

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15<sup>TH</sup> JULY 2021.

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**Meeting commenced at 3.00pm.**

**BUSINESS:**

- 1) Apologies
- 2) a. Confirmation of Minutes of the Meeting held 24<sup>th</sup> June, 2021.  
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 15<sup>th</sup> July 2021.
- 6) Minutes of the Audit, Risk & Improvement Committee Meeting held 5<sup>th</sup> July 2021.
- 7) Minutes of the Noxious Weeds Meeting of Coolamon, Junee & Temora held 22<sup>nd</sup> June 2021.
- 8) Reports: Delegates/Mayor/Councillors

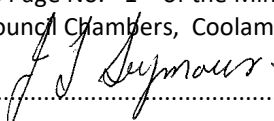
**PRESENT:** Clr John Seymour, Clr Bruce Hutcheon, Clr David McCann, Clr Jeremy Crocker, Clr Kathy Maslin, Clr Colin McKinnon, Clr Kerrilee Logan and Clr Steven Jones.

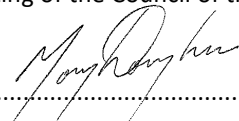
**STAFF:** Tony Donoghue, General Manager;  
Courtney Armstrong, Executive Manager, Corporate & Community Services;  
Tony Kelly, Executive Manager, Engineering & Technical Services;  
Colby Farmer, Executive Manager, Development & Environmental Services.

**APOLOGY:** Clr Alan White.

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This is Page No. 1 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15<sup>th</sup> July, 2021.

..... MAYOR

.....GENERAL MANAGER

**1) APOLOGY**

**RESOLVED** on the motion of Clr Hutcheon and seconded by Clr Jones that the apology of Clr White be received and accepted. 120/04/2021

**2a) CONFIRMATION OF MINUTES OF THE MEETING HELD 24<sup>TH</sup> JUNE, 2021**

**RESOLVED** on the motion of Clr McCann and seconded by Clr Maslin that the Minutes of the Meeting held 24<sup>th</sup> June 2021 as circulated be confirmed and adopted. 121/07/2021

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

Received a reply from the Rural Fire Service acknowledging receipt of Council's letter about the use of chemicals in fire mitigation.

**3) CORRESPONDENCE**

**AGENDA A (FOR INFORMATION ONLY)**

**1a) ACTIVITY REPORTS**

1) Operating Statistics of the Coolamon Shire Library for June 2021.

Attachment No. 1.1

2) Community Development Officer's Report for June 2021.

Attachment No. 1.2

3) Road Safety Officer's Report for June 2021.

Attachment No. 1.3

General Manager's Note

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

**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.

- 1) Minutes of the Advance Ardlethan Committee Meeting held 5<sup>th</sup> July 2021.  
Attachment No. 2.1
- 2) Draft Minutes of the REROC Board Meeting held 23<sup>rd</sup> April 2021.  
Attachment No. 2.2
- 3) Draft Minutes of the RIVJO Board Meeting held 23<sup>rd</sup> April 2021.  
Attachment No. 2.3
- 4) Minutes of the Coolamon Showground Management Committee Meeting held 13<sup>th</sup> May 2021. Attachment No. 2.4
- 5) Minutes of the Coolamon Showground Management Committee Meeting held 8<sup>th</sup> July 2021. Attachment No. 2.5

*Note: The Minutes of the Section 355 Committees are for notation only and this does not necessarily mean any action recommended has been endorsed by Council. The Section 355 Committee will need to follow the appropriate due process to action any recommendations*

**RESOLVED on the motion of Clr Logan and seconded by Clr Maslin that the Correspondence in Agenda A be received.** 122/07/2021

## 4) GENERAL MANAGER'S REPORT

### 4.1 GENERAL MANAGER REPORTS

#### GM1) COOLAMON EARLY CHILDHOOD CENTRE (C.04-07, SC81)

The NSW Department of Education recently conducted its Quality Standard Review on the operation of the Childcare Centre.

- This review determined that Coolamon Early Childhood Centre was meeting the National Quality Standards and a copy of the outcome has been attached. Attachment No. 3

This Certificate and outcome has supported the excellent work undertaken by Renae Robertson and her team. This Certificate will need to be displayed as part of the National Law and Regulations.

#### Recommendation

For Council information.

**RESOLVED on the motion of Clr McCann and seconded by Clr Logan that a letter be written to the staff acknowledging their work.** 123/07/2021

#### GM2) COUNCILLOR REMUNERATION (C.12-03, SC146)

- The Office of Local Government are required to review the remuneration of Councillors and Mayors at least every 3 years. The most recent review has been completed and it was determined that fees for the 2021/22 FY would increase by 2%. (See attached). It should be noted there was no percentage increase allocated last year. Attachment No. 4.1

There is no change to the Council categories and Coolamon Shire Council are still deemed Rural.

Council determined last year that Councillors will receive the minimum permissible amount (\$9,190.00) and that the Mayor will be granted a remuneration allowance of (\$14,141.41). The following table applies to Coolamon Shire Council, inclusive of the 2% raise.

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Category	Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee	
	Minimum	Maximum	Minimum	Maximum
Rural	\$9,373.80	\$12,403.20	\$9,975.60	\$27,060.60

Council need to determine what they believe is an appropriate remuneration for this financial year.

- ➔ In addition to the issue of determining the Councillor allowance, the OLG has also advised that Council need to determine what they are going to do in the next FY (22/23) in regard to superannuation. (See attached). Attachment No. 4.2

As of 1<sup>st</sup> July 2021, Superannuation will be in the order of 10%, by the year after it is proposed to be 10.5%, but it is noted that Superannuation commencement dates have been deferred in the past.

Council has the option of determining if this Superannuation is:

- not be paid to Councillors;
- paid in addition to the above remuneration; or
- included within the remuneration.

Any decision in regard to Councillor Superannuation must be made in open Council. There is no indication of whether Council will be required or able to change this decision annually, however, it would be hoped that once Council settle on a decision that there is a commitment to maintain it. This would give all parties confidence when determining the annual fee, the Superannuation component would adjust accordingly.

When considering the issue of Superannuation, it is important that each individual receive independent financial advice on how that would affect their circumstances.

Recommendation

- 1) That Council determine a Councillor and Mayoral rate for 2021/22 FY.
- 2) That Council provide Superannuation to the Elected Representative for 2022/23.
- 3) That Council determine the method in providing the Superannuation.

