expenses from continuing operations</b>	<b>1,156,866.35</b>	<b>15,191,000.00</b>	<b>16,432,053.00</b>
<b>Operating result from continuing operations</b>	<b>3,207,613.66</b>	<b>2,871,000.00</b>	<b>6,720,038.88</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>3,203,413.66</b>	<b>718,000.00</b>	<b>782,992.29</b>

This is Page No. 10 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 20<sup>th</sup> August, 2020.

..... MAYOR

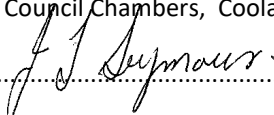
..... GENERAL MANAGER.

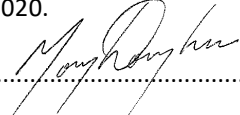
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 20<sup>TH</sup> AUGUST, 2020.

COOLAMON SHIRE COUNCIL  
INCOME STATEMENT BY FUND

	July 2019		TOTAL
	GENERAL FUND	SEWERAGE FUND	
<b>Income from continuing operations</b>			
<i>Revenue:</i>			
Rates & annual charges	3,167,177.27	573,229.59	3,740,406.86
User charges & fees	355,560.39	147,440.00	503,000.39
Interest and investment revenue	(41,238.53)	0.00	-41,238.53
Other revenues	55,854.23	0.00	55,854.23
Grants & contributions provided for operating purposes	102,257.06	0.00	102,257.06
Grants & contributions provided for capital purposes	0.00	4,200.00	4,200.00
Internals	0.00	0.00	0.00
<i>Other income:</i>			
Net gain from the disposal of assets	0.00	0.00	0.00
<b>Total revenues from continuing operations</b>	<b>3,639,610.42</b>	<b>724,869.59</b>	<b>4,364,480.01</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	478,244.93	12,609.01	490,853.94
Borrowing costs	0.00		0.00
Materials & contracts	192,301.16	3,590.66	195,891.82
Depreciation & amortisation	0.00	0.00	0.00
Other expenses	460,829.38	9,291.21	470,120.59
<b>Total expenses from continuing operations</b>	<b>1,131,375.47</b>	<b>25,490.88</b>	<b>1,156,866.35</b>
<b>Operating result from continuing operations</b>	<b>2,508,234.95</b>	<b>699,378.71</b>	<b>3,207,613.66</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>			
	<b>2,508,234.95</b>	<b>695,178.71</b>	<b>3,203,413.66</b>

This is Page No. 11 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 20<sup>th</sup> August, 2020.

..... MAYOR

..... GENERAL MANAGER.

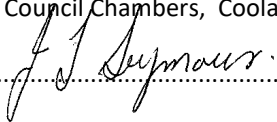
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
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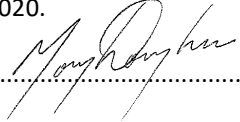
COOLAMON SHIRE COUNCIL  
BALANCE SHEET

for the period 1st July 2020 to 30th June 2021

	2020/2021		2019/2020
	JULY 2019	BUDGET (ADJ FOR OPENING BALS)	ACTUAL UNAUDITED
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	1,383,205.85	1,549,307.45	1,414,822.48
Investments	22,000,001.00	22,000,001.00	22,000,001.00
Receivables	2,911,330.63	742,456.10	742,329.33
Inventories	247,084.78	635,001.46	260,331.23
Other			
<b>Total current assets</b>	<b>26,541,622.26</b>	<b>24,926,766.01</b>	<b>24,417,484.04</b>
<b>Non-current assets</b>			
Investments			
Receivables	0.00	302,000.00	0.00
Inventories	454,168.42	453,770.87	454,168.42
Infrastructure, property, plant & equipment	229,767,279.56	235,426,135.50	229,579,248.14
Accumulated Dep'n - Infrastructure, PP&E	(48,494,206.15)	(52,616,950.17)	(48,494,206.15)
Accumulated Imp't - Infrastructure, PP&E	0.00	0.00	0.00
Other	(1,843.75)	(2,033.19)	-2,033.19
<b>Total non-current assets</b>	<b>181,725,398.08</b>	<b>183,562,923.01</b>	<b>181,537,177.22</b>
<b>Total assets</b>	<b>208,267,020.34</b>	<b>208,489,689.02</b>	<b>205,954,661.26</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	9,031,534.04	9,465,158.77	9,925,469.29
Overdraft		0.00	
Interest bearing liabilities	0.00	0.00	0.00
Provisions	1,891,224.39	2,010,660.12	1,892,543.72
<b>Total current liabilities</b>	<b>10,922,758.43</b>	<b>11,475,818.89</b>	<b>11,818,013.01</b>
<b>Non-current liabilities</b>			
Payables	2,866.83	2,497.99	2,866.83
Interest bearing liabilities	0.00	0.00	0.00
Provisions	523,999.60	531,537.49	523,999.60
<b>Total non-current liabilities</b>	<b>526,866.43</b>	<b>534,035.48</b>	<b>526,866.43</b>
<b>TOTAL LIABILITIES</b>	<b>11,449,624.86</b>	<b>12,009,854.37</b>	<b>12,344,879.44</b>
<b>Net assets</b>	<b>196,817,395.48</b>	<b>196,479,834.65</b>	<b>193,609,781.82</b>
<b>EQUITY</b>			
Retained earnings	100,447,589.76	100,110,491.90	99,794,365.79
Reserves	96,369,805.72	96,369,342.75	96,369,805.72
Internal Assets/Liabilities	0.00		0.00
Trust Transfer			
<b>Total equity</b>	<b>196,817,395.48</b>	<b>196,479,834.65</b>	<b>196,164,171.51</b>

This is Page No. 12 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 20<sup>th</sup> August, 2020.

..... MAYOR

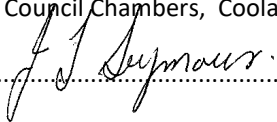
.....GENERAL MANAGER.

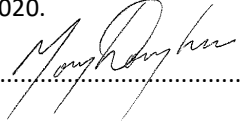
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 20<sup>TH</sup> AUGUST, 2020.

COOLAMON SHIRE COUNCIL  
BALANCE SHEET BY FUND

	July 2019		COOLAMON SHIRE TOTAL
	CONSOLIDATED GENERAL FUND	SEWERAGE FUND	
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	(231,052.77)	1,614,258.62	1,383,205.85
Investments	22,000,001.00		22,000,001.00
Receivables	2,223,536.32	687,794.31	2,911,330.63
Inventories	247,084.78		247,084.78
Other			0.00
<b>Total current assets</b>	<b>24,239,569.33</b>	<b>2,302,052.93</b>	<b>26,541,622.26</b>
<b>Non-current assets</b>			
Investments			0.00
Receivables	0.00		0.00
Inventories	454,168.42		454,168.42
Infrastructure, property, plant & equipment	210,319,511.39	19,447,768.17	229,767,279.56
Accumulated Depreciation	(41,564,966.91)	(6,929,239.24)	(48,494,206.15)
Accumulated Impairment	0.00		0.00
Other	(1,843.75)		(1,843.75)
<b>Total non-current assets</b>	<b>169,206,869.15</b>	<b>12,518,528.93</b>	<b>181,725,398.08</b>
<b>Total assets</b>	<b>193,446,438.48</b>	<b>14,820,581.86</b>	<b>208,267,020.34</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	9,031,534.04	0.00	9,031,534.04
Interfunding			0.00
Interest bearing liabilities	0.00		0.00
Provisions	1,891,224.39		1,891,224.39
<b>Total current liabilities</b>	<b>10,922,758.43</b>	<b>0.00</b>	<b>10,922,758.43</b>
<b>Non-current liabilities</b>			
Payables	2,866.83		2,866.83
Interest bearing liabilities	0.00		0.00
Provisions	523,999.60		523,999.60
<b>Total non-current liabilities</b>	<b>526,866.43</b>	<b>0.00</b>	<b>526,866.43</b>
<b>TOTAL LIABILITIES</b>	<b>11,449,624.86</b>	<b>0.00</b>	<b>11,449,624.86</b>
<b>Net assets</b>	<b>181,996,813.62</b>	<b>14,820,581.86</b>	<b>196,817,395.48</b>
<b>EQUITY</b>			
Retained earnings	91,251,293.96	9,196,295.80	100,447,589.76
Reserves	90,745,519.66	5,624,286.06	96,369,805.72
Internal Assets & Liabilities			0.00
Trust Transfer			0.00
<b>Total equity</b>	<b>181,996,813.62</b>	<b>14,820,581.86</b>	<b>196,817,395.48</b>

This is Page No. 13 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 20<sup>th</sup> August, 2020.

..... MAYOR

.....GENERAL MANAGER.

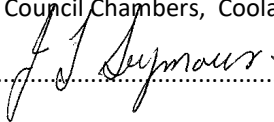
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
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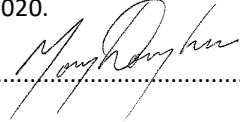
COOLAMON SHIRE COUNCIL  
INTERNAL & EXTERNAL RESTRICTIONS

for the period 1st July 2020 to 30th June 2021

	2020/2021		
	BUDGET (ADJ FOR	2019/2020 ACTUAL	
	OPENING BALS)	UNAUDITED	
	JULY 2019		
<i>EXTERNALLY RESTRICTED</i>			
Contract Liabilities	1,078,582.94	1,100,638.63	1,100,638.63
Allawah Lodge Accommodation Payments	4,147,460.08	4,148,285.63	4,148,285.63
Allawah Village Loan-Licence	3,502,501.96	3,592,264.96	3,502,501.96
Home Care Packages	484,493.73	484,493.73	484,493.73
Developer Contributions	63,834.53	69,533.53	63,834.53
Grant Revenues	971,532.25	117,195.23	993,495.23
Sewerage Fund	1,614,258.62	1,641,562.31	1,624,359.98
Waste Management	857,212.65	946,192.36	889,467.80
Stormwater Management Reserve	105,284.99	48,344.62	64,569.62
Other - Community Transport	252,415.52	230,864.00	230,864.00
	13,077,577.27	12,379,375.00	13,102,511.11
<i>INTERNALLY RESTRICTED</i>			
Plant Replacement Reserve	1,000,000.00	1,000,000.00	1,000,000.00
Employees Leave Entitlements Reserve	1,260,000.00	1,499,000.00	1,420,000.00
Deferred Works Reserve	130,790.00	28,284.10	127,574.10
Ardlethan Preschool	26,416.96	0.00	0.00
Asset Management	3,500,000.00	3,500,000.00	3,500,000.00
Financial Assistance Grant	0.00	1,950,938.00	1,950,938.00
Swimming Pools Reserve	35,000.00	55,000.00	35,000.00
Gravel Pits Rehabilitation Reserve	148,000.00	168,000.00	148,000.00
CECC Asset Mgt Reserve	338,404.25	358,115.39	343,432.11
Allawah Lodge Asset Mgt Reserve	847,374.35	440,739.37	920,231.02
Allawah Village Asset Mgt Reserve	499,656.36	581,660.03	540,952.33
	7,785,641.92	9,581,736.88	9,986,127.56
Unrestricted	2,519,987.66	1,588,552.49	326,184.81
<b>TOTAL CONSOLIDATED CASH</b>	<b>23,383,206.85</b>	<b>23,549,664.37</b>	<b>23,414,823.48</b>

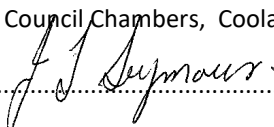
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..... MAYOR

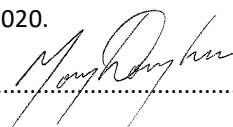
.....GENERAL MANAGER.

RATE COLLECTIONS

	ARREARS BFWD	LEVIES INC. INTEREST	TOTAL	COLLECTIONS TO DATE	% TO TOTAL	ADJUSTMENTS INC. PENS CONCESSIONS	ADJ TOTAL	% TO TOTAL	COLLECTABLE BALANCE
31/07/2004	181,374.69	2,083,503.09	2,264,877.78	32,594.24	1.44%	101,101.95	2,163,775.83	1.51%	2,131,181.59
31/07/2005	163,566.58	2,149,144.18	2,312,710.76	127,842.47	5.53%	99,724.84	2,212,985.92	5.78%	2,085,143.45
31/07/2006	185,519.90	2,227,435.31	2,412,955.21	101,640.65	4.21%	103,438.97	2,309,516.24	4.40%	2,207,875.59
31/07/2007	236,912.33	2,410,261.83	2,647,174.16	34,900.25	1.32%	115,940.07	2,531,234.09	1.38%	2,496,333.84
31/07/2008	277,343.62	2,490,752.26	2,768,095.88	32,224.17	1.16%	112,582.80	2,655,513.08	1.21%	2,623,288.91
31/07/2009	239,371.45	2,565,142.75	2,804,514.20	112,362.80	4.01%	117,148.28	2,687,365.92	4.18%	2,575,003.12
31/07/2010	292,105.99	2,702,076.48	2,994,182.47	52,854.20	1.77%	121,515.28	2,872,667.19	1.84%	2,819,812.99
31/07/2011	239,162.46	2,843,288.22	3,082,450.68	174,460.79	5.66%	123,175.10	2,959,275.58	5.90%	2,784,814.79
31/07/2012	207,935.41	2,979,375.92	3,187,311.33	165,480.75	5.19%	124,563.08	3,062,748.25	5.40%	2,897,267.50
31/07/2013	230,923.44	3,125,014.21	3,355,937.65	93,878.30	2.80%	122,030.86	3,233,906.79	2.90%	3,140,028.49
31/07/2014	263,562.88	3,283,716.34	3,547,279.22	141,748.77	4.00%	117,649.23	3,429,629.99	4.13%	3,287,881.22
31/07/2015	335,520.44	3,395,316.01	3,730,836.45	381,409.59	10.22%	119,199.47	3,611,636.98	10.56%	3,230,227.39
31/07/2016	300,944.76	3,485,872.63	3,786,817.39	216,116.30	5.71%	123,930.52	3,662,886.87	5.90%	3,446,770.57
31/07/2017	303,728.87	3,573,820.19	3,877,549.06	172,064.39	4.44%	114,532.52	3,763,016.54	4.57%	3,590,952.15
31/07/2018	319,410.16	3,661,117.73	3,980,527.89	321,821.40	8.08%	113,914.23	3,866,613.66	8.32%	3,544,792.26
31/07/2019	368,193.86	3,773,598.63	4,141,792.49	312,745.32	7.55%	115,528.25	4,026,264.24	7.77%	3,713,518.92
<b>2020/2021</b>									
31/07/2019	342,642.82	4,017,095.68	4,359,738.50	303,348.63	6.96%	117,176.29	4,242,562.21	7.15%	3,939,213.58



MAYOR



GENERAL MANAGER.