**RESOLVED on the motion of Clr McCann and seconded by Clr Logan:** 124/07/2021

- 1) That the Councillor fee for 2021/22 be set at the minimum of \$9,370 and that the Mayoral fee be set at \$14,424 for 2021/22.
- 2) That Council not pay superannuation to the Elected Representative for 2022/23.

**GM3) DISCLOSURE OF INFORMATION CONTAINING RETURNS FOR COUNCILLORS AND DESIGNATED PERSONS (P.02-01, SC296)**

All Councils are required to comply with the provisions of the Government Information (Public Access) Act and the Government Information (Public Access) Regulations. One of these requirements is the mandatory proactive release of Councillors and Designated Persons Returns.

In 2019, the Information and Privacy Commission (IPC) issued *Guideline 1: For local Council's on the disclosure of information contained in Returns disclosing the interests of Councillor's and Designated Persons* (Guidelines1).

The mandatory pro-active release associated with the Government Information (Public Access) (GIPA) Act 2009 is requiring that the information contained in these returns should be made easily accessible, such as available free on the internet; unless:

- It imposes unreasonable costs, or
- Council determined there was an overriding public interest against disclosing information.

To date the Councillor and 'Designated Person' Returns have been made available at the Council Administration building upon request. The Returns contain certain personal details and information about the individual, and potentially about family members.

In determining compliance with the guidelines, Council needs to consider several issues:

1. As a guideline, is Council compelled to do this
2. What is the public interest
3. What about the Privacy Protection of individuals

In order to determine Council's position, it is thought appropriate to explore each in more detail.

- 1) Whilst issued as a guideline by the IPC, Section 15(b) of GIPA requires that any determination as to whether there is an overriding public interest against disclosures must have regard to any relevant Guidelines issued by the Information Privacy Commissioner.

In order to determine public interest considerations against disclosure Section 14 of the GIPA Act sets out a table that includes:

Table 3

*Individual rights, judicial processes and natural justice.*

*There is a public interest consideration against disclosure of information if disclosure of the information could be reasonably expected to have one or more of the following effects*

*(a) reveal an individual's personal information*

*(f) expose a person to risk of serious harm or serious intimidation*

- 2) The reason for open disclosure is designed to create transparency and accountability in Local Government. It is in order to ensure that when matters are before Council the general public have the ability to determine whether an individual has a vested interest in the decision.

It must be remembered that there is already a requirement of Councillors and staff to declare any such interests and record them during meetings. This is set out in Council's Code of Meeting Practice.

- 3) The Privacy and Personal Information Protection Act 1988 (PPIPA) is designed to protect individuals from information being accessible about individuals pertaining to, amongst other things - cybercrime and identity theft, and/or harassment and intimidation.

When Councillors and Designated Persons are completing the Return, they are doing so in order to comply with the Local Government Act around good open governance. They are not condoning the information being available for cybercrime. The previous and current Returns have always been made available publicly upon request under 51 (a) of the GIPA Regulations This has required the provision of details and reasons for viewing. This is felt to add a layer of control over the information that protects individuals. Private information easily accessible on the internet does not have any such protection.

### Assessment

Ironically, in 2016, Council was subject of a Privacy complaint by a Local resident. Council had incorrectly included the name, number and address of an individual in the Council report regarding a development. This matter was taken to the Office of the Privacy Commissioner that required Council undertake an internal review in accordance with PPIPA.

The Commissioner is the same body that administers the GIPA Act and developed the Guidelines. The reason for the complaint was in regard to identity theft and the fact that third parties could now use this information to undertake cybercrime. Something that the individual had personally experienced.

The IPC required an internal review to be carried out by Council and the findings presented to them. The findings, which IPC noted and endorsed, included:

*'That Council develop internal practices..... to ensure that only the relevant private information collected, is published online and available as part of Council's GIPA requirement.'*

Whilst the issue related to development applications, the principles are the same. An individual hidden from the world, has the potential to go online and discover all the information about a third party and can create mischief (either financially or otherwise).

There is already the opportunity for concerned individuals to access these returns. In order to do so, they must present to Council in person and provide valid or justified reasons. This is considered an appropriate step to ensure protection to individuals and to ensure that the purpose for such investigations is appropriate and legitimate.

The community is entitled to know what people (Staff & Councillors), have provided a Return and this information can be placed on the internet. This information can be provided on the internet in a redacted form together with the statement that individuals are welcome to apply to see the documents at Council offices during work hours.

To date Council has not received an application to view the pecuniary interest forms, therefore there cannot be a great demand that requires disclosure on the website.



### Summary

GIPA and PPIPA are in conflict, by both seeking public disclosure of information and conversely seeking to protect individual privacy. In weighing up the issues above, the protection of individuals is a more important consideration than the convenience of someone being able to locate personal information on the internet.

### Recommendation

The Councillors and Designated Persons shall have their Disclosure Returns uploaded to its website, with all information redacted apart from their names and positions, along with advice that unredacted Returns may be viewed free of charge at Council's Administration building.

**RESOLVED on the motion of Clr Hutcheon and seconded by Clr McKinnon that Council publish a register of Councillors and Designated Persons Disclosure Returns on its website, along with advice that Returns may be viewed free of charge at Council's Administration building.** 125/07/2021

### **GM4) WATER CONNECTION TO PROPOSED LOCALLY AVAILABLE WATER RESOURCES (F.03-11, SC459; W.01-02, SC433)**

- ➔ Correspondence was sent to the Local RFS District Manager, Roger Orr requesting information on the matters raised at the June Council Meeting. (See Attached). Attachment No. 6.1
- ➔ Council has received a response from Roger Orr, advising that the NSW Rural Fire Service do not pay for access to water and that any such cost will be the responsibility of others. Attachment No. 6.2

### Recommendation

For Council information.

**RESOLVED on the motion of Clr McCann and seconded by Clr Hutcheon that Clr McCann report to Goldenfields Water County Council regarding the response that Council received regarding the water connection from NSW Rural Fire Service.** 126/07/2021

**GM5) LOCAL GOVERNMENT NSW ANNUAL CONFERENCE (L.07-04, SC484)**

- ➔ The Local Government NSW Conference has been set down for 28<sup>th</sup> to 30<sup>th</sup> November 2021, however, I also note there is a 20<sup>th</sup> December 2021 online event. [Attachment No. 7](#)

Council does not require any input or decision at the moment other than to note the date. This will be re-addressed after the September Elections.

Recommendation

For Council information.

**RESOLVED on the motion of Clr McCann and seconded by Clr Maslin that the report be received.** 127/07/2021

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

**CS1) FINANCE REPORT TO 30<sup>TH</sup> JUNE 2021**

**RESOLVED on the motion of Clr Crocker and seconded by Clr Maslin that the report be received. 128/07/2021**

DATE INVESTED	INSTITUTION	RATING	INVESTMENT TYPE	AMOUNT INVESTED	TERMS (days)	RATE	MATURITY DATE
21/10/2020	Judo Bank	NR (Govt Guarantee)	Term Deposit	\$ 250,000	273	1.05%	21/07/2021
3/03/2021	ME Bank	A1/A+	Term Deposit	\$ 2,000,000	153	0.40%	3/08/2021
2/06/2021	Beyond Bank	A2/BBB	Term Deposit	\$ 1,001,512	92	0.50%	2/09/2021
9/09/2020	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	365	1.10%	9/09/2021
10/03/2021	Beyond Bank	A2/BBB	Term Deposit	\$ 2,000,000	304	0.60%	10/09/2021
23/06/2021	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	92	0.50%	23/09/2021
1/04/2021	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	304	0.50%	1/10/2021
19/10/2020	Beyond Bank	A2/BBB	Term Deposit	\$ 750,000	365	1.00%	19/10/2021
10/05/2021	Bank of Queensland	A2/BBB+	Term Deposit	\$ 1,000,000	182	0.35%	8/11/2021
25/11/2020	AMP	A2/BBB+	Term Deposit	\$ 500,000	365	0.75%	25/11/2021
25/11/2020	AMP	A2/BBB+	Term Deposit	\$ 1,000,000	365	0.75%	25/11/2021
14/12/2020	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	365	0.75%	14/12/2021
15/01/2021	AMP	A2/BBB+	Term Deposit	\$ 500,000	365	0.75%	15/01/2022
21/06/2021	Bank of Queensland	A2/BBB+	Term Deposit	\$ 1,000,000	210	0.40%	17/01/2022
23/04/2021	Macquarie Bank	A1/A+	Term Deposit	\$ 1,000,000	270	0.40%	18/01/2022
11/02/2021	AMP	A2/BBB+	Term Deposit	\$ 2,000,000	365	0.75%	11/02/2022
19/03/2021	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	304	0.60%	19/03/2022
29/03/2021	Beyond Bank	A2/BBB	Term Deposit	\$ 2,000,000	304	0.60%	29/03/2022
5/05/2021	Macquarie Bank	A1/A+	Term Deposit	\$ 1,000,000	365	0.40%	5/05/2022
<b>TOTAL INVESTED</b>				<b>\$ 21,001,512</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.

*S Jennings* per @

(Samantha Jennings, Finance Manager)

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

**External Restrictions - included in liabilities**

Specific purpose unexpended grants	1,056,768.83
Allawah Lodge Bonds & Payments	4,148,285.63
Allawah Village Loan Licences	3,502,501.96
Home Care Packages	484,493.73
	<u>9,192,050.15</u>

**External Restrictions - other**

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
	<u>3,866,591.16</u>

**Internal Restrictions**

Plant & vehicle replacement	1,000,000.00
Employees Leave Entitlements	1,420,000.00
Deferred Works	127,574.10
Ardlethan Preschool (non-grant)	19,542.72
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
	<u>10,005,670.28</u>

**TOTAL RESTRICTIONS**

23,064,311.59

**UNRESTRICTED**

350,511.89

**TOTAL CASH, CASH EQUIVALENTS & INVESTMENTS**

23,414,823.48

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*J J Seymour*  
..... MAYOR

*Mary Douglas*  
..... GENERAL MANAGER

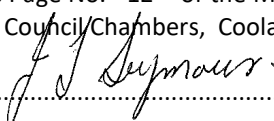
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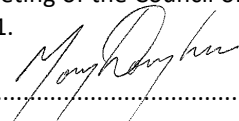
COOLAMON SHIRE COUNCIL  
INCOME STATEMENT

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

	JUNE 2021	MAY 2021	APRIL 2021	2020/2021 BUDGET	2019/2020 ACTUAL
<b>Income from continuing operations</b>					
Rates & annual charges	3,752,997.67	3,782,162.48	3,808,118.66	3,932,000.00	3,742,001.11
User charges & fees	5,118,069.90	4,706,494.46	4,280,309.67	4,231,000.00	4,335,819.02
Other revenues	939,535.81	775,715.48	755,766.59	591,000.00	908,847.28
Grants & contributions provided for operating purposes	7,167,051.16	5,071,047.10	4,256,948.11	6,476,000.00	6,899,636.98
Grants & contributions provided for capital purposes	1,142,473.74	1,140,373.74	849,578.83	2,153,000.00	5,937,046.59
Interest and investment revenue	159,944.40	158,325.22	181,124.68	317,000.00	378,187.16
Net gain from the disposal of assets	1,109,066.39	1,109,066.39	1,097,608.63	362,000.00	197,249.54
Internals	(40,000.00)	0.00	0.00		0.00
<b>Total income from continuing operations</b>	<b>19,349,139.07</b>	<b>16,743,184.87</b>	<b>15,229,455.17</b>	<b>18,062,000.00</b>	<b>22,398,787.68</b>
<b>Expenses from continuing operations</b>					
Employee benefits and on-costs	6,604,127.54	6,078,201.03	5,452,383.55	6,480,000.00	6,308,405.41
Materials & services	3,005,887.18	2,640,019.93	2,417,904.06	2,943,000.00	3,791,299.72
Borrowing costs	22,238.03	17,022.96	17,022.96	7,000.00	53,271.67
Depreciation, amortisation & impairment	3,281,756.14	3,229,426.61	3,176,435.33	4,123,000.00	3,883,354.37
Other expenses	1,771,128.12	1,605,698.65	1,533,601.21	1,638,000.00	1,637,937.76
Net loss from the disposal of assets					
<b>Total expenses from continuing operations</b>	<b>14,685,137.01</b>	<b>13,570,369.18</b>	<b>12,597,347.11</b>	<b>15,191,000.00</b>	<b>15,674,268.93</b>
<b>Operating result from continuing operations</b>	<b>4,664,002.06</b>	<b>3,172,815.69</b>	<b>2,632,108.06</b>	<b>2,871,000.00</b>	<b>6,724,518.75</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>3,521,528.32</b>	<b>2,032,441.95</b>	<b>1,782,529.23</b>	<b>718,000.00</b>	<b>787,472.16</b>

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..... MAYOR

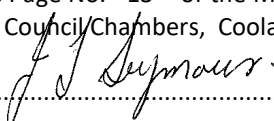
.....GENERAL MANAGER

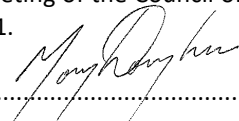
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COOLAMON SHIRE COUNCIL  
INCOME STATEMENT BY FUND