**CS2) ALLAWAH LODGE (A.05-02, SC7)**

As a Residential Aged Care Provider (RACP), Council has been undertaking significant work to ensure the safety of our residents and staff. The management and staff at Allawah have been undertaking this role with great care and compassion in the knowledge that the current crisis causes great angst and concern to both residents and their families.

As can be seen from the current media reports and the situation in Victoria, outbreaks in Aged Care facilities are potentially deadly and we need to undertake all appropriate actions to ensure we do not let it into our facility, or if for some reason it arrives, we are prepared and able to combat the situation. We do not want to be alarmist but by the same token we need to be prepared for all contingencies.

- ➔ Whilst Allawah Lodge have been distilling information and providing regular updates to residents and their families, Council has now received correspondence from the Minister for Health, The Hon Brad Hazzard MP, around preventing, preparing and managing for an outbreak within a Residential Centre. Please find attached for your information. Attachment No. 5.1
- ➔ In addition to this, Allawah Lodge have developed a Frequently Asked Questions document that has been provided to residents and their families in an attempt to help these concerns and manage the current pandemic environment. Attachment No. 5.2

Recommendation

For Council information.

**RESOLVED on the motion of Clr Maslin and seconded by Clr McCann that the report be noted and that Council's acknowledgement and congratulations be extended to the staff at Allawah Lodge given the difficult circumstances that the industry is currently operating under.** 148/08/2020



**CS3) DELIVERY PLAN REVIEW (S.11-06, SC516)**

- Under the Integrated Planning and Reporting requirements the General Manager is required to provide progress reports to the Council with respect to the principal activities in the Delivery Program on a six monthly basis. Attached please find the "Progress Report" that has been prepared for the reporting period 1st January 2020 to 30th June 2020. Attachment No. 6

Recommendation

That the Progress Report be received.

**RESOLVED on the motion of Clr Hutcheon and seconded by Clr Jones that the Progress Report be received.** 149/08/2020

**CS4) FINANCIAL STATEMENTS (A.12-01, SC34)**

Council's Draft Financial Statements for the 2019/2020 Financial Year have been forwarded to Crowe for Audit.

Recommendation

- 1) That the Draft 2019/2020 Financial Statements be referred to the Audit Office of NSW's contract auditor, Crowe for audit.
- 2) That Council delegate authority to the General Manager to authorise the accounts for issue in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended).

**RESOLVED on the motion of Clr Maslin and seconded by Clr White:** 150/08/2020

- 1) **That the Draft 2019/2020 Financial Statements be referred to the Audit Office of NSW's Contract Auditor, Crowe for audit; and**
- 2) **That Council delegate authority to the General Manager to authorise the accounts for issue in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended).**

**CS5) POLICY REVIEW (P.12-01, SC316)**

- ➔ As part of Council's ongoing Policy Review, the draft Enterprise Risk Management Policy is presented to Council for adoption. **Attachment No. 7**

Recommendation

That the Enterprise Risk Management Policy be adopted.

**RESOLVED on the motion of Clr McCann and seconded by Clr Logan that the Enterprise Risk Management Policy be adopted.** **151/08/2020**



**COOLAMON SHIRE COUNCIL**

**ENTERPRISE RISK  
MANAGEMENT POLICY**

Date Adopted	<b>20 August 2020</b>		
Council Minute	<b>151/08/2020</b>		
Version	<b>Version 1</b>		
Policy Responsibility	<b>Corporate &amp; Community Services</b>		
Review Timeframe	<b>Every 4 years</b>		
Last Review Date	<b>20 August 2020</b>	Next Scheduled Review Date	<b>August 2024</b>

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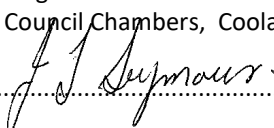
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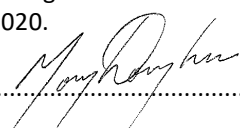
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.....  ..... MAYOR

.....  ..... GENERAL MANAGER.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 20<sup>TH</sup> AUGUST, 2020.

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**OBJECTIVE**

The objectives of this policy are to:

- Outline Coolamon Shire Council's commitment to an integrated approach to the management of risk in all forms, which may have an adverse effect on achieving Council's objectives.
- Acknowledgement, that managing risk is part of governance and leadership, and is fundamental to how the Council is managed at all levels.
- Integrate risk management into Council's decision-making to assist in making informed choices for the benefit of the organisation, the Coolamon Shire Community and our stakeholders.
- Promote an atmosphere of risk awareness and willingness to manage risk at all levels of the organisation.

The Risk Management approach utilised by Coolamon Shire Council in the development of the Risk Management Systems is ISO 31000:2018 together with the requirements of the Work Health and Safety Act 2011 (NSW), and will be incorporated into the Planning, Governance, Assets Management, and Operational Processes of Coolamon Shire Council.

**POLICY STATEMENT**

Coolamon Shire Council is committed to achieving a consistently high standard of risk management. The purpose of this document is to establish and communicate to Council's staff, contractors, volunteers, and stakeholders Council's Enterprise Risk Management Policy and Framework.

The purpose of this Policy is to provide reasonable assurance that decisions are being made based on a sound and consistent approach to considering the risks to achieving objectives and to ensure that appropriate actions are taken to mitigate risks and take advantage of opportunities.

The Policy and Framework confirms that the use of risk management by all staff members, Councillors, contractors, and volunteers is mandatory in their day-to-day activities.

**RESPONSIBILITIES**

Roles and Responsibilities for Risk Management

The General Manager has overall responsibility for risk management, and for ensuring compliance with ISO31000:2018.

Council's Audit, Risk & Improvement Committee is responsible for the ongoing monitoring and review of the risk management framework, including the actions agreed to in this Risk Management Plan.

Council Management, at all levels must exhibit to staff a genuine and strong commitment to risk management as an essential element of good business management and corporate governance. They are responsible for promoting risk management policies and practices, and for managing individual business risks and for implementing the treatments identified in this Risk Management Plan.

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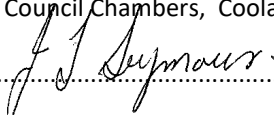
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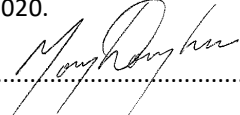
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.....  
  
..... MAYOR

.....  
  
..... GENERAL MANAGER.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
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Senior Management Team is responsible for ensuring that the appropriate processes are in place to ensure that the enterprise and business risks in Council are well managed.

All Council staff, Councillors, volunteers and contractors have the responsibility of ensuring that decisions are made with risk management in mind. Risk is to be part of day-to-day operations. In addition, all staff are required to familiarise themselves with the risk management policies, procedures, plans and strategies that are in place to enable the achievement of organisational objectives.

Risk management will form part of the business planning and budgeting cycles and will contribute to business performance through the minimisation of Council's risks. It provides Council's senior management and the Audit, Risk & Improvement Committee with solid evidence that risk management is occurring within Council, which, in turn makes the achievement of strategic objectives more likely.

#### **RISK APPETITE**

Council's risk appetite, or risk tolerance, is the degree to which Council is prepared to accept risk as part of day-to-day business. It is the criteria against which risk is measured in order to determine whether the risk is acceptable to the organisation or, whether additional mitigation strategies need to be developed and implemented to bring that risk within acceptable levels.

The risk appetite developed as part of this framework is to be used when identifying and managing all risks across Council.

The risk appetite developed by Council considers the likelihood of risks occurring and the consequences should that risk occur, particularly in terms of the impact on people, reputation, business processes and systems, and the financial management of Council.

#### **AREAS OF RISK**

##### **Strategic risk**

Strategic risks have the potential to affect Council's strategic direction, usually (but not always) from a source external to Council. These risks could have an adverse or beneficial impact on Council's pursuit of its objectives and should be continually addressed and monitored.

##### **Operational risk**

Operational risks have the potential to disrupt Council's pursuit of its objectives through the day-to-day operations of the Council. The disruption could be adverse or beneficial and should be continually addressed and monitored.

##### **Project risk**

Project risk exists within the confines of a given project or program of multiple projects. They may be at a level to affect the project/program as a whole or arise from aspects within the project. These risks should be identified at project planning stage and updated, addressed and monitored throughout the project, and signed-off or transferred to the appropriate department at the end of the project.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
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**RISK MANAGEMENT TOOLS AND TRAINING**

**Risk Register**

Council's strategic and operational risks are recorded in a singular Master Risk Register. Project risks will be recorded in project or program specific registers that are structured identically to the Council Master Risk Register. Project risks left over from projects or that arise as a result of projects will be transferred into the Master Risk Register at the closure of the project.

The General Manager will delegate custody and maintenance responsibilities for the Master Risk Register to a suitably trained Council staff member.

As they are identified, appropriate risks will be added to the register by the risk management delegate.

The Master Risk Register will be held in Council electronic document management system.

**Reporting**

The performance of the risk management framework is to be reported annually to the Council's Audit, Risk and Improvement Committee and the community.

A standardised reporting template will be used as the basis of all risk reporting.

**ASSOCIATIONS & RELATIONSHIPS**

Legislation	<i>Local Government Act (NSW) 1993 Local Government (General) Regulation 2005 NSW Work Health Safety Act 2011 ISO 31000:2018 Risk management – Guidelines (the standard) COSO – Enterprise Risk Management: Integrating with Strategy and Performance,</i>
Policies	<i>Work Health &amp; Safety Consultation Policy</i>
Procedures/Protocols, Statements, Documents	<i>Risk Management Framework Risk Appetite Statement Risk Registers</i>

**REVIEW**

This policy may be reviewed at any time or as required in the event of legislative changes. Unless otherwise required the policy will be reviewed at least once during a term of Council.

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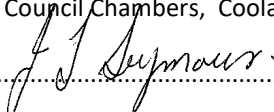
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.....  
..... MAYOR

.....  
..... GENERAL MANAGER.

#### **4.3) EXECUTIVE MANAGER, ENGINEERING & TECHNICAL SERVICES' REPORTS**

##### **ES1) SHIRE ROADS RESHEETING, STABILISATION AND MAINTENANCE**

The following roads have received attention:

1) MAINTENANCE

- East West Road (Old Wagga Road to Rannock Road)
- Old Wagga Road (Springwood Road to boundary)
- Devlin Road (Ashbridge Road to Poverty Lane)
- Poverty Lane (Ardlethan Road to Matong North Road)
- Mirrool Road (Fairmans Lane to Beckom Town)
- Chards Road (Bitumen to class change)
- Stewarts Lane (Bygoo Road to boundary)
- Currajong Lane (Rannock Road to Old Wagga Road)
- Maslins Lane (Wallerobie Road to London Hill Road)
- Currajong Lane (Old Wagga Road to Rannock Road)
- Blairs Lane (Rannock Road to Dennis Lane)
- McPhails Lane (Wallerobie Road to London Hill Road)
- Hatty Lane (Dullah Road to gate)
- Denyers Lane (Springwood Road to East West Road)
- Croziers Lane (Kockibitoo Road to Halbischs Lane)

2) RESHEETING

- Old Wagga Road (Springwood Road to boundary)
- Currajong Lane (Rannock Road to Old Wagga Road)
- Poverty Lane (Ardlethan Road to Matong North Road)
- Currajong Lane (Old Wagga Road to Rannock Road)
- Leahys Lane (Methul Road to East West Road)
- Denyers Lane (Springwood Road to East West Road)

Council's three Grader Gangs have continued with gravel road maintenance under intermittent steady winter rain conditions. All Grader Gangs will continue gravel maintenance until mid-September where two gangs will be directed onto sealed reconstruction works.

**ES2) URBAN DRAINAGE**

WALLACE STREET DRAINAGE (STINSON STREET TO WADE STREET – WESTERN SIDE)

The installation of pipes/pits and reinstatement of nature strip have now been completed. The new drainage system has performed extremely well during recent rain events and roadside aesthetics has improved greatly.

**ES3) TOWN WORKS**

COOLAMON AND GANMAIN CEMETERY

Contractors have now completed the installation of new beams at the Coolamon and Ganmain lawn Cemetery. An additional 38 plots at Ganmain and 34 plots at Coolamon have been provided with an expected life of 8 years and 2½ years respectively.

Recommendation

That the Executive Manager, Engineering & Technical Services' Reports (ES1 to ES3) be noted.

**RESOLVED on the motion of Clr Hutcheon and seconded by Clr Jones that the Executive Manager, Engineering & Technical Services' Reports (ES1 to ES3) be noted.** 152/08/2020

**ES4) MOORE STREET, BECKOM – RAIL CROSSING**

A meeting was held between John Holland Rail (JHR) and Council representatives on Wednesday, 5<sup>th</sup> August, 2020 at the Beckom Rail Crossing with JHR indicating their intension to provide surface improvements.

JHR are currently at the investigation /design phase and once completed it will be listed for priority with all other crossing upgrade and budget consideration.

Indications from JHR are that signaling will be unchanged and minor detour will be implemented for construction period.

Council questioned whether pedestrian facilities will be implemented in works and advised that viability will be considered in the design phase.