	June 2021		
	CONSOLIDATED		TOTAL
	GENERAL FUND	SEWERAGE FUND	
<b>Income from continuing operations</b>			
Rates & annual charges	3,169,591.15	583,406.52	3,752,997.67
User charges & fees	4,974,443.24	143,626.66	5,118,069.90
Other revenues	921,242.06	18,293.75	939,535.81
Grants & contributions provided for operating purposes	7,031,338.16	135,713.00	7,167,051.16
Grants & contributions provided for capital purposes	873,121.74	269,352.00	1,142,473.74
Interest and investment revenue	161,636.39	(1,691.99)	159,944.40
Net gain from the disposal of assets	1,109,066.39	0.00	1,109,066.39
Internals	36,185.00	(76,185.00)	-40,000.00
<b>Total income from continuing operations</b>	<b>18,276,624.13</b>	<b>1,072,514.94</b>	<b>19,349,139.07</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	6,416,020.06	188,107.48	6,604,127.54
Materials & services	2,859,472.10	146,415.08	3,005,887.18
Borrowing costs	22,238.03		22,238.03
Depreciation & amortisation	3,119,071.18	162,684.96	3,281,756.14
Other expenses	1,726,985.29	44,142.83	1,771,128.12
<b>Total expenses from continuing operations</b>	<b>14,143,786.66</b>	<b>541,350.35</b>	<b>14,685,137.01</b>
<b>Operating result from continuing operations</b>	<b>4,132,837.47</b>	<b>531,164.59</b>	<b>4,664,002.06</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>3,259,715.73</b>	<b>261,812.59</b>	<b>3,521,528.32</b>

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..... MAYOR

.....GENERAL MANAGER

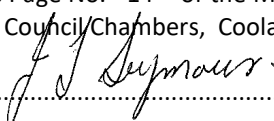
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
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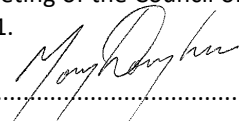
BALANCE SHEET

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

	2020/2021				
	JUNE 2021	MAY 2021	APRIL 2021	BUDGET (ADJ FOR OPENING BALS)	2019/2020 ACTUAL
<b>ASSETS</b>					
<b>Current assets</b>					
Cash and cash equivalents	3,751,330.51	2,887,822.98	2,466,123.75	1,549,307.45	1,414,822.48
Investments	21,001,512.33	21,000,000.00	21,000,000.00	22,000,001.00	22,000,001.00
Receivables	(1,606,755.04)	(1,191,034.65)	(531,374.55)	742,456.10	742,329.33
Inventories	236,826.80	254,132.91	240,908.98	635,001.46	260,331.23
Other					
<b>Total current assets</b>	<b>23,382,914.60</b>	<b>22,950,921.24</b>	<b>23,175,658.18</b>	<b>24,926,766.01</b>	<b>24,417,484.04</b>
<b>Non-current assets</b>					
Investments					
Receivables	0.00	0.00	0.00	302,000.00	0.00
Inventories	454,168.42	454,168.42	454,168.42	453,770.87	454,168.42
Infrastructure, property, plant & equipment	238,474,231.70	237,374,885.14	236,403,700.96	235,581,037.03	229,734,149.67
Accumulated Dep'n - Infrastructure, PP&E	(51,726,527.37)	(51,674,197.84)	(51,644,577.50)	(52,689,494.86)	(48,566,750.84)
Accumulated Imp't - Infrastructure, PP&E	0.00	0.00	0.00	0.00	0.00
Other	(3,243.38)	(3,313.25)	(2,841.07)	(2,033.19)	-2,033.19
<b>Total non-current assets</b>	<b>187,198,629.37</b>	<b>186,151,542.47</b>	<b>185,210,450.81</b>	<b>183,645,279.85</b>	<b>181,619,534.06</b>
<b>Total assets</b>	<b>210,581,543.97</b>	<b>209,102,463.71</b>	<b>208,386,108.99</b>	<b>208,572,045.86</b>	<b>206,037,018.10</b>
<b>LIABILITIES</b>					
<b>Current liabilities</b>					
Payables	9,758,974.05	9,773,619.67	9,595,956.79	9,421,288.97	9,881,599.49
Borrowings	0.00	0.00	0.00	0.00	0.00
Employee benefit provisions	1,895,692.97	1,893,153.46	1,895,169.25	2,010,660.12	1,892,543.72
<b>Total current liabilities</b>	<b>11,654,667.02</b>	<b>11,666,773.13</b>	<b>11,491,126.04</b>	<b>11,431,949.09</b>	<b>11,774,143.21</b>
<b>Non-current liabilities</b>					
Payables	2,866.83	2,866.83	2,866.83	2,497.99	2,866.83
Borrowings	0.00	0.00	0.00	0.00	0.00
Employee benefit provisions	133,505.10	133,505.10	133,505.10	0.00	133,505.10
Provisions	427,169.54	427,169.54	427,169.54	434,707.43	427,169.54
<b>Total non-current liabilities</b>	<b>563,541.47</b>	<b>563,541.47</b>	<b>563,541.47</b>	<b>437,205.42</b>	<b>563,541.47</b>
<b>TOTAL LIABILITIES</b>	<b>12,218,208.49</b>	<b>12,230,314.60</b>	<b>12,054,667.51</b>	<b>11,869,154.51</b>	<b>12,337,684.68</b>
<b>Net assets</b>	<b>198,363,335.48</b>	<b>196,872,149.11</b>	<b>196,331,441.48</b>	<b>196,702,891.35</b>	<b>193,699,333.42</b>
<b>EQUITY</b>					
Retained earnings	101,908,458.03	100,417,271.66	99,876,564.03	100,248,476.87	97,244,455.97
Reserves	96,454,877.45	96,454,877.45	96,454,877.45	96,454,414.48	96,454,877.45
Internal Assets/Liabilities	0.00	0.00	0.00		0.00
Trust Transfer					
<b>Total equity</b>	<b>198,363,335.48</b>	<b>196,872,149.11</b>	<b>196,331,441.48</b>	<b>196,702,891.35</b>	<b>193,699,333.42</b>

This is Page No. 14 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15<sup>th</sup> July, 2021.

..... MAYOR

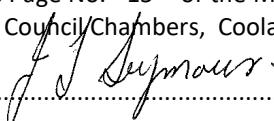
.....GENERAL MANAGER

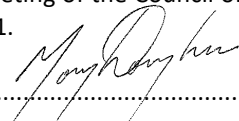
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15<sup>TH</sup> JULY 2021.

COOLAMON SHIRE COUNCIL  
BALANCE SHEET BY FUND

	June 2021		COOLAMON SHIRE TOTAL
	CONSOLIDATED GENERAL FUND	SEWERAGE FUND	
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	2,162,353.02	1,588,977.49	3,751,330.51
Investments	21,001,512.33		21,001,512.33
Receivables	(1,661,237.91)	54,482.87	(1,606,755.04)
Inventories	236,826.80		236,826.80
Other			0.00
<b>Total current assets</b>	<b>21,739,454.24</b>	<b>1,643,460.36</b>	<b>23,382,914.60</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	218,218,498.59	20,255,733.11	238,474,231.70
Accumulated Depreciation	(44,562,058.48)	(7,164,468.89)	(51,726,527.37)
Accumulated Impairment	0.00		0.00
Other	(3,243.38)		(3,243.38)
<b>Total non-current assets</b>	<b>174,107,365.15</b>	<b>13,091,264.22</b>	<b>187,198,629.37</b>
<b>Total assets</b>	<b>195,846,819.39</b>	<b>14,734,724.58</b>	<b>210,581,543.97</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	9,758,974.05	0.00	9,758,974.05
Interfunding			0.00
Interest bearing liabilities	0.00		0.00
Employee benefit provisions	1,895,692.97		1,895,692.97
<b>Total current liabilities</b>	<b>11,654,667.02</b>	<b>0.00</b>	<b>11,654,667.02</b>
<b>Non-current liabilities</b>			
Payables	2,866.83		2,866.83
Interest bearing liabilities	0.00		0.00
Employee benefit provisions	133,505.10		133,505.10
Provisions	427,169.54		427,169.54
<b>Total non-current liabilities</b>	<b>563,541.47</b>	<b>0.00</b>	<b>563,541.47</b>
<b>TOTAL LIABILITIES</b>	<b>12,218,208.49</b>	<b>0.00</b>	<b>12,218,208.49</b>
<b>Net assets</b>	<b>183,628,610.90</b>	<b>14,734,724.58</b>	<b>198,363,335.48</b>
<b>EQUITY</b>			
Retained earnings	92,880,376.35	9,028,081.68	101,908,458.03
Reserves	90,748,234.55	5,706,642.90	96,454,877.45
Internal Assets & Liabilities			0.00
Trust Transfer	0.00		0.00
<b>Total equity</b>	<b>183,628,610.90</b>	<b>14,734,724.58</b>	<b>198,363,335.48</b>

This is Page No. 15 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15<sup>th</sup> July, 2021.

..... MAYOR

.....GENERAL MANAGER

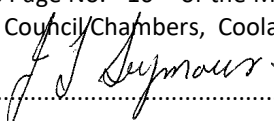
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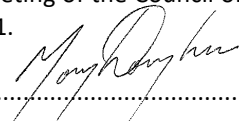
COOLAMON SHIRE COUNCIL  
INTERNAL & EXTERNAL RESTRICTIONS

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

	JUNE 2021	MAY 2021	APRIL 2021	2020/2021	
				BUDGET (ADJ FOR OPENING BALS)	2019/2020 ACTUAL
<i>EXTERNALLY RESTRICTED</i>					
Contract Liabilities	1,371,113.60	1,240,752.40	925,235.40	1,056,768.83	1,056,768.83
Allawah Lodge Accommodation Payments	4,667,532.85	4,735,887.64	4,735,887.64	4,148,285.63	4,148,285.63
Allawah Village Loan-Licence	3,622,432.44	3,611,775.34	3,611,775.34	3,592,264.96	3,502,501.96
Home Care Packages	634,899.76	625,788.29	625,788.29	484,493.73	484,493.73
Developer Contributions	69,016.63	69,016.63	69,016.63	69,533.53	63,834.53
Grant Revenues	495,445.96	444,073.75	0.00	117,195.23	993,495.23
Sewerage Fund	1,588,977.49	1,650,887.25	1,618,201.86	1,641,562.31	1,624,359.98
Waste Management	747,530.67	841,979.10	822,605.91	946,192.36	889,467.80
Stormwater Management Reserve	39,648.93	42,307.82	42,307.82	48,344.62	64,569.62
Other - Community Transport	206,218.70	265,516.08	265,516.08	230,864.00	230,864.00
	13,442,817.03	13,527,984.30	12,716,334.97	12,335,505.20	13,058,641.31
<i>INTERNALLY RESTRICTED</i>					
Plant Replacement Reserve	1,000,000.00	1,000,000.00	1,000,000.00	1,000,000.00	1,000,000.00
Employees Leave Entitlements Reserve	1,499,000.00	1,420,000.00	1,260,000.00	1,499,000.00	1,420,000.00
Deferred Works Reserve	219,960.00	83,790.00	83,790.00	28,284.10	127,574.10
Ardlethan Preschool	6,993.42	33,029.00	33,029.00	19,542.72	19,542.72
Asset Management	3,500,000.00	3,500,000.00	3,500,000.00	3,500,000.00	3,500,000.00
Financial Assistance Grant	2,063,337.00	0.00	0.00	1,950,938.00	1,950,938.00
Swimming Pools Reserve	55,000.00	35,000.00	35,000.00	55,000.00	35,000.00
Gravel Pits Rehabilitation Reserve	168,000.00	148,000.00	148,000.00	168,000.00	148,000.00
CECC Asset Mgt Reserve	404,330.91	378,260.59	353,265.07	358,115.39	343,432.11
Allawah Lodge Asset Mgt Reserve	578,003.14	1,056,950.14	834,021.01	440,739.37	920,231.02
Allawah Village Asset Mgt Reserve	550,740.87	433,233.34	430,917.30	581,660.03	540,952.33
	10,045,365.34	8,088,263.07	7,678,022.38	9,601,279.60	10,005,670.28
Unrestricted	1,264,660.47	2,271,575.61	3,071,766.40	1,612,879.57	350,511.89
<b>TOTAL CONSOLIDATED CASH</b>	<b>24,752,842.84</b>	<b>23,887,822.98</b>	<b>23,466,123.75</b>	<b>23,549,664.37</b>	<b>23,414,823.48</b>

This is Page No. 16 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15<sup>th</sup> July, 2021.