Recommendation

For Council information.

**RESOLVED on the motion of Clr Jones and seconded by Clr McCann that the report be received.** 153/08/2020

**ES5) BIOSECURITY WEEDS REPORT (N.02-01, SC284)**

BIOSECURITY WEEDS OFFICER REPORTS

Activities

- Private property inspections carried out in the town and village areas. Due to ongoing Covid issues and the need to undertake inspections with little to no contact with the public a focus was put on smaller lifestyle blocks with no significant issues identified.
- African boxthorn is growing well, RENWA staff will be looking to coordinate with Council staff on the possibility of control.
- Coolatai control undertaken at Marrar by both RENWA and John Holland staff.
- Contact has been made with Riverina LLS to discuss the application for a Horehound biocontrol grant, early stages of planning.
- High risk roadways inspected across the Shire.
- Staff have completed inspections of high-risk pathways and sites.

WAP targets addressed:

- 1.1 High risk species and pathways identified and managed
- 1.22 Discussion of High Risk Weeds list at Regional level
- 2.1 Timely detection of new incursions
- 2.11 Regional inspection program implemented. High risk sight inspection
- 3.22 Impacts reduced, (control applied) to priority pathways.
- 4.3.2.2 Work collaboratively with other agencies

Recommendation

For Council information.

**RESOLVED on the motion of Clr Maslin and seconded by Clr Logan that the report be received.** 154/08/2020

**ES6) NSW ROAD CLASSIFICATION REVIEW AND TRANSFER (R.09-01, SC502)**

In February 2019, the Deputy Premier and Minister for Roads, Maritime and Freight announced the initiation of a Road Classification Review and the transfer of up to 15,000 kilometres of Council owned and managed roads to State management. These commitments are now being carried forward as the Road Classification Review and Transfer Project, led by an Independent Panel.

This project combines a comprehensive review of road classification around NSW with broader considerations around how we think about our road network and its capacity to meet the needs of industry and the community. To make informed and meaningful recommendations to government, the Independent Panel is entering into a conversation with our biggest Road Managers – local Councils – and other stakeholders and road users to find out how we can best manage our roads, sustain healthy communities, promote their economies and work together to support a cohesive, well run road network.

The background paper sets out the division between Local, Regional and State Roads and describes the features of each category. All of this information – how our road network is managed, maintained, funded and categorized – is being opened to consultation.

At the current time the State Government are requesting submissions from Councils for Reclassification and Transfer Regional Road to State Road status.

Council's 146kms of Regional Road Network is identified as:

- MR240 – Coolamon Road and Ardlethan Road
- MR243 – Canola Way
- MR543 – Millwood Road
- MR398 – Mary Gilmore Way

Council receive sufficient funds via the Block Grant and Repair Programme to perform maintenance and capital improvements. The Regional Road Network is of a satisfactory standard to support community needs, reclassification may result in reduced available funds, funds absorbed in State Road administration duties and Council loses control over the road.

Recommendation

That Council decline the offer to nominate any Regional Roads for reclassification.

**RESOLVED on the motion of Clr McCann and seconded by Clr White that Council decline the offer to nominate any Regional Roads for reclassification.** 155/08/2020

**ES7) RFQ 2020/07 – INSITU PAVEMENT STABILISATION (T.03-07, SC422)**

- Quotations were called for the supply of Insitu Pavement Stabilisation for the year 2020/2021 in Coolamon Shire Council. The **attached table** is a summary of the quotations (excluding GST) received.

Six quotations have been received via the Local Government Procurement Vender Panel ranging from \$411,167 to \$582,767. Stabilised Pavements Aust (SPA) have provided the most financially beneficial quotation, have been Council's contractor for the last 27 years, are a large national operation and proved to be a reliable, efficient contractor who works well with Council staff to a satisfactory standard.

Recommendation

That Council accept the quotation from Stabilised Pavements of Australia for the 2020/2021 financial year.

**RESOLVED on the motion of Clr McKinnon and seconded by Clr Jones that Council accept the quotation from Stabilised Pavements of Australia for the 2020/2021 financial year.** 156/08/2020

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 20<sup>TH</sup> AUGUST, 2020.

12/08/2020

ITEM	DESCRIPTION OF WORK	QTY	UNIT	1		2		3		4		5		6		
				Rate	Total	Rate	Total	Rate	Total	Rate	Total	Rate	Total	Rate	Total	
<b>COOLAMON SHIRE COUNCIL</b>																
1	<b>SITE ESTABLISHMENT</b>	4	Per Visit	\$4,080.00	\$16,320.00	\$2,574.00	\$10,296.00	\$3,977.16	\$15,908.64	\$1,000.00	\$4,000.00	\$1,500.00	\$6,000.00	\$1,600.00	\$6,400.00	
<b>SUPPLY PRODUCT COSTS</b>																
2.1	3% QUICK LIME 150mm Deep Mix (Minimum 21 tonne Loads)	108089	M2	\$2.38	\$245,851.82	\$2.73	\$281,432.97	\$3.39	\$349,471.71	\$3.02	\$311,328.78	\$3.02	\$311,328.78	\$2.23	\$229,888.47	
2.2	3% QUICK LIME 200mm Deep Mix (Minimum 21 tonne Loads)	1036	M2	\$3.03	\$31,139.08	\$3.64	\$37,711.04	\$5.54	\$5,739.44	\$5.36	\$5,562.96	\$3.86	\$3,996.96	\$2.98	\$3,067.28	
2.3	70/30 3% SLAG LIME 150mm Deep Mix (Minimum 21 tonne Loads)	13000	M2	\$2.46	\$31,980.00	\$2.87	\$37,310.00	\$3.32	\$43,160.00	\$3.16	\$41,080.00	\$3.15	\$40,950.00	\$2.86	\$37,180.00	
2.4	70/30 3% SLAG LIME 200mm Deep Mix (Minimum 21 tonne Loads)	0	M2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.81	\$0.00	\$4.05	\$0.00	\$3.88	\$0.00	
<b>PLANT OPERATION COSTS</b>																
3.1	2 MIX PROCESS - 150mm DEEP	108089	M2													
	Daily Rate up to 3000m2	24	Per Day	\$5,400.00	\$129,600.00	\$4,745.52	\$113,892.48	\$3,979.94	\$95,518.56	\$4,587.81	\$110,109.84	\$3,400.00	\$81,600.00	\$4,100.00	\$98,400.00	
	Square metre rate for area over 3000m2	34089	M2	\$4.01	\$136,696.89	\$1.54	\$52,497.06	\$0.10	\$3,408.90	\$0.96	\$32,725.44	\$0.00	\$0.00	\$0.69	\$23,521.41	
3.2	2 MIX PROCESS - 200mm DEEP	1036	M2													
	Daily Rate up to 3000m2	1	Per Day	\$5,400.00	\$5,400.00	\$4,745.52	\$4,745.52	\$3,811.81	\$3,811.81	\$7,439.90	\$7,439.90	\$3,400.00	\$3,400.00	\$4,000.00	\$4,000.00	
	Square metre rate for area over 3000m2	0	M2	\$4.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7.18	\$0.00	\$0.00	\$0.00	\$0.69	\$0.00	
3.3	1 MIX PROCESS - 150mm DEEP	10000	M2													
	Daily Rate up to 4500m2	2	Per Day	\$5,400.00	\$10,800.00	\$4,745.52	\$9,491.04	\$4,220.13	\$8,440.26	\$5,547.97	\$11,095.94	\$3,400.00	\$6,800.00	\$4,000.00	\$8,000.00	
	Square metre rate for area over 4500m2	1000	M2	\$3.48	\$3,480.00	\$4.75	\$4,750.00	\$0.38	\$380.00	\$1.23	\$1,230.00	\$0.00	\$0.00	\$0.69	\$690.00	
<b>TOTAL CONTRACT VALUE</b>														<b>\$582,767.79</b>	<b>\$454,077.74</b>	<b>\$411,167.16</b>

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*J. Seymour*

MAYOR

*Angus Douglas*

GENERAL MANAGER.

**ES8) RFQ 2020/06 – SPRAYED BITUMINOUS SURFACING (T.03-04, SC419)**

- Three quotations were received under the Local Government Procurement Tender Panel for the above Contract ranging from \$2,333,395.24 to \$2,771,791.80. The **attached sheets** provide a Summary and detailed breakdown of the quotations. This is a schedule of rates quotation.

The request for Quotation (RFQ) was a group quotation between Coolamon and Temora Shire Councils in an effort to achieve efficiencies of scale. Coolamon are seeking full supply of services Contract with Temora a supply and spray contract only.

COST

All contractors have provided rise and fall quotation for the twelve-month period. Taking into consideration the volatility of the current market, no contractor was willing to give a fixed rate for the term of the contract. Of all the contractors, Boral has submitted the lowest tender overall, with Downer the next best some \$144,305 higher. When assessing the individual Council submissions, Boral presents the best value for Coolamon by \$157,250 and Downer for Temora by \$12,945 representing 1% of their contract sum. The intension of performing a combine Council RFQ is to achieve efficiencies of scale, both Council have benefitted from the process but a single supplier must be nominated. Considering both Councils are already benefitting from efficiencies of scale, Downer presenting only a 1% saving to Temora compared to 14% for Coolamon, under Total Contract value Boral presents a 6.18% saving (\$144,305) and most financially beneficial offer overall.

PERFORMANCE

Downer has been Coolamon and Temora Council's Contractor in recent years and demonstrated they are capable of performing supply and spray and full service works to Council's satisfaction. Boral have also been a contractor of Council in previous years and are equally capable. Patches Services have not been engaged by either of the Councils.

AVAILABILITY

The Patches are not located in the region and are based out of Canberra. Boral and Downer are the only contractors with depots located in the region being Wagga Wagga and Narrandera respectively. A large number of establishments are required which can be on short notice and is thought that a contractor from outside the region would not be able to service the needs of the Councils. Both Boral and Patches have implemented establishment fee for volumes under 25,000

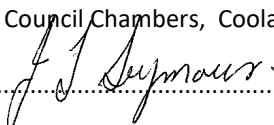
litres which would elevate the rates provided, Downer have no establishment fee. Council consider there to be very few occurrences where the establishment fee will be applicable and will have minimal impact on contract sum.

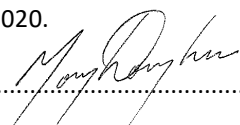
Downer has a spray sealing crew based in Narrandera along with additional crews in Wodonga, Forbes, Mogo and Hume. During the recent years this service to Council was considered to be satisfactory. Like Downer, Boral has crews based in Wagga Wagga, Tamworth, Newcastle, Coffs Harbour and are equally available. Investigations with Councils currently serviced by Boral indicate that Council can be confident that a satisfactory service can be provided.

Recommendation

That the quotation from Boral be accepted for a twelve-month period.

**RESOLVED on the motion of Clr Hutcheon and seconded by Clr McCann that the quotation from Boral be accepted for a twelve-month period.** 157/08/2020

..... MAYOR

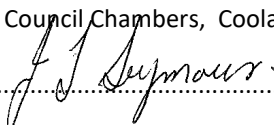
.....GENERAL MANAGER.

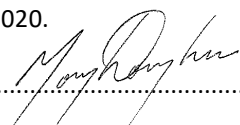
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
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PROVIDER	COUNCIL	LUMP SUM PRICE (excl GST)	FULL CONTRACT VALUE
BORAL	COOLAMON	\$1,059,185.24	\$2,333,395.24
BORAL	TEMORA	\$1,274,210.00	
DOWNER	COOLAMON	\$1,216,435.49	\$2,477,700.49
DOWNER	TEMORA	\$1,261,265.00	
PATCHES	COOLAMON	\$1,271,834.30	\$2,771,791.80
PATCHES	TEMORA	\$1,499,957.50	

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..... MAYOR

..... GENERAL MANAGER.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
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BORAL - COOLAMON		Price (excluding GST)		Price (including GST)	
Lump sum price of Project		\$1,059,185.24	\$105,918.52	\$1,165,103.76	
Schedule of Rates:	Unit of Measure	Quantity	Price (excluding GST)	GST	Price (including GST)
Supply, heat and spray C170 bitumen	Litre	408293	\$1.21	\$0.12	\$1.33
Supply, heat and spray C240 bitumen	Litre	0	\$0.00	\$0.00	\$0.00
Supply, heat and spray S35E bitumen	Litre	0	\$0.00	\$0.00	\$0.00
Supply, heat and spray Poly Modified Binder S45R	Litre	20000	\$1.38	\$0.14	\$1.52
Supply and incorporate adhesion agent in binder	Litre	2093	\$6.60	\$0.66	\$7.26
Supply and incorporate cutter oil in binder	Litre	7047	\$1.78	\$0.18	\$1.96
Supply 14mm Pre-coated Aggregate to Council designated stockpile sites within the Coolamon Shire	M3	1113	\$140.00	\$14.00	\$154.00
Supply 10mm Pre-coated Aggregate to Council designated stockpile sites within the Coolamon Shire	M3	683	\$140.00	\$14.00	\$154.00
Supply 7mm Pre-coated Aggregate to Council designated stockpile sites within the Coolamon Shire	M3	1278	\$140.00	\$14.00	\$154.00
Sweeping of Sprayed Bituminous Surfaces	M2	257575	\$0.11	\$0.01	\$0.12
Control of Traffic	day	15	\$3,500.00	\$350.00	\$3,850.00
			\$1,059,185.24		

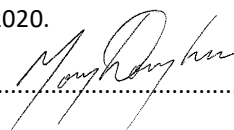
BORAL - TEMORA		Price (excluding GST)		Price (including GST)	
Lump sum price of Project		\$1,274,210.00	\$127,421.00	\$1,401,631.00	
Schedule of Rates:	Unit of Measure	Quantity	Price (excluding GST)	GST	Price (including GST)
Supply, heat and spray C170 bitumen	Litre	0	\$0.00	\$0.00	\$0.00
Supply, heat and spray C240 bitumen	Litre	925000	\$1.20	\$0.12	\$1.32
Supply, heat and spray S35E bitumen	Litre	20000	\$1.51	\$0.15	\$1.66
Supply, heat and spray Poly Modified Binder S45R	Litre	20000	\$1.38	\$0.14	\$1.52
Supply and incorporate adhesion agent in binder	Litre	9650	\$6.60	\$0.66	\$7.26
Supply and incorporate cutter oil in binder	Litre	24000	\$1.78	\$0.18	\$1.96
Supply 14mm Pre-coated Aggregate to Council designated stockpile sites within the Coolamon Shire	M3	0	\$0.00	\$0.00	\$0.00
Supply 10mm Pre-coated Aggregate to Council designated stockpile sites within the Coolamon Shire	M3	0	\$0.00	\$0.00	\$0.00
Supply 7mm Pre-coated Aggregate to Council designated stockpile sites within the Coolamon Shire	M3	0	\$0.00	\$0.00	\$0.00
Sweeping of Sprayed Bituminous Surfaces	M2	0	\$0.00	\$0.00	\$0.00
Control of Traffic	day	0	\$0.00	\$0.00	\$0.00
			\$1,274,210.00		
Bitumen Purchase Rate	metric Tonne	1	\$1,170.00		\$1,170.00
					1/08/2020

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MAYOR



GENERAL MANAGER.



MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
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<b>DOWNER - COOLAMON</b>		Price (excluding GST)	GST	Price (including GST)
<b>Lump sum price of Project</b>		\$1,216,435.49	\$121,643.55	\$1,338,079.04
<b>Schedule of Rates:</b>				
Unit of Measure	Quantity	Price (excluding GST)	GST	Price (including GST)
Supply, heat and spray C170 bitumen	Litre	408293	\$1.63	\$665,517.59
Supply, heat and spray C240 bitumen	Litre	0		\$0.00
Supply, heat and spray S35E bitumen	Litre	0		\$0.00
Supply, heat and spray Poly Modified Binder S45R	Litre	20000	\$1.95	\$39,000.00
Supply and incorporate: adhesion agent in binder	Litre	2093	\$1.80	\$3,767.40
Supply and incorporate: cutter oil in binder	Litre	7047	\$1.00	\$7,047.00
Supply 14mm Pre-coated Aggregate to Council designated stockpile sites within the Coolamon Shire	M3	1113	\$135.00	\$150,255.00
Supply 10mm Pre-coated Aggregate to Council designated stockpile sites within the Coolamon Shire	M3	683	\$135.00	\$92,205.00
Supply 7mm Pre-coated Aggregate to Council designated stockpile sites within the Coolamon Shire	M3	1278	\$135.00	\$172,530.00
Sweeping of Sprayed Bituminous Surfaces	M2	257575	\$0.18	\$46,363.50
Control of Traffic	day	15	\$2,650.00	\$39,750.00
				\$1,216,435.49

<b>DOWNER - TEMORA</b>		Price (excluding GST)	GST	Price (including GST)
<b>Lump sum price of Project</b>		\$1,261,265.00	\$126,126.50	\$1,387,391.50
<b>Schedule of Rates:</b>				
Unit of Measure	Quantity	Price (excluding GST)	GST	Price (including GST)
Supply, heat and spray C170 bitumen	Litre	0	\$0.00	\$0.00
Supply, heat and spray C240 bitumen	Litre	925000	\$1.24	\$1,147,000.00
Supply, heat and spray S35E bitumen	Litre	20000	\$1.75	\$35,000.00
Supply, heat and spray Poly Modified Binder S45R	Litre	20000	\$1.63	\$32,600.00
Supply and incorporate: adhesion agent in binder	Litre	9650	\$2.10	\$20,265.00
Supply and incorporate: cutter oil in binder	Litre	24000	\$1.10	\$26,400.00
Supply 14mm Pre-coated Aggregate to Council designated stockpile sites within the Coolamon Shire	M3	0	\$0.00	\$0.00
Supply 10mm Pre-coated Aggregate to Council designated stockpile sites within the Coolamon Shire	M3	0	\$0.00	\$0.00
Supply 7mm Pre-coated Aggregate to Council designated stockpile sites within the Coolamon Shire	M3	0	\$0.00	\$0.00
Sweeping of Sprayed Bituminous Surfaces	M2	0	\$0.00	\$0.00
Control of Traffic	day	0	\$0.00	\$0.00
<b>Bitumen Purchase Rate</b>		1	\$1,240.00	\$1,261,265.00
				\$1,261,265.00

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*J. J. Seymour*

MAYOR

*Maughan*

GENERAL MANAGER.

**ES9) ARDLETHAN SEWERAGE SCHEME – PROJECT STATUS REPORT – 13<sup>TH</sup>  
AUGUST 2020 (S.03-02, SC361)**

**Project Status**

Construction of the gravity reticulation system was completed during the second week of July with testing ongoing during the following week. The sewer pump station was commissioned on 23 July 2020 allowing the community to connect into the system from 20 July 2020.

There are still a handful of outstanding items required before issuing practical completion for the reticulation system and pump station. These include works as executed drawings, CCTV footage, and completed inspection and testing documentation. There remains a small amount of cleanup work to be completed at various locations across Ardlethan.

Works at the sewerage treatment plant have been hampered by intermittent wet weather. The majority of the work on the transfer pipework, pond construction and lining has been completed. Half of the transfer structures are finished with the remaining half approximately 50% complete. The transfer structures for the first facultative pond were completed during the second week of July allowing the pump station to be commissioned and for the system to commence operating.

**Time**

The duration of the construction program for the gravity reticulation system, rising main and pump station installation is 44 weeks from commencement of works. The program has been delayed intermittently by rain events and the presence of rock in some locations.

The duration of the construction program for the sewerage treatment plant is 18 weeks from commencement of works. The program has been delayed initially due to the unavailability of water for construction, then by subsequent rain events and issues with contractor resource availability largely due to plant allocation to bushfire fighting and recovery efforts during late 2019 and early 2020.

The following are some estimated key milestone dates:

Construction of treatment plant completed	August 2020
Construction of reticulation, rising main and pump station completed	July 2020
Ardlethan Sewerage Scheme completed and commissioned	July 2020
Payment of capital contribution by ratepayers	End May 2020

### Quality

The design for the Ardlethan Sewerage Scheme has been based on the applicable Water Services Association Codes, Australian Standards, contemporary best practice and Council standards. These requirements have been incorporated into the design and technical specification. It is a requirement of the construction contract(s) that the contractor prepares a comprehensive Project Quality Plan reflecting these requirements and inclusive of an Inspection and Test Plan. Some elements of compliance testing will be undertaken by Council via independent specialists as required.

Quality testing was undertaken to prequalify the contractors' construction methods. Once the construction methods had been prequalified a less frequent, random testing regime was implemented. Testing undertaken on both the sewerage treatment plant and gravity reticulation elements of the project have confirmed that the specifications have been met.

Testing of the gravity reticulation system is now complete. No significant issues were identified all minor issues were rectified prior to retesting.

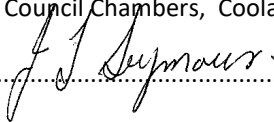
### Risk

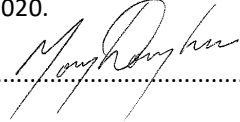
<b>Issues Register</b>	
<b>Issue</b>	<b>S60 Approval</b>
Actions to Date	Contact made with NSW DOI Water Manager Water and Sewerage and Regional Manager Water and Sewerage Nil feedback or input provided to date despite numerous attempts to make further contact S60 approval process requirements incorporated into design brief Relevant NSW DPI Water contact details provided to the design consultant Concept design forwarded to DoI Water Positive contact made with DoI Water confirming receipt of concept design Feedback received from DoI Water on the concept design Detailed design forwarded to DoI Water Discussions held with DoI Water on the detailed design and opportunities for improvements Feedback received from DoI Water on the detailed design
Further Actions	Prepare correspondence to DoI Water formally requesting S60 approval on the basis of incorporation of DoI feedback into the detailed design
<b>Issue</b>	<b>Rail Crossing</b>
Actions to Date	Contact made with John Holland Rail regarding requirements for rail line service crossings Engineering standards provided to the design consultant

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		John Holland Rail contact details provided to the design consultant Application made for in principal approval of rail crossing Application made for the installation of the rail crossing Ongoing discussions and negotiations with John Holland Rail to obtain the required approval All information required to support the application for approval provided to John Holland Rail Additional information requested by and provided to John Holland Rail Property licence for the rail underbore executed and returned to Transport for NSW via John Holland Rail Works complete
Further Actions		Provide as built details to John Holland Rail as required
Issue		<b>Burley Griffin Way Crossing(s)</b>
Actions to Date	to	Contact to be made with NSW Roads and Maritime Services to ascertain engineering standards and requirements Application made for in principal approval of road crossings Application made for the installation of the road crossings Approval received for road crossings Works complete
Further Actions		No further action
Issue		<b>Acquisition of Land for Pump Station</b>
Actions to Date	to	Critical dates for finalisation of pump station location incorporated into design brief The proposed location of the pump station site has been amended to refine the design, reduce cost and use already available land negating the requirement for further acquisition
Further Actions		No further action
Issue		<b>Bygoo Road Realignment Project</b>
Actions to Date	to	Design requirements around the road realignment project, including critical dates, incorporated into design brief Image of road realignment plan overlaid on aerial imagery incorporated into the design brief Project deferred due to land acquisition issues Refinements made to the concept design to minimise the number of crossings of the new road alignment Further adjustments made to sewer alignment and property service connections to minimise interaction with and impact on/by the future road
Further Actions		No further action
Issue		<b>Flood Works Approval for Treatment Plant</b>
Actions to Date	to	Research requirements for flood works approval Local analysis of flood extent and depth at treatment plant location Advice obtained from GHD regarding flood behaviour at

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.....  
..... MAYOR

.....  
.....GENERAL MANAGER.

		treatment plant site (flood fringe low hazard and flood free) Concept process design and layout indicate that the treatment plant can be accommodated on the available land outside of the 1 in 100 year flood extent Concept design layout completed confirming that the treatment plant lies outside of the 1 in 100 year flood extent Council resolution obtained confirming the floodplain extent for the purposes of project planning and environmental impact assessment
Further Actions		No further action
<b>Issue</b>		<b>Availability of Suitable Contractors</b>
Actions to Date	to	Contact made with potential design consultants to ascertain interest in bidding for and completing the work Design contract awarded to a suitably qualified and experienced consultant Construction contracts awarded to appropriately qualified and experienced contractors
Further Actions		No further action
<b>Issue</b>		<b>Construction Cost vs Available Budget</b>
Actions to Date	to	Discussions held with DoI Water on opportunities to reduce cost Further design refinements made to reduce complexity and cost of pump station, rising main and treatment plant Some elements of the reticulation system deferred for later construction as development occurs Construction of the third evaporation basin at the treatment plant deferred until required by load and/or climatic conditions Construction contract broken into three (3) components, resulting in lower cost than appointing a single contractor Some materials and services required for the project to be provided by Council
Further Actions		Ongoing cost control during construction Identify any further opportunities for cost savings during construction

### Procurement

With the main contracts for construction and the supply of the packaged pump station awarded, procurement activities are now limited to the items to be supplied by Council such as trench fill material, rock for treatment plant lining, road base, tree removal, utility connections, fencing and geotechnical testing.

These minor procurements have commenced and will be undertaken on an ongoing basis throughout the duration of the project.

### Activities Since Last Report

- Completion of the gravity reticulation system and rising mains
- Commissioning of the pump station

### Upcoming Activities

Completion of the construction of the treatment plant

### Project Management Hours

Since last report

24.5

Total

949.75

### Recommendation

For Council information.

**RESOLVED on the motion of Clr Jones and seconded by Clr Maslin that the report be received.** 158/08/2020

### ES10) ROAD CLOSURE REQUEST (R.09-10, SC344, RT1002470)

- Council is in receipt of correspondence dated 12<sup>th</sup> August, 2020 from Solicitors representing their client regarding the closure and purchase of a laneway dissecting their property. Attachment No. 11

This correspondence follows initial enquiries from them in February 2020 and investigations by Crown Lands advising the land was freehold, then subdivided by holder and most likely the laneway would have then become a Public Road under Council Control. A definite Road Authority has not been determined and further investigations through Commins Hendriks provides the following information:

- 1) *If the land meets the criteria in section 16(1) of the Act, ie. is land that is set aside for the purposes of a road left in a subdivision of land effected before 1<sup>st</sup> January 1907 or in a plan of subdivision that was registered by the Registrar-General before 1 January 1920 – then Council can, by notice published in the Gazette, dedicate the land as a public road. I note the plan appears to have been subdivided in 1913 given the handwritten words “subdivided in 1913” on the plan you provided us.*

- 2) *Once the land has been dedicated as a public road, then Council can apply to close the road, and have title issue in Council's name.*
- 3) *Council could then sell the land to the interested party.*

The applicant owns all surrounding land, no landholder will result in land lock, Council have no current or future use of the laneway and see no reason why closure and purchase cannot proceed. The process incurs a number of expenses that are listed below, which will be at the purchaser's expense:

Survey	4,522.00
Land Registry Initial Application	476.90
LPI Fees	136.30
Advertising	485.68
Legals	881.30
Council Administration - Land Value (969m2 @ \$1.62/m2)	1,570.00
Total:	\$8,072.18

These costs are yet to be relayed to the purchaser and acceptance of conditions will be required prior to proceeding with gazettal.

Recommendation

- 1) Council obtain acceptance of Conditions and Expenses from Purchaser.
- 2) On receipt of acceptance of Conditions, Council gazette the subject laneway as a dedicated Council Public Road.
- 3) Proceed with the road closure process.