..... MAYOR

.....GENERAL MANAGER

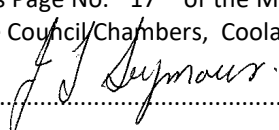


MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
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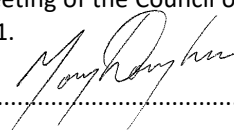
RATE COLLECTIONS

	ARREARS BREWD	LEVIES INC. INTEREST	TOTAL	COLLECTIONS TO DATE	% TO TOTAL	ADJUSTMENTS INC. PENS CONCESSIONS	ADJ.TOTAL	% TO TOTAL	COLLECTABLE BALANCE
30/06/2003	306,605.81	1,898,703.89	2,205,309.70	1,835,999.04	83.25%	91,588.07	2,113,721.63	86.86%	277,722.59
30/06/2004	280,098.47	2,046,478.99	2,326,577.46	2,026,927.48	87.12%	120,381.35	2,206,196.11	91.87%	179,268.63
30/06/2005	181,374.69	2,093,391.77	2,274,766.46	2,007,655.59	88.26%	108,062.35	2,166,704.11	92.66%	159,048.52
30/06/2006	163,566.58	2,177,733.43	2,341,300.01	2,053,546.06	87.71%	107,810.50	2,233,489.51	91.94%	179,943.45
30/06/2007	185,519.90	2,263,824.06	2,449,343.96	2,109,364.30	86.12%	109,735.74	2,339,608.22	90.16%	230,243.92
30/06/2008	236,912.33	2,430,638.25	2,667,550.58	2,270,148.93	85.10%	125,016.41	2,542,534.17	89.29%	272,385.24
30/06/2009	277,343.62	2,510,814.21	2,788,157.83	2,430,968.28	87.19%	126,285.29	2,661,872.54	91.33%	230,904.26
30/06/2010	239,371.45	2,620,971.16	2,860,342.61	2,439,927.60	85.30%	124,428.43	2,735,914.18	89.18%	295,986.58
30/06/2011	309,194.09	2,751,252.92	3,060,447.01	2,685,018.26	87.73%	172,137.57	2,888,309.47	92.27%	223,291.21
30/06/2012	239,162.46	2,889,022.55	3,128,185.01	2,813,831.03	89.95%	129,574.37	2,998,610.64	93.84%	184,779.61
30/06/2013	207,935.41	3,050,359.63	3,258,295.04	2,922,614.40	89.70%	128,513.54	3,129,781.50	93.38%	207,167.10
30/06/2014	230,807.22	3,161,011.38	3,391,818.60	3,001,406.31	88.49%	126,448.22	3,265,370.38	91.92%	263,964.07
30/06/2015	263,562.88	3,312,496.60	3,576,059.48	3,115,763.68	87.13%	124,775.36	3,451,284.12	90.28%	335,520.44
30/06/2016	335,520.44	3,429,230.03	3,764,750.47	3,338,175.03	88.67%	125,630.68	3,639,119.79	91.73%	300,944.76
30/06/2017	300,944.76	3,516,272.23	3,817,216.99	3,388,713.96	88.77%	124,774.16	3,692,442.83	91.77%	303,728.87
30/06/2018	303,728.87	3,587,269.31	3,890,998.18	3,450,508.13	88.68%	119,664.22	3,771,333.96	91.49%	320,825.83
30/06/2019	319,410.16	3,696,639.96	4,016,050.12	3,528,791.27	87.87%	119,064.99	3,896,985.13	90.55%	368,193.86
30/06/2020	368,193.86	3,798,880.63	4,167,074.49	3,694,873.88	88.67%	117,560.40	4,049,514.09	91.24%	354,640.21
<b>2020/2021</b>									
31/07/2020	342,642.82	4,017,095.68	4,359,738.50	3,033,348.63	6.96%	117,176.29	4,242,562.21	7.15%	3,939,213.58
31/08/2020	342,642.82	4,023,933.68	4,366,576.50	1,341,376.91	30.72%	120,795.04	4,245,781.46	31.59%	2,904,404.55
30/09/2020	342,642.82	4,023,102.76	4,365,745.58	1,606,987.32	36.81%	122,054.41	4,243,691.17	37.87%	2,636,703.85
31/10/2020	342,642.82	4,023,871.76	4,366,514.58	1,685,841.25	38.61%	122,810.66	4,243,703.92	39.73%	2,557,862.67
30/11/2020	342,642.82	4,026,036.28	4,368,679.10	2,260,743.84	51.75%	123,316.92	4,245,362.18	53.25%	1,984,618.34
31/12/2020	342,642.82	4,025,999.52	4,368,642.34	2,389,605.16	54.70%	123,401.30	4,245,241.04	56.29%	1,855,635.88
31/01/2021	342,642.82	4,027,743.89	4,370,386.71	2,462,393.01	56.34%	123,988.81	4,246,397.90	57.99%	1,784,004.89
28/02/2021	342,642.82	4,030,652.28	4,373,295.10	2,913,251.24	66.61%	124,576.31	4,248,718.79	68.57%	1,335,467.55
31/03/2021	342,642.82	4,100,704.99	4,443,347.81	3,142,760.45	70.73%	124,745.06	4,318,602.75	72.77%	1,175,842.30
30/04/2021	342,642.82	4,103,922.13	4,446,564.95	3,215,462.77	72.31%	125,166.94	4,321,398.01	74.41%	1,105,935.24
31/05/2021	342,642.82	4,112,295.36	4,454,938.18	3,767,990.10	84.58%	213,656.62	4,241,281.56	88.84%	473,291.46
30/06/2021	342,642.82	4,117,642.61	4,460,285.43	3,978,402.73	89.20%	291,013.91	4,169,271.52	95.42%	190,868.79

This is Page No. 17 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15<sup>th</sup> July, 2021.



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

- Tilyards Lane (Mangelsdorfs Lane to Rannock Road)
- Durrain North Road (Canola Way to Ashbridge Road)
- Brills Lane (Bishop Street to last house)
- Logans Lane (Canola Way to Croziers Lane)
- Rands Tank Road (Grave Street to boundary)
- East West Road (Ardlethan Road to Rannock Road)
- Mirrool Road (Fairmans Lane to Beckom Town)
- Carrolls Lane (Dullah Road to Devlin Road)
- Devlin Road (Ashbridge Road to Redrops Lane)
- Menzies Lane (Rannock Road to Aria Road)
- East West Road (Mary Gilmore Way to Rannock Road)
- Firmans Lane (SH17 to Mirrool Road)
- Mirrool Road (Firmans Lane to Beckom)
- Hatty Lane (Dullah road to gate)

##### 2) RESHEETING

- Carlisle Park Road (Ardlethan Road to Mangelsdorfs Lane)
- East West Road (Ardlethan Road to Rannock Road)
- East West Road (Mary Gilmore Way to Rannock Road)
- Mirrool Road (Firmans Lane to Beckom)
- Menzies Lane (Rannock Road to Aria Road)
- Firmans Lane (SH17 to Mirrool Road)

Council's three graders will continue with unsealed road maintenance and resheets for the coming three months.

##### **ES2) LOCAL ROADS AND COMMUNITY INFRASTRUCTURE**

##### BYGOO STREET, ARDLETHAN – PATH

This project is now complete with 170 x 1.8m of concrete path installed and nature strip reinstated/backfilled.

**ES3) COOLAMON RAIL CROSSING UPGRADE**

A new concrete pathway and chicane fencing has been installed at all sides of the Cowabbie Street, Coolamon rail crossing. Site cleanup including reinstatement of roadbase to edges is to follow and anticipated to be completed by meeting day.

**ES4) LED BULK LAMP REPLACEMENT (BLR)**

Essential Energy (EE) have been gradually performing LED BLR of urban streetlighting across the State and the Coolamon Shire Council is due to occur this year. Council staff have been working with EE representatives assessing the existing lighting infrastructure and desired replacement standard for quotation to be provided. This process is near finalized and anticipated LED streetlight replacement to commence in all Council urban areas in coming months.

Recommendation

That the Executive Manager, Engineering & Technical Services' Reports (ES1 to ES4) be noted.

**RESOLVED on the motion of Clr McCann and seconded by Clr Crocker that the Executive Manager, Engineering & Technical Services' Reports (ES1 to ES4) be noted.** 129/07/2021

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

Biosecurity Weeds Officer Reports

Activities

- Private property inspections carried out in the town and village areas. Due to the virus a focus was put on smaller lifestyle blocks because we can undertake these without face to face meetings with landholders.
- Bridal Creeper and African Boxthorn continue to be monitored and controlled.
- Coolatai control undertaken at Marrar by RENWA staff.
- High risk roadways inspected across the Shire.
- Staff have completed inspections of high-risk pathways and sites.
- Monitoring of Biocontrol sites undertaken.
- RENWA staff in regular contact with neighbouring Councils and LLS staff.

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

That the report be noted.

**RESOLVED on the motion of Clr Hutcheon and seconded by Clr Jones that the report be noted.** 130/07/2021

**ES6) ARDLETHAN EXERCISE EQUIPMENT (P.01-02, SC291)**

The Ardlethan community have been the beneficiary of a donation for the installation of two Exercise Stations.

Investigations of the appropriate location of such infrastructure have occurred taking into consideration accessibility, visibility, existing land uses and infrastructure, with Stewart Park identified as the preferred location.

- Stewart Park lends itself to such equipment as it has an existing concrete path providing access, does not distract from main street commercial activities, is discrete enough to encourage activity whilst providing sufficient vision for identification, and park has expansive grassed areas which could be utilised for associated exercise activities. Attachment No. 5

Recommendation

For Council consideration.

**RESOLVED on the motion of Clr Maslin and seconded by Clr McKinnon that the exercise equipment be installed in Stewart Park.** 131/07/2021

**ES7) STABILISATION CONTRACT 2020/07 (T.03-07, SC422)**

Council's current Stabilisation Contract (RFQ 2020/07) awarded to Stabilised Pavements Aust (SPA) for the 2020/2021 year has now reached the 12 month period. Under the terms of the Contract at Council's discretion, it has the option to extend the Contract for one additional 12 month term.

Correspondence has been received from SPA advising that they are able to retain the 2020/2021 rates for an additional 12 months.

Council are satisfied with the services SPA provide and recommend extending the Contract for an additional 12 months.

Recommendation

That Council extend Stabilisation Contract 2020/07 for an additional 12 months at the 2020/2021 submitted rates.

**RESOLVED on the motion of Clr McCann and seconded by Clr McKinnon that Council extend Stabilisation Contract 2020/07 for an additional 12 months at the 2020/2021 submitted rates.** 132/07/2021

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

##### HS1) DEVELOPMENT ACTIVITY REPORT FOR THE PERIOD ENDING 30<sup>TH</sup> JUNE, 2021 (B.05-03, SC58)

##### Summary

This report advises of the Development Application activity for the month of June 2021.

##### Development Activity Table

Application Number	Type	Address	Determination	Value
DA 2021/58	Change of use – Residential Shed to Office (in association with an approved animal boarding or training establishment)	48 Dullah Road, Ganmain	Approved	\$85,000.00
DA 2021/55	Installation of 2 New Above Ground Fuel Storage Tanks	7452 Newell Highway, Beckom	Approved	\$70,000.00
DA 2021/60	Construction of new steel framed shed	10-12 Mirrool Street, Coolamon	Approved	\$29,000.00
DA 2021/52	Change of use – Existing Attached Garage into a Bedroom	3090 Coolamon Road, Coolamon	Approved	\$10,000.00
DA 2021/62	Construction of Farm Shed	2555 Coolamon Road, Coolamon	Approved	\$330,000.00
CDC 2021/10	New In ground Swimming Pool	65 Cains Lane, Coolamon	Approved	\$29,800.00
DA 2021/63	New Shed	18 Gresham Street, Ganmain	Approved	\$33,150.00
DA 2021/67	New Patio	81 Iverach Street North, Coolamon	Approved	\$12,400.00
DA 2021/74	Construction of 6m x 6m double garage	26 Cassiterite Crescent, Ardlethan	Approved	\$9,000.00
DA 2021/66	New Lighting for Kindra Park Ovals 1 & 2 & Construction of New Amenities Building	Lewis Street North, Coolamon	Approved	\$743,000.00
DA 2021/71	Demolition of Existing Dwelling	69 Langham Street, Ganmain	Approved	Not Applicable
DA 2021/77	Demolition of Existing Dwelling	66 Mann Street, Coolamon	Approved	Not Applicable
CDC 2021/11	Continued use of Above Ground Swimming Pool	489 Ariah Road, Rannock	Approved	Not Applicable
<b>TOTAL: 13</b>			<b>13</b>	<b>\$1,351,350.00</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 30<sup>th</sup> June, 2021.

**RESOLVED on the motion of Cllr Hutcheon and seconded by Cllr Jones that Council receive and note this report on development activity for the period up to 30<sup>th</sup> June, 2021.** 133/07/2021

### **HS2) STANDARD CONDITIONS ON THE WAY FOR DEVELOPMENT CONSENTS IN NSW (P.03-01, SC297)**

### **Summary**

This report provides information to Council on the development of standard conditions of development consent that have been created by the NSW Department of Planning, Industry and Environment and which will have to be used by all NSW Councils.