**RESOLVED on the motion of Clr Jones and seconded by Clr McCann:** 159/08/2020

- 1) **That Council obtain acceptance of Conditions and Expenses from Purchaser.**
- 2) **That on receipt of acceptance of Conditions, Council gazette the subject laneway as a dedicated Council Public Road.**
- 3) **That Council proceed with the road closure process.**
- 4) **That the Seal of Council be affixed to any required documentation to allow the sale of the land if accepted by the proponent.**

**ES11) TENDER NO. 2020/04 - WINNING & CRUSHING OF RIDGE GRAVEL – LEWIS  
PIT (LF635, T.03-09, SC424)**

Tenders were received for the above Contract.

- The **attached sheet** provides a detailed breakdown of the tenders.

COST

This is a schedule of rates tender with seven tenders received (5 conforming, 2 non-conforming) ranging from \$166,000 to \$314,700. Tenders have provided rates for crushing only, winning only and crushing & winning, Council has a preference to engage the one Contractor for both winning and crushing.

Regional Quarries Australia Pty Ltd, is non-conforming due to missing pre-tender site meeting and not achieving excavation, stockpiling and reinstatement requirements. Civcrush Pty Ltd was also non-conforming due to insufficient costing provided for excavation.

Milbrae Quarries Pty Ltd is the most financially beneficial to Council with a tender price of \$193,120 and followed by Rocky Point Quarries Pty Ltd with a submission of \$230,310.

PERFORMANCE

Milbrae Quarries have been engaged by Council to win and crush gravel at Councils gravel pits in past years with previous local knowledge of Lewis pit. Milbrae Quarries have carried out their operations in a very capable manner and to a standard which satisfies both Council and the Department of Mineral Resources.

AVAILABILITY

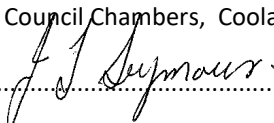
Milbrae Quarries are able to commence works by late September and anticipate the tender to be finalized by end 2020.

Recommendation

That Council accepts the Tender from Milbrae Quarries Pty Ltd for the Winning and Crushing of Ridge Gravel (as per specification) for the net figure of \$193,120 (excluding GST).



**RESOLVED** on the motion of Clr Hutcheon and seconded by Clr White that Council accepts the Tender from Milbrae Quarries Pty Ltd for the Winning and Crushing of Ridge Gravel (as per specification) for the net figure of \$193,120 (excluding GST). 160/08/2020

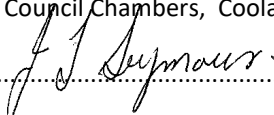
  
..... MAYOR

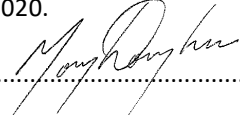
  
.....GENERAL MANAGER.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 20<sup>TH</sup> AUGUST, 2020.

TENDER 2020/04 WINNING AND CRUSHING OF RIDGE GRAVEL - LEWIS PIT					
<b>1</b>	<b>DENRITH PTY LTD</b>	<b>Qty (m3)</b>	<b>\$/m3 (ex GST)</b>	<b>Total (ex GST)</b>	<b>Rank / Total Amount</b>
A	Winning Ridge Gravel 20,000m3	20,000	\$5.24	\$104,775.00	<b>5</b>
B	Crushing (40mm)	12,000	\$10.20	\$122,400.00	
	Crushing (20mm)	8,000	\$10.80	\$86,400.00	
C	Winning Ridge Gravel 20,000m3	20,000	\$0.00	\$0.00	<b>\$314,700.00</b>
	Crushing (40mm)	12,000	\$14.92	\$179,040.00	
	Crushing (20mm)	8,000	\$15.52	\$124,160.00	
	Site Establishment	1	\$11,500.00	\$11,500.00	
<b>2</b>	<b>LIMA SOUTH QUARRY</b>	<b>Qty (m3)</b>	<b>\$/m3 (ex GST)</b>	<b>Total (ex GST)</b>	<b>Rank / Total Amount</b>
A	Winning Ridge Gravel 20,000m3	20,000	\$4.95	\$99,000.00	<b>3</b>
B	Crushing (40mm)	12,000	\$10.80	\$129,600.00	
	Crushing (20mm)	8,000	\$9.00	\$72,000.00	
C	Winning Ridge Gravel 20,000m3	20,000	\$3.00	\$60,000.00	<b>\$236,000.00</b>
	Crushing (40mm)	12,000	\$9.00	\$108,000.00	
	Crushing (20mm)	8,000	\$7.95	\$63,600.00	
	Site Establishment	1	\$4,400.00	\$4,400.00	
<b>3</b>	<b>BALD HILL QUARRY</b>	<b>Qty (m3)</b>	<b>\$/m3 (ex GST)</b>	<b>Total (ex GST)</b>	<b>Rank / Total Amount</b>
A	Winning Ridge Gravel 20,000m3	20,000	\$6.64	\$132,800.00	<b>4</b>
B	Crushing (40mm)	12,000	\$7.78	\$93,360.00	
	Crushing (20mm)	8,000	\$10.07	\$80,560.00	
C	Winning Ridge Gravel 20,000m3	20,000	\$6.46	\$129,200.00	<b>\$308,120.00</b>
	Crushing (40mm)	12,000	\$7.78	\$93,360.00	
	Crushing (20mm)	8,000	\$10.07	\$80,560.00	
	Site Establishment	1	\$5,000.00	\$5,000.00	
<b>4</b>	<b>ROCKY POINT QUARRIES</b>	<b>Qty (m3)</b>	<b>\$/m3 (ex GST)</b>	<b>Total (ex GST)</b>	<b>Rank / Total Amount</b>
A	Winning Ridge Gravel 20,000m3	20,000	\$4.70	\$94,000.00	<b>2</b>
B	Crushing (40mm)	12,000	\$6.70	\$80,400.00	
	Crushing (20mm)	8,000	\$6.90	\$55,200.00	
C	Winning Ridge Gravel 20,000m3	20,000	\$4.60	\$92,000.00	<b>\$230,310.00</b>
	Crushing (40mm)	12,000	\$6.60	\$79,200.00	
	Crushing (20mm)	8,000	\$6.80	\$54,400.00	
	Site Establishment	1	\$4,710.00	\$4,710.00	
<b>5</b>	<b>MILBRAE QUARRIES</b>	<b>Qty (m3)</b>	<b>\$/m3 (ex GST)</b>	<b>Total (ex GST)</b>	<b>Rank / Total Amount</b>
A	Winning Ridge Gravel 20,000m3	20,000	\$3.00	\$60,000.00	<b>1</b>
B	Crushing (40mm)	12,000	\$6.40	\$76,800.00	
	Crushing (20mm)	8,000	\$7.04	\$56,320.00	
C	Winning Ridge Gravel 20,000m3	20,000	\$3.00	\$60,000.00	<b>\$193,120.00</b>
	Crushing (40mm)	12,000	\$6.40	\$76,800.00	
	Crushing (20mm)	8,000	\$7.04	\$56,320.00	
	Site Establishment	1	\$0.00	\$0.00	
<b>6</b>	<b>REGIONAL QUARRIES AUST</b>	<b>Qty (m3)</b>	<b>\$/m3 (ex GST)</b>	<b>Total (ex GST)</b>	<b>Rank / Total Amount</b>
A	Winning Ridge Gravel 20,000m3	20,000	\$3.50	\$70,000.00	
B	Crushing (40mm)	12,000	\$4.60	\$55,200.00	
	Crushing (20mm)	8,000	\$5.10	\$40,800.00	
C	Winning Ridge Gravel 20,000m3	20,000	\$3.50	\$70,000.00	<b>\$166,000.00</b>
	Crushing (40mm)	12,000	\$4.60	\$55,200.00	
	Crushing (20mm)	8,000	\$5.10	\$40,800.00	
	Site Establishment	1	\$0.00	\$0.00	
<b>7</b>	<b>CIVCRUSH PTY LTD</b>	<b>Qty (m3)</b>	<b>\$/m3 (ex GST)</b>	<b>Total (ex GST)</b>	<b>Rank / Total Amount</b>
A	Winning Ridge Gravel 20,000m3	20,000	NON CONFORMING		
B	Crushing (40mm)	12,000	\$11.25	\$135,000.00	
	Crushing (20mm)	8,000	\$11.96	\$95,680.00	
C	Winning Ridge Gravel 20,000m3	20,000		\$0.00	<b>\$5,000.00</b>
	Crushing (40mm)	12,000		\$0.00	
	Crushing (20mm)	8,000		\$0.00	
	Site Establishment	1	\$5,000.00	\$5,000.00	

This is Page No. 42 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 20<sup>th</sup> August, 2020.

 MAYOR

 GENERAL MANAGER.

↑ **ADJOURNMENT**

The meeting adjourned at 3.46pm to undertake a presentation to Service Awards to long serving employees.

The meeting reconvened at 4.12pm.

#### 4.4) EXECUTIVE MANAGER, DEVELOPMENT & ENVIRONMENTAL SERVICES' REPORTS

##### HS1) DEVELOPMENT ACTIVITY REPORT FOR THE PERIOD ENDING 31<sup>ST</sup> JULY, 2020 (B.05-03, SC58)

###### Summary

This report advises of the Development Application activity for the month of July 2019.

###### Development Activity Table

Application Number	Type	Address	Determination	Value
CDC 2020/08	New In ground Swimming Pool	37 Hannah Street, Ganmain	Approved	\$59,000.00
DA 2020/35	Change of Use from Railway Station Building to Food and Drink Premises (Café) with outdoor seating	Wade Street, Coolamon	Approved	\$18,000.00
DA 2020/36	New Shed	38 Don Street, Marrar	Approved	\$19,500.00
DA 2020/38	Shed & Silo Addition to an existing grain storage facility	Lyne Street, Marrar	Approved	\$120,000.00
DA 2020/39	Continued use of existing shed	3 Don Street, Marrar	Approved	N/A
DA 2020/40	New Shed	83 Iverach Street North, Coolamon	Approved	\$19,000.00
DA 2020/41	Construction of New Pound Facility	Loughnan Street, Coolamon	Approved	\$120,000.00
DA 2020/45	New Single Dwelling & Attached Garage	45-47 Mimosa Street, Coolamon	Approved	\$312,269.00
DA 2020/43	New Single Dwelling & Attached Garage	25 Maxwell Drive, Coolamon	Approved	\$556,050.00
DA 2020/46	Rural Residential Subdivision of 1 Lot into 2 Lots	Lyne Street, Marrar	Approved	N/A
DA 2020/47	New Shed	43 Lime Street, Marrar	Approved	\$8,000.00
DA 2020/42	New Shed	55 Moses Road, Coolamon	Approved	\$18,000.00
CDC 2020/09	New Single Dwelling & Attached Garage	38 Wallace Street South, Coolamon	Approved	\$376,666.00
<b>TOTAL: 13</b>			<b>13</b>	<b>\$1,626,485.00</b>

###### Financial Implications

There are nil financial implications to Council as a result of this report.

### Consultation

Applications have been notified and exhibited in accordance with Council's Development Control Plan as required.

### Recommendation

That Council receive and note this report on development activity for the period up to 31<sup>st</sup> July, 2020.

**RESOLVED on the motion of Clr McCann and seconded by Clr Maslin that Council receive and note this report on development activity for the period up to 31<sup>st</sup> July, 2020.** 161/08/2020

## HS2) BUILDING AND ASSET PROJECT STATUS REPORT (B.05-01, SC56)

### Summary

This report provides a brief update on the status of various building projects within the Shire.

### Project Status

Project Item	Commencement Date	Estimated Completion Date
Ardlethan Museum	February 2020	August 2020
Allawah Stage 2 and 3	May 2020	TBC (delayed by COVID) – various stages commenced
Beckom Hall Upgrades	March 2020	July 2020
Coolamon Child Care Centre	November 2020	Completed – Final Handover Scheduled for 10 August 2020
Ganmain Historical Society	June 2020	Completed
Coolamon Showground Upgrade Works - various	2020	Basically completed
Coolamon SES / RFS Shed Upgrade	March 2020	Completed
Ardlethan Showground	June 2020	December 2020
LRCIP - Ardlethan Entries	February 2021	April 2021
LRCIP -Ardlethan Museum Solar	July 2020	August 2020
LRCIP - Mullins Centre Solar	July 2020	August 2020
Ardlethan Preschool Landscaping	July 2020	August 2020
LRCIP -Beckom Park Upgrade	August 2020	October 2020
LRCIP - Ganmain Plaza Landscaping	August 2020	November 2020
LRCIP - UTDS Landscaping and Storage	September 2020	March 2021

### **Financial Implications**

There are no adverse financial implications resulting from this report or the construction projects identified in this report. Funding for the projects is within budget and generally comprises of grant funding received from a combination of both Federal and State Funding Streams.

As you are aware Council is responsible for providing a range of services to the community. Local government services all bear similar characteristics: they are capital-intensive, have a significant fixed cost component and can incur significant ongoing maintenance and operating costs.

Given the importance of financial sustainability in local government, considering of whole-of-life costs is critical when deciding on a new service or investment. As a council it is imperative that the financial implications of projects are assessed not only on the upfront capital cost today but also from a whole-of-life perspective. Whole-of-life costs can include ongoing operating and maintenance, refurbishments, rehabilitation and disposal costs.

It should be noted that many of the projects identified within this report will have ongoing operational costs associated with them. For example, the completion of the new toilet at Bicentennial Park Marrar will result in an annual external contract cleaning cost of:

**\$1955.20 per annum**

The cleaning of the existing public toilet incurs an annual sum of \$2202.20 (GST Inc.) per annum. Thus the total annual cost for public toilet cleaning in Marrar will now be \$4,157.40.

### **Recommendation**

That Council note the report titled 'Building Project Status Report'.

**RESOLVED on the motion of Clr McKinnon and seconded by Clr Crocker that Council note the report titled 'Building Project Status Report'. 162/08/2020**

**HS3) REROC WASTE FORUM CRC COMMUNICATION AND EDUCATION REPORT  
2019-20 (R.06-04, SC530)**

**Summary**

This report presents the REROC Waste Forum Community Recycling Centre Communication and Education Report 2019 – 2020.

**Attachments**

→ REROC Waste Forum CRC Communication and Education Report 2019-20.  
Attachment No. 8

Recommendation

That Council note the Report titled 'REROC Waste Forum CRC Communication and Education Report 2019-20'.

**RESOLVED on the motion of Clr Hutcheon and seconded by Clr Logan that Council note the Report titled 'REROC Waste Forum CRC Communication and Education Report 2019-20'. 163/08/2020**

**HS4) AMENDED DEVELOPMENT APPLICATION 2020/37 - SUBDIVISION AND  
EXTRACTIVE INDUSTRY (GRAVEL QUARRY) (RT1002982, G.04-02, SC561)**

Applicant	Coolamon Shire Council
Owner	Edward John Hutcheon
Development Cost	Not Applicable
Development Description	The development involves the subdivision of existing Lot 298 DP 750846 (164.94 hectares) into two lots, being proposed Lot 81 (159.7 hectares) and proposed Lot 82 (4.937 hectares). The applicant also proposes to extract gravel material. The total land extraction area for proposed quarry operations encompasses 1.9 hectares and the applicant proposes to extract no more than 29,000 cubic metres of material per year. The proposed quarry has a working life of 60 years. The purpose of the subdivision to enable Council to purchase the land where the quarry will operate.
Amended Development Application Description	Not Applicable

### **Key Considerations**

The use is permitted in the RU1 (Primary Production) Zone with Council consent and has an approved development consent.

### **Assessment**

#### Criteria for the Development Application Report

### **Determination Body Reason**

The application has been referred to Council for determination as Council is the applicant.

The application was assessed by Temora Shire Council.

### **Consultation**

The application was notified to adjoining land owners for 14 days in accordance with Section 14.3 of the CDCP 2015. The development was notified to adjoining residents from 25 June 2020 until the 9 July 2020.

No submissions were received in relation to the proposed modification.

### **Reasons for Approval (Summary)**

The assessment undertaken by Temora Shire Council has identified that:

- The proposed subdivision component of the application is permitted with consent.
- The extractive industry component application is for a use which is permitted in the RU1, Primary Production Zone.
- It is considered that impacts identified during the assessment process are acceptable and can be addressed via conditions of development consent.
- It is considered that the potential benefits of the proposed development will outweigh any potential negative impacts associated with subject approval.
- It is considered that the proposed development has the potential to positively contribute to the social and economic viability of the locality.
- The development complies with the requirements of the Environmental Planning and Assessment Act 1979 and will not compromise the outcomes sought for the Coolamon Local Environmental Plan 2011 and Coolamon Development Control Plan 2015.



### Site Location

The development is situated on land that is zoned RU1 Primary Production and is currently used for cropping purposes. The site is 4km North West of Coolamon and is adjoined by RU1 zoned land that is primarily used for agricultural purposes, as well as an existing quarry, which is proposed to be extended into new Lot 82 as part of this application. The site is proposed to be accessed off the sealed Ardlethan Road. No extension of the existing quarry access will be required as movements will be within the gravel pit. The use of the subject land for extension of the existing quarry is considered to be an acceptable use. It is accepted that the proposed extension of the existing quarry will cause no greater noise, air or visual impact than the existing quarry operations.

The nearest occupied residence is over 1.1km away and it is agreed that the proposed extension to the quarry will have no greater impact upon this residence than the existing quarry.

The site is identified as bushfire prone land however as the proposed land use does not involve residential use or a special fire protection purpose, no referral to the Rural Fire Service is necessary.

There are no impacts on water, soil erosion, Aboriginal heritage, European heritage, waste management, or flora and fauna as part of this development.

### Diagram: Site and Locality Plan:

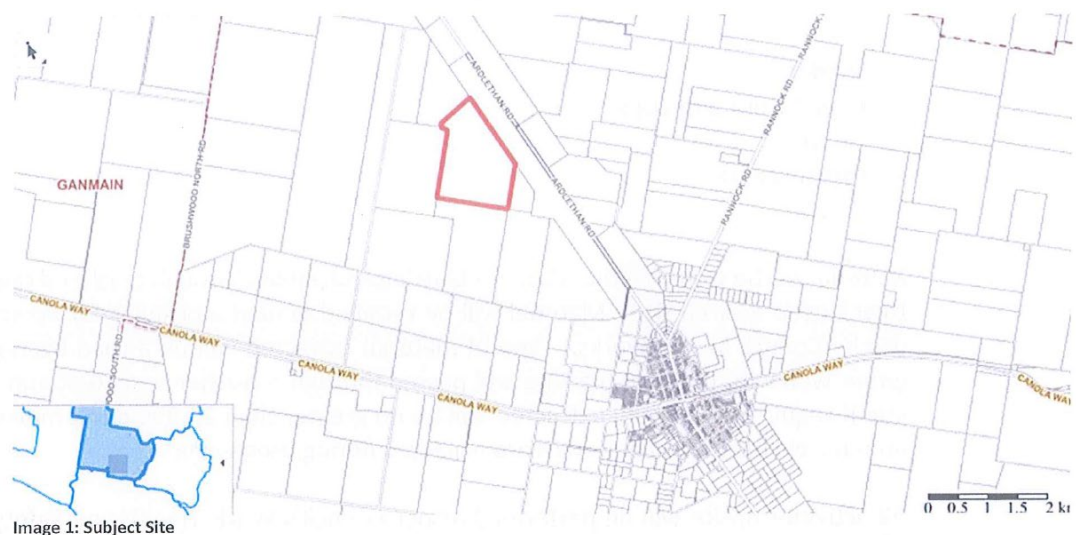


Image 1: Subject Site

### **Policy**

- State Environmental Planning Policy (Mining, Petroleum Production and Extractive Industries) 2007
- State Environmental Planning Policy No.33 – Hazardous and Offensive Development
- State Environmental Planning Policy No 55 – Remediation of Land
- Coolamon Local Environmental Plan 2011
- Coolamon Development Control Plan 2015

### **Quadruple Bottom Line Analysis**

For a complete analysis of the governance, social, environmental and economic considerations please refer to s4.15 Report, attached.

### **Risk Management Issues from the Council**

Refusal of the application on unjustified grounds or approval of the application without adequate statutory planning or impact considerations may result in an appeal process in the Land and Environment Court which will have to be defended by Council.

### **Internal / External Consultation**

See the Section 4.15 Evaluation report for full details of all consultation.

### **→ Attachments**

1. Section 4.15 Assessment Report **Attachment No. 9.1**
2. Plans **Attachment No. 9.2**
3. Statement of Environmental Effects **Attachment No. 9.3**

### **Recommendation**

That Council approve Development Application 2020/37 for a two (2) lot Subdivision and Extractive Industry (Gravel Quarry) located at Lot: 298, DP: 750846, 445 Ardlethan Road, Coolamon, NSW, subject to the conditions listed in the attached 4.15 Evaluation Report.

***Clr Hutcheon declared a non-pecuniary interest as a result of his relationship with the Owner of the land on which the development is proposed and left the meeting room at 4.18pm.***

**RESOLVED** on the motion of Clr McCann and seconded by Clr McKinnon that Council approve Development Application 2020/37 for a two (2) lot Subdivision and Extractive Industry (Gravel Quarry) located at Lot: 298, DP: 750846, 445 Ardlethan Road, Coolamon, NSW, subject to the conditions listed in the attached 4.15 Evaluation Report. 164/08/2020

*The Mayor called for a division*

*Those voting in favour of the motion: All those present*

*Those voting against the motion: Nil*

**Clr Hutcheon returned to the meeting room at 4.21pm.**

#### **HS5) COUNCIL CLEANUP (G.01-03, SC192)**

Council conduct an annual cleanup for large household items throughout the towns and villages of the Shire.

Generally, this is undertaken in September or October and is juggled around the Engineering staff's work programme. This year it is proposed that the collection week will be from Monday, 7<sup>th</sup> to Friday, 11<sup>th</sup> September, 2020.

This collection is for residential properties and of a domestic scale.

Council envisage that we will see an increase in collection items due to increased surveillance and operation of our landfill facilities. For this reason, Council will need to review what is considered acceptable and how this will be managed.

Council will need to commence the advertising for this Council Cleanup.

#### Recommendation

- 1) That Council approve the annual kerbside collection for the 7<sup>th</sup> to 11<sup>th</sup> September, 2020.
- 2) That Council commence the advertising process to inform the community.

**RESOLVED** on the motion of Clr Hutcheon and seconded by Clr White: 165/08/2020

- 1) **That Council approve the annual kerbside collection for the 7<sup>th</sup> to 11<sup>th</sup> September, 2020, and**
- 2) **That Council commence the advertising process to inform the community.**

## HS6) SHIPPING CONTAINERS (B.05-01, SC56)

### Summary

This report presents to Council information on Shipping Containers located on land within the Local Government Area (LGA) and actions that are currently being undertaken to ensure compliance with State and Local Government Planning Controls which regulate such structures.

### Background

In response to complaints received at Council pertaining to the impact that the locating of an increasing number of shipping containers on land was having on the amenity and streetscape at various locations within the LGA, Council Staff initiated actions to identify the location of such structures within the LGA and work with landowners to ensure that the location, use and construction requirements related to shipping containers were consistent with State and Local Planning Policy.

Table 1 below identifies the number of shipping containers in the LGA by Town/Village:

Town / Village	Number of Shipping Containers
Ardlethan	4
Coolamon	34
Ganmain	15
Marrar	4
Matong	2

**Note:** The identification of shipping containers was undertaken by desk top mapping analysis and site inspection for Coolamon (the other towns and villages will also have additional site visits undertaken). Council Staff concede that there may have been shipping containers that were missed during the identification exercise.

In June 2020 the following item/article was published in the Community Newsletter:

### Installation of Shipping Containers

Development consent may be required for the installation of shipping containers.

Do you have a shipping container located on your land?

If your Land is zoned RU5 (Village) you will require development approval from Council to locate a shipping container on the property. Shipping containers located on RU1 (Primary Production) and RU4 (Rural Small Holdings) may be exempt from the need to obtain development approval if they comply with certain development standards (this should be confirmed with Council).

The installation of a shipping container is often seen as a cost effective option for storage. However, it is illegal to install a shipping container on land without development consent where consent is required. In addition, Council's Development Control Plan requires all shipping containers to be tied down to an adequate footing system designed by a Structural Engineer.

If you have a shipping container on your land and it does not have the appropriate approval it is requested that you either remove the container or lodge a development application with Council. Contact Council's Development and Environmental Directorate on 6930 1800 to learn more and make sure you are not liable for enforcement action.

In conjunction with the June 2020 newsletter, Council Staff created letters to all landowners in the Township of Coolamon that had been identified as having a shipping container. It was considered that given staff resourcing constraints the regulation of Shipping Containers should be undertaken one town or village at a time.

On 18<sup>th</sup> June 2020, Council distributed a letter to all landowners in Coolamon advising them that:

*Council have recently become aware of the installation of a shipping container at your premises.*

*In accordance with the Environmental Planning & Assessment Act 1979 and the Coolamon Local Environmental Plan 2011 the works undertaken require development approval. A review of Council records has indicated that no such consent has been granted.*

*Council requires that you either remove the shipping container or lodge with Council, a combined development and construction certificate application within 14 days.....*

Responses were received from 16 landowners from the 34 of landowners who received the letter. Many of these landowners had not followed up and undertaken required actions to work with Council to resolve shipping container matters as they apply to the subject sites.

On the 30<sup>th</sup> July 2020, land owners in Coolamon who had not contacted Council and undertaken required actions were issued with a Notice of Intention and Draft Order. The draft order required them, dependent on the land use zone on which the shipping container (s) was located in:

**RU5 (Village Zone)**

To:

- 1) Remove the Shipping Container; or
- 2) Lodge with Council a Combined Development and Construction Certificate Application with all required application documentation.

**RU4 (Primary Production Small lots)**

To:

- 1) Remove the Shipping container (s) from your property within 30 days; or
- 2) Arrange an inspection with Council staff and demonstrate / provide appropriate documentation to confirm compliance with the following development standards:
  - (a) the development must not be higher than—
    - (i) for a landholding that has an area of less than 10ha—7m above ground level (existing), and
    - (ii) for a landholding that has an area of 10ha or more—10m above ground level (existing),
  - (f) the development must be located at least 20m from any road boundary and have a minimum setback from any other boundary as shown in the table to this paragraph—

Building footprint	Minimum setback from boundary
0–100m <sup>2</sup>	10m
>100m <sup>2</sup> –200m <sup>2</sup>	50m

- (g) a farm building must be located at least 6m from any other farm building (including any farm building that is a stock holding yard, grain silo or grain bunker) on the landholding or on an adjoining landholding,
- (i) the development must be designed by, and constructed in accordance with the specifications of, a professional engineer,

- (j) if the development is a shipping container, there must not be more than the following number of shipping containers per landholding—
  - (i) for a landholding that has an area of less than 400ha—1,
  - (ii) for a landholding that has an area of 400ha or more—5,

**Note:** *Noncompliance with the above would require submission of a Development Application for assessment.*

### **Legislative / Policy Implications**

The use of shipping containers is regulated under both State and Local Planning Policy.

State Environmental Planning Policy (Exempt and Complying Code) 2008 Section 2.32 outlines the following requirements for shipping containers:

- (a) *the development must not be higher than—*
  - (i) *for a landholding that has an area of less than 10ha—7m above ground level (existing), and*
  - (ii) *for a landholding that has an area of 10ha or more—10m above ground level (existing),*
- (f) *the development must be located at least 20m from any road boundary and have a minimum setback from any other boundary as shown in the table to this paragraph—*

<b>Building footprint</b>	<b>Minimum setback from boundary</b>
0–100m <sup>2</sup>	10m
>100m <sup>2</sup> –200m <sup>2</sup>	50m

- (g) *a farm building must be located at least 6m from any other farm building (including any farm building that is a stock holding yard, grain silo or grain bunker) on the landholding or on an adjoining landholding,*
- (i) *the development must be designed by, and constructed in accordance with the specifications of, a professional engineer,*
- (j) *if the development is a shipping container, there must not be more than the following number of shipping containers per landholding—*
  - (i) *for a landholding that has an area of less than 400ha—1,*
  - (ii) *for a landholding that has an area of 400ha or more—5,*

The Coolamon Development Control Plan 2015, Section 27 provides the following:

## 27. Shipping Containers & Rail Carriages

The use of shipping containers and rail carriages for any purpose requires development consent unless the shipping containers or rail carriages are fully located within a building as part of an approved use or are part of the operation of a transport depot or related approved activity.

### 27.1 Objectives

The objectives of these controls are:

- To ensure adequate amenity/streetscape protection when the installation of a shipping container or rail carriage is approved;
- To apply development controls that guide the approval and installation of shipping containers and rail carriages.

### 27.2 Application of Controls

These controls apply to the following types of development:

- Shipping containers; and
- Rail carriages.

### 27.3 Development Standards

The following development standards apply:

#### Shipping Containers ONLY

- Must not be visually intrusive when viewed from a public place or neighbouring property, and must therefore be screened and painted in a colour consistent with other development on the site.
- Must be provided with a means of exit whereby persons within the container can exit should it be closed from the outside, *or alternatively* be fitted with an internally operated alarm that is to be maintained and regularly tested.
- Shipping containers may be used for temporary purposes without the need for consent for a time not exceeding six months.

#### Shipping Containers and Rail Carriages

- Are not to be located within a front or side setback;
- Are limited to either 1 shipping container or rail carriage per property;
- Are to be free of major rust or rot and be in a structurally stable condition;
- Must be installed and tied-down to a concrete slab

#### **Advisory Note:**

The use to which a shipping container or rail carriage is to be put must be a permissible use within the relevant zone, and be related to the predominant use of the land.

#### **Explanatory Notes:**

Shipping containers may be an economical means of providing storage, however they are often considered to be visually intrusive and unappealing. These controls aim to minimise the visual impact of shipping containers and therefore reduce any potential negative streetscape impact.

Even though shipping containers and rail carriages are heavy by nature, they are still subject to uplift forces just the same as any home, shed or outbuilding.

#### **Figure 25.3:**

Shipping containers must be secured to the ground similar to any other structure subjected to uplift forces. (2014)



MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
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or foundations capable of supporting the combined weight of the container/carriage and its contents. The method of tie-down and slab/foundation design must be certified by a practicing structural engineer. Where foundations are used in place of a concrete slab, a hard-stand surface such as compacted gravel (or the like) must be used.



Council staff have identified a number of properties that do not comply with the development standards identified in the SEPP (State Environmental Planning Policy), examples being that they have more than one shipping container located on them or do not comply with nominated setback requirements. The land owners that do not comply with nominated standards / controls will have to lodge a Development Application that will required to be determined by the elected Council as it will not be compliant with the above Control. The Development Application for land owners with more than one container will also be notified to neighbouring residents for 14 days.



**Image 1: Shipping Container on Road Reserve without Consent or Tie down on Entrance to Town. RU5 Village Zone**



**Image 2: Two Shipping Containers on Private Property in RU5 Village Zone.**



**Image 3: Shipping Container in front of dwelling house on in RU4  
Primary Production Small Lots Zone**

### **Next Steps**

The notice of intention that was sent to Coolamon landowners expires on 17 August 2020 at which time, Orders will be sent to those landowners who have not responded to Council or addressed the requirements outlined in the draft order. The order will require the land owners to comply within 30 days in the terms outlined elsewhere in this report.

### **Financial Implications**

There are no adverse financial implications to Council resulting from this report.

### **Consultation**

As previously identified in this report, Council created an article for the June Newsletter which was sent to all landowners in the Shire.

Landowners with shipping containers were also sent:

- A letter on 18 June 2020; and
- Notice of Intention to Issue and Order and Draft order on 30 July 2020.

Consultation has also been undertaken with relevant internal Council staff.

### **Conclusion**

The application of the relevant controls and standards relating to shipping containers is not a new requirement, it appears that there is some confusion created between the exemption requirements and the 6 month temporary non approval requirement. Council staff are endeavouring to work with landowners to address any confusion and implement requirements in a collaborative manner.

The issues raised in this report and the influx of containers within the Shire has resulted in concerns being raised with Council about the impacts that the location of such structures has on streetscapes and the equitable application of planning legislation (approval requirements) within the Shire.

### Recommendation

That Council note the Report titled 'Shipping Containers'.

**RESOLVED on the motion of Clr McCann and seconded by Clr Hutcheon:**

166/08/2020

- 1) That Council note the Report titled 'Shipping Containers'.**
- 2) That Council provide additional information and educational material to the public explaining Council's Planning and Building Regulations.**

**HS7) LANDFILL RECLAIM / TIP SHOP REPORT (G.01-01, SC529)**

**Summary**

This report presents information and options for Councils consideration in regards to the provision of a landfill Reclaim Service / Tip Shop within the Local Government Area (LGA).

**Background**

Council operates four (4) landfill sites within the LGA. These sites include:

- Ardlethan
- Coolamon
- Ganmain
- Marrar

Resource recovery practices at Councils landfills are relatively consistent across the Shire. The most commonly collected materials for recovery are metals, cardboard, paper, electronics, gas bottles, motor oil and car bodies. Council's landfill sites service different communities and the waste generated and disposed of at each of these site varies in quantities.

Up until 2018, Council utilised external contractor arrangements for the management of its landfill sites. In 2018, Council employed two (2) Full Time Equivalent Staff Members to operate its landfill facilities.

A Landfill Tip Shop was operated at the Coolamon Tip when the landfills were managed by an external contractor. This practice ceased in 2018 when Council employed Full Time Staff as it was identified that the operation of a tip shop/reclaim services was resource intensive and presented fraud and public liability exposure issues for the organisation.

Since the time that management practices have changed at the landfill sites, Council has received inquiries and requests from customers to establish a landfill tip shop and to allow scavenging practices to occur.

This report presents options to Council for consideration in regards to the provision of a landfill Reclaim Service / Tip Shop at a landfill (s) within the LGA and seeks Councils direction on progressing the matter.

## Aims and Objectives

The Coolamon Shire Council Waste and Resource Recovery Strategy 2017 -2023, identifies the key strategic outcomes that Council is aiming to achieve via waste management, these are to:

- Make a positive contribution towards the achievement of NSW's Waste and Resource Recovery Strategy targets;
- Reduce the amount of waste that is being directed to landfills;
- Improve and increase current services for household recycling and organics collection;
- Provide community education on best practice waste management; and
- Provide a sustainable and healthy environment through reducing the incidences of litter, illegal dumping, and number of landfills across the region.

The success of the Waste Strategy is dependent on identifying appropriate mechanisms to achieve Councils nominated targets. Identifying suitable delivery mechanisms requires the consideration of different options and an evaluation of the contribution that those options will make towards putting in place realistic actions that can be achieved.

When Council adopted the Waste Strategy it prioritised the following options that would be implemented as part of an Action Plan:

Area for Change	Opportunities
Transfer Station	Investigate opportunities to close the Coolamon Landfill Site and convert into a transfer station Model transfer station design Potential for installing weighbridge
Landfill Management	Landfill rationalisation review Management of Landfill – Contractor Vs Employees Model landfill closure plan Landfill compaction rate study
Organics Collection and Management	Extension of FOGO collection services Composting opportunities Promotion of home composting Food/protein processing Green waste marketing plan
Resource Recovery	Kerbside collection services Increased recovery rates through education Community recycling centre – greater use through education and awareness Household hazardous waste service – extension of current service Public place recycling bin opportunities Bin audits Tyre recycling E - waste collection Mattress collection Container Deposit Scheme Collection Agency
C and I and C and D Resource Recovery	Onsite separation for C & I / C & D Small and medium businesses C & I recycling Hard plastic recycling
Other	Illegal dumping Littering Asbestos Plastic bag ban/reduction Bulky waste collections

**Table 1: Options of potential opportunities**

Whilst not specifically listed as an action plan option in the Waste Management Strategy, it is considered appropriate that the option of a Tip Shop or Reclaim Service be explored and a cost benefit exercise of such an initiative be undertaken.

It is clear that at a glance, the benefits of implementing a Tip Shop or Reclaim Service at a landfill(s) in the Shire should encompass the following:

- Reduction in waste to landfill;
- Increased recycling; and
- Economic benefits.

The disadvantages or matters that need to also be considered when considering what option, if any to proceed with include:

- Cost of providing such a service (is this the best use of council staff considering that staff have little scope to add such a service to their current workload) and is the economic investment worth the economic return;
- Environmental value / benefit (how much waste would really be diverted from landfills from such an exercise when considered in conjunction with the wide area of recycling activities that already occur at Councils Landfill Facility);
- Public liability considerations and increased exposure from having an increased number of customers frequent the site (s) with all of its associated risks.

## Options

### ***Reclaim Service - Council Staff***

One option for the implementation of a tip shop would be for Council Landfill operators to operate such a service in a designated area within one of the landfills.

As previously mentioned, Council staff have little capacity to undertake such an activity when considering current work load and what should be the primary objectives of their current roles.

The land fill sites have environmental licensing obligations and Council is required by the State Government (EPA) to ensure that all its landfills are operated in accordance with license conditions and environmental standards. Compliance with licensing/environmental performance standards comprises a significant component of Landfill Staff current workload.

Council staff currently undertake the following duties at landfill sites within the Shire:

- Plan and coordinate the Solid Waste Team's work activities including plant, materials and contractors.
- Undertake waste management labouring duties including managing the disposal of domestic, commercial and building waste, and contaminated waste; assisting in the transitioning to operation of the waste transfer station; fencing and litter control; mowing, slashing and tree planting; traffic management; earthworks and waste cell construction; road and rubbish cell maintenance; and implementing and monitoring soil, sediment and pollution control measures; site rehabilitation works; and site safety and security.
- Oversee the implementation of capital improvements and maintenance.
- Oversee cash collection and undertake end-of-day reconciliation and banking ensuring compliance with procedures and protocols.
- Ensure all operations at waste management facilities are undertaken in accordance with workplace safety compliance requirements including utilisation and maintenance all items of Council plant, equipment, tools (hand and power) and personal protective equipment and clothing (PPE/C).
- Maintain, analyse and report on statistical data including waste facility usage.
- Ensure compliance with Councils Policies, Procedures, Systems and processes as well as legislative requirements relevant to the position. Including but not limited to Workplace Health and Safety, Equal Employment Opportunities and Code of Conduct.

Whilst the option of having Council staff manage a tip shop / reclaim service could be viewed as an upfront cost savings, it would be delivered at the sacrifice of ensuring that landfills were managed/operated in accordance with environmental and licensing requirements.

Council may consider it appropriate to engage another staff member to deliver the service. The cost of a full time staff member to operate a tip shop would be circa \$50,000.00 per annum including on costs.

- How does Council envisage that the cost of an additional position be funded?
- Will such a position/ option be created for each landfill site?
- How will site security be facilitated?
- How does Council manage fraud and corruption risks?

**Reclaim Service - External Contractor**

Another option for the operation of a tip shop or reclaim service would be to contract out such a service.

The contracting out of such a service could be undertaken via the calling of expressions of interest for a private company/individual to undertake such a service via them making a bid for a contract. Such a contract would have to clearly identify what materials were eligible for reclamation and removal from site and or clearly designate an area within a site for the operation of a shop.

Benefits of this option are rather self-explanatory and include:

- Reduction of waste to landfill;
- Reduced Liability for Council, having a successful contractor provide public liability insurance and more so if the contract was for the removal of materials from site with no operation of a tip shop; and
- Not increasing the work load of current staff.

Disadvantages of this proposal would include:

- Management of contractor; and
- Removal of opportunity for community to reclaim materials from sites.

If Council seeks to implement a tip shop or reclaim services, and if the aim of implementing such an initiative is to reduce waste to landfill, this option is the preferred option from a staff viewpoint for the benefits identified above.

Does Council view this option as being a cost to Council (we pay contractor for the service) or financial benefit to Council (contractor required to pay council for salvage rights)? This will significantly alter what amount and type of waste is removed from the waste stream in the tip.

**Group Contract**

Similar to the abovementioned option, only an expression of interest for the provision of such a service from a number of REROC Councils (those who may be interested in such an initiative) would be called for.

This matter was raised at the last REROC Waste Meeting and no council was interested in a group contract. All councils in the group indicated that they have either adhoc reclaim processes in place based on particular circumstances or are not interested due to many of the disadvantages identified in this report.



**Reclaim Service - Community Organisation**

The operation of a reclaim service at a landfill site (s) within the LGA could be offered to a community group/organization with all profits being kept by such an organization to be subsequently spent on projects within the LGA.

Such an option could be implemented by calling for Expressions of interests from Community Groups / Organizations and awarded by Council to the group who could demonstrate the greatest level of community benefit and ability to deliver such a reclaim service.

Benefits of this option include:

- Reduction of waste to landfill;
- Reduced Liability for Council, having a successful community group provide public liability insurance; and
- Not substantially increasing the work load of current staff.

Disadvantages of this proposal would include:

- Management of community group; and
- Reduction in the benefit of reducing waste to landfill as the community group may only be interested or have the capacity to reclaim one type of waste stream i.e. bottles/containers.

It is unlikely that such organizations would be able to afford the costs associated with taking out their own public liability insurance policies for such an exercise so the costs of insurance would need to be borne by Council under this option.

There are four (4) landfill sites within the Shire and as such, does Council envisage that this option would provide access to all sites by the one (1) community organisation or by four (4) separate community organizations, One (1) at each landfill site?

**Financial Implications**

The creation of a tip shop/reclaim service will never result in the generation of significant income for Council and thus any such initiative should be evaluated against not only the economic but also the environmental and social benefits that such a service may offer the LGA.

As the old adage goes 'what is one man's trash, is another man's treasure' but it will always be difficult to equate in monetary terms what the value of that treasure may be. The likely hood of salvaging valuable items on a basis regular

enough to cover operational costs associated with such an initiative would be most limited.

Liability issues created by promoting increased patronage to a landfill (s) as a result of providing a tip shop or reclaim services may also increase Councils exposure to public liability claims, and Council should consider the economic and environmental benefits of implementing such an initiative against the potential exposures that such an initiative may result in.

Any staffing proposed or cost to Council would require fees to be raised to cover such a cost. Alternatively, some Councils approach the issue by just increasing disposal costs on the belief that people will undertake all measures to direct waste away from landfill.

### **Conclusion**

As previously mentioned within this report, Council provides a comprehensive resource recovery program at its landfills which are relatively consistent across the Local Government Area. The most commonly collected materials for recovery are metals, cardboard, paper, electronics, gas bottles, motor oil and car bodies.

Whilst many of the recycling initiatives provided by Council are cost neutral, the waste metal program actually generates an income, with such income being used to finance landfill operations.

If Council seek to further explore the provision of a reclaim service, Staff request further input from Council on what materials it would envisage as being included/eligible in any reclaim service option to assist with defining the scope of any such initiative. For example, it would be recommended that scrap metal be excluded from such a service as income is generated from this under current practices.

It would be beneficial to understand, what aims and objectives Council would like to achieve in creating/providing a tip shop or reclaim service and consideration needs to be given to benefits of such an exercise. Is the cost of offering such a service worth the expenditure and increase in public liability exposure?

### **Recommendation**

That Council note the report titled 'Landfill Reclaim / Tip Shop Report' and consider the most appropriate option for Staff to investigate.

**RESOLVED on the motion of Clr McCann and seconded by Clr White:** 167/08/2020

- 1) That Council note the report titled 'Landfill Reclaim / Tip Shop Report'.
- 2) That Council undertake investigation of other Councils to see how they operate such facilities.
- 3) That Council investigate potential opportunities through an Expression of Interest to operate a Tip Shop.

#### HS8) REQUEST TO WAIVE LANDFILL DISPOSAL FEES (G.01-01, SC529)

##### Summary

This report presents a request to Council for the waiving of landfill disposal fees for a resident(s) in Ganmain.

##### Background

Council has received correspondence requesting the waiving of landfill disposal fees for a large volume of residential waste from the properties known as:

- 6 Grant Street, Ganmain (Lot: 6 Sec: 26 DP: 758428);
- 8 Grant Street, Ganmain (Lot: 5 Sec: 26 DP: 758428)
- 30-32 Park Street, Ganmain (Lot: 8 Sec: 26 DP: 758428)
- 0 Park Street, Ganmain (Lot: 7 Sec: 26 DP: 758428)



Image 1: Aerial View of Subject Sites.

This family holding has operated a manufactured home / relocation service in Ganmain for many years and are now leaving the Shire.

The relocation of the family will require the deposition of residential waste including a large volume of bulky residential waste including furniture, mattresses and tyres, and other materials that Council charges for (problem waste that Council employs external contractors to remove at cost).

It is hard to quantify the actual volume but as you may appreciate from the aerial photo above there are a number of families vacating a number of residential structures that are located on the site.

The current request is for a full fee waiver. Council Staff contacted the individual and suggested that the Council may find it more amicable to assist with a 50% waiver where the disposal costs exceed \$2500.00. It is likely, based on estimated quantities that the actual charges for disposal may be circa \$5,000.00 plus.

Initially the individual contacted Council requesting permission to burn the waste, given that the premises / and land is located in a scavenging area and regulated by Clean Air Regulations – permission cannot be granted for such an undertaking.

The landowners are entitled to dispose of residential waste via the annual kerbside collection (excluding mattresses, tyres and gas cylinders) scheduled for 7th to 11th September 2020, but given the volumes nominated by the landowner it may be considered that this disposal option is not appropriate/compatible to dispose of such volumes.

### **Financial Implications**

If Council agree to the waiver of fees in full then it will forgo the entire value of income that would be generated from the exercise and the cost of addressing the problem waste will be borne by Council.

If Council agree to a 50% reduction for any charges exceeding \$2,500.00 – it will obviously forgo half of the income generated from such an exercise.

The waiving of fees for waste disposal charges should be considered from both a precedent and from a goodwill perspective.

### **Recommendation**

That Council not waive fees associated with waste disposal, but may consider alternatives or a negotiated price to reach a fair outcome.

**RESOLVED on the motion of Clr McCann and seconded by Clr McKinnon:**

168/08/2020

- 1) That Council not waive fees associated with waste disposal, but may consider alternatives or a negotiated price to reach a fair outcome.
- 2) That Council staff make enquiries regarding the ongoing use of the property for the approved business.

### **HS9) DRAFT ASBESTOS POLICY (P.12-01, SC316)**

#### **Summary**

This report requests that Council rescind the existing Coolamon Shire Council Asbestos Policy, presents a new Draft Coolamon Shire Asbestos Policy and seeks Council's endorsement for the public exhibition of the draft Policy.

#### **Background**

In Australia, asbestos was gradually phased out of building materials in the 1980s and the supply and installation of asbestos containing goods has been prohibited since 31st December 2003. Yet asbestos legacy materials still exist in many homes, buildings and other assets and infrastructure. It is estimated that one in three Australian homes contains asbestos.

Where material containing asbestos is in a non-friable form (that is, cannot be crushed by hand into a powder), undisturbed and painted or otherwise sealed, it may remain safely in place. However, where asbestos containing material is broken, damaged, disturbed or mishandled, fibres can become loose and airborne posing a risk to health. Breathing in dust containing asbestos fibres can cause asbestosis, lung cancer and mesothelioma.

Council has an important dual role in minimising exposure to asbestos, as far as is reasonably practicable, for both:

- residents and the public within the Local Government Area (LGA)
- workers (employees and other persons) in council workplaces.

Council's legislative functions for minimising the risks from asbestos apply in various scenarios including:

- as a responsible employer
- contaminated land management

- council land, building and asset management
- emergency response
- land use planning (including development approvals and demolition)
- management of naturally occurring asbestos
- regulation of activities (non-work sites)
- waste management and regulation.

In 2012 LGNSW, in partnership with the Heads of Asbestos Coordination Authorities (HACA), developed a Model Asbestos Policy which:

- can be used as the basis for Councils' own asbestos policies
- outlines Councils' important legislative obligations
- was developed with input from Council representatives
- was issued to all councils by the Office of Local Government under section 23A of the Local Government Act 1993 in 2013.

Local Government for NSW has requested that Council consider adopting the model asbestos policy and accordingly, Council Staff have reviewed and created the draft Coolamon Shire Asbestos Policy, which will replace Councils existing policy.

### **Aims/Objectives**

This policy aims to outline:

- The role of council and other organisations in managing asbestos
- Council's relevant regulatory powers
- Council's approach to dealing with naturally occurring asbestos, sites contaminated by asbestos and emergencies or incidents
- General advice for residents on renovating homes that may contain asbestos
- Council's development approval process for developments that may involve asbestos and conditions of consent
- Waste management and regulation procedures for asbestos waste in the LGA
- Council's approach to managing asbestos containing materials in council workplaces
- Sources of further information.

### **Financial Implications**

There are no adverse financial implications resulting from the development and subsequent implementation of the policy.

### Consultation

Internal consultation has occurred with relevant staff members.

It is proposed that the Draft Plan be publicly exhibited for a period of 28 days.

It is further proposed that at the expiration of the exhibition period a report on any submissions and amendments to the plan would be tabled for Council's further consideration.

### Attachments

➔ Draft Coolamon Shire Council Asbestos Policy. Attachment No. 10

### Recommendation

That Council:

- 1) Note the report on the Draft Coolamon Shire Asbestos Policy;
- 2) Rescind the existing Coolamon Shire Asbestos Policy; and
- 3) Endorse the public exhibition of the new draft Policy for a period of 28 days.

**RESOLVED on the motion of Clr McCann and seconded by Clr Maslin:** 169/08/2020

- 1) That Council note the report on the Draft Coolamon Shire Asbestos Policy;
- 2) That Council rescind the existing Coolamon Shire Asbestos Policy; and
- 3) That Council endorse the public exhibition of the new draft Policy for a period of 28 days.

### ↑ ADJOURNMENT

**RESOLVED on the motion of Clr McCann and seconded by Clr White that Council resolve into Committee of a Whole for the purpose of considering confidential matters as listed in the Committee of a Whole agenda for the reason that such matters are considered to be of a confidential nature and in accordance with Council's policy thereto.** 170/08/2020

**Council adjourned at 5.00pm into Committee of a Whole and reconvened at 5.43pm.**

**5) RECOMMENDATIONS OF A COMMITTEE OF A WHOLE MEETING HELD 20<sup>TH</sup> AUGUST 2020.**

**RESOLVED on the motion of Clr Jones and seconded by Clr White that the Recommendations of a Committee of a Whole Meeting held 20<sup>th</sup> August 2020 be adopted.** 171/08/2020

**6) REPORTS: DELEGATES/MAYOR/COUNCILLORS**

- Clr Seymour, Clr Maslin and Clr McKinnon attended the MLHD meeting regarding community health in Ardlethan. The meeting was well attended. Concerns were raised over the central booking system for the Community Nurse.
- Clr McKinnon reported that the “Matong Memories” property has been sold.
- Clr McKinnon advised that the Trustees of the Matong Mechanics Hall and the Matong Recreation Reserve have relinquished the Trusteeship to the Crown.
- Clr White brought up the 15 tonne load limit that has been placed on Coffin Rock Lane and how it will make farming practices difficult for adjoining landholders and for through traffic.
- Clr Logan reported that she has received numerous representations regarding a proposed development application for change of use in Ford Street, Ganmain.
- Clr Crocker asked about the timing of the beach entries at the Coolamon and Ganmain swimming pools.
- Clr Crocker asked whether Council staff have yet considered the COVID requirements to operating the pool and swimming clubs.



MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 20<sup>TH</sup> AUGUST, 2020.

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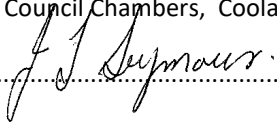
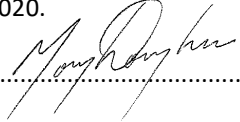
**Meeting Closed at 5.59pm.**

Confirmed and signed during the Meeting held this 17<sup>th</sup> day of September, 2020.

.....  
**MAYOR**

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This is Page No. 73 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 20<sup>th</sup> August, 2020.

.....  ..... MAYOR       ..... GENERAL MANAGER.

**ATTACHMENTS FOR THE MEETING HELD 20TH AUGUST, 2020**

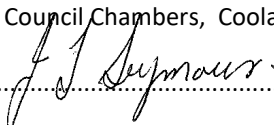
**ITEMS DISTRIBUTED WITH THE AGENDA**

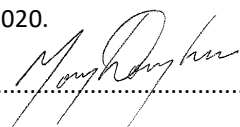
- 1) ACTIVITY REPORTS
  - 1) Operating Statistics of the Coolamon Shire Library for July 2020.
  - 2) Community Development Officer's Report for July 2020.
  - 3) Tourism and Business Development Officer's Report for July 2020.
  - 4) Road Safety Officer's Activity Report for July 2020.  
Refer Correspondence Item (1a).
- 2) INFORMATION PAPERS:
  - 2.1) Minutes of the AGM of the Advance Marrar Committee Meeting held 29<sup>th</sup> July, 2020.
  - 2.2) Minutes of the Advance Ganmain Committee Meeting held 5<sup>th</sup> August, 2020.
  - 2.3) Minutes of the Ardlethan Show Society and Ardlethan Showground Management Committee Meeting held 9<sup>th</sup> August, 2020.  
Refer Correspondence Item (2a).
- 3) Correspondence in regard to the report on Aged Community Housing – Opening Doors Foundation.  
Refer General Manager's Report (GM2), [File No. S.16-04].
- 4) Correspondence from Steph Cooke regarding Council's concerns with Gaming Machine Entitlements.  
Refer General Manager's Report (GM4), [File No. P.06-01].
- 5) Correspondence regarding the report on Allawah Lodge.  
Refer Executive Manager, Engineering & Technical Services' Report (CS3), [File No. A.05-02].
- 6) A copy of the Delivery Program Progress Report – 1 January 2020 to 30 June 2020.  
Refer Executive Manager, Corporate & Community Services' Report (CS3), [File No. S.11-01].
- 7) A copy of the Policy Enterprise Risk Management Policy.  
Refer Executive Manager, Corporate & Community Services' Report (CS5), [File No. P.12-01].
- 8) A copy of the REROC Waste Forum CRC Communication and Education Report 2019-20.  
Refer Executive Manager, Development & Environmental Services' Report (HS3), [File No R.06-04].

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 20<sup>TH</sup> AUGUST, 2020.

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- 9) Correspondence regarding the report on Amended Development Application 2020/37 - Subdivision and Extractive Industry (Gravel Quarry)  
Refer Executive Manager, Development & Environmental Services' Report (HS4), [File No G.04-02, RT1002982].
- 10) A copy of the Draft Coolamon Shire Council Asbestos Policy.  
Refer Executive Manager, Development & Environmental Services' Report (HS9), [File No P.12-01].
- 11) Correspondence in regard to the report on the Road Closure Request.  
Refer Executive Manager, Engineering & Technical Services' Report (ES10), [File No. R.09-10, RT1002470]

..... MAYOR

.....GENERAL MANAGER.