### **Report**

NSW State Government will implement standard conditions and a standard format Notice of Determination for use by consent authorities.

The NSW Department of Planning, Industry and Environment (DPIE) has announced the State Government is moving to standardise conditions imposed on development consents granted by consent authorities for local and regionally significant development.

Currently, consent authorities are responsible for the drafting and imposition of conditions of consent as they deem appropriate with only a small number of "prescribed conditions", relating to a limited scope of issues, mandated by division 8A of the *Environmental Planning and Assessment Regulation 2000 (Regulation)*.

Many Councils have developed their own sets of "standard" conditions over the course of several years and it is usually the task of the assessing officer to ensure relevant conditions are imposed on consents. This is often the last step in the development assessment process.

While there are some similarities, conditions differ from council to council meaning that developers working either side of a local government area boundary can be faced with vastly different issues when acting on consents issued by neighbouring councils. There are also examples of very similar developments within the same local government area being subject to different conditions of consent.

### **The changes**

The DPIE has developed a standard set of conditions of consent (Standard Conditions) with the stated aims of speeding up assessment times, providing greater consistency and certainty for consent holders and making development consents easier to navigate.

The Standard Conditions will be implemented for residential development in the first instance, with standard conditions for non-residential development to follow. The Standard Conditions will include:

- **Mandatory Conditions** – an expansion of the current “prescribed conditions” under division 8A of the Regulation, the mandatory conditions must be imposed by consent authorities on all applicable development consents and cannot be excluded.
- **Model Conditions** – standard-worded conditions relating to issue/site-specific matters that a consent authority may choose to impose on applicable development consents.

Consent authorities will still have the ability to impose their own, additional conditions – to be known as **Bespoke Conditions** – which will be drafted by, and imposed at the will of, consent authorities to deal with issue/site-specific matters.

The Standard Conditions that have been prepared can be accessed here: [Standard conditions of development consent - residential development](#)

The DPIE has prepared a new guide on drafting conditions of consent, which will assist consent authorities with the drafting of Bespoke Conditions. The guide can be accessed here: [Guide to writing conditions of consent](#)

The DPIE is also in the process of developing a standard format for notices of determination which are issued to applicants for development to evidence that consent has been granted and include the conditions.



### **Timing**

The Regulation will be amended on 1st July 2021 to include the new mandatory conditions and the requirement for consent authorities to use the standard format notice of determination.

The changes are expected to commence on 1<sup>st</sup> September 2021 and from that date, consent authorities will be required to issue notices of determination for residential development in the standard format and subject to the Standard Conditions, via the NSW Planning Portal.

However, as the Standard Conditions have already been developed and published, they are available for adoption by consent authorities immediately should they choose to do so.

The standard format notice of determination and standard conditions for other (non-residential) types of development remain under preparation.

### **Advantages and potential Disadvantages**

If the Standard Conditions contribute to the DPIE's aims of speeding up assessment times, providing greater consistency and certainty for consent holders and making development consents easier to navigate then they will be a beneficial and welcome addition to the NSW planning system.

Statewide consistency as to conditions of consent that can be expected to be imposed for certain types of development will benefit development proponents and will provide greater certainty as to post-consent requirements.

In some cases, the Standard Conditions will consolidate and/or reduce the amount of conditions to be satisfied.

The Standard Conditions will also be subject to regular review and update, so that they remain current and relevant to development in NSW – a criticism that can and has been made of conditions drafted by consent authorities in the past.

However, it will be interesting to see how the Standard Conditions work in practice.

A one-size-fits-all approach does not always work and the conditions relevant to a single dwelling house will differ from those of a residential flat building.

The DPIE has undertaken consultation with stakeholders and conducted testing through certain Councils, however, awareness of the changes and planning for their implementation does not appear to be anything near universal.

Potential consequences of the Standard Conditions could include that:

- Greater responsibility is placed on private certifiers to interpret conditions and determine whether they apply in each instance, leading to disputes between certifiers and development proponents/consent authorities.
- Consent authorities seek to utilise Bespoke Conditions to address perceived shortcomings on issues dealt with specifically by Mandatory Conditions or Model Conditions.
- Disputes arising as to the lawfulness of Bespoke Conditions and inconsistencies between Bespoke Conditions and Mandatory Conditions and/or Model Conditions in a consent

#### Recommendation

That Council note the Report on Standard Conditions of Consent.

**RESOLVED on the motion of Clr Maslin and seconded by Clr Logan that Council note the Report on the Standard Conditions of Consent.** 134/07/2021

### **HS3) AMENDMENTS TO FLOOD PRONE LAND USE REGULATIONS AND CONTROLS COMMENCING IN JULY 2021 (F.04-01, SC455)**

#### **Summary**

This report provides information to Council on amendments to flood prone land use regulations and controls commencing in July 2021.

#### **Background**

The Flood Prone Land Package has now been finalised. The aim of the reforms is to better manage flood risk throughout NSW, particularly flood risk beyond the 1% AEP.

The Flood Prone Land Package will result in a closer alignment of land use planning with flood risk and commences on **14<sup>th</sup> July 2021**. Councils need to amend their land use planning documents **before** that date.

### **Flood Prone Land Package**

The Flood Prone Land Package will include the following material:

- a revised s9.1 local planning direction on flooding (**Local Planning Direction**),
- a new planning circular: *Considering flooding in land use planning: guidance and statutory requirements* (**Planning Circular**),
- a new guideline: *Considering Flooding in Land Use Planning* (**Guideline**),
- *Standard Instrument (Local Environmental Plans) Amendment (Flood Planning) Order 2021*,
- *Environmental Planning and Assessment Amendment (Flood Planning) Regulation 2021* (**EPA Amendment Regulation**).

The Flood Prone Land Package also proposes State Environmental Planning Policy amendments in relation to 2 new standard instrument Local Environmental Plan (**LEP**) clauses, which we discuss further below.

To date, only the EPA Amendment Regulation has been published in final form. The other relevant documents will be made available on the Department's website and the Legislation NSW website in the lead up to the date of commencement.

### **EPA Amendment Regulation**

The EPA Amendment regulation changes the current information relating to flood-related development controls that must be included in a s10.7 planning certificate.

As of 14<sup>th</sup> July 2021, a s10.7 planning certificate will need to specify whether the land or part of the land to which the certificate relates is:

- within the flood planning area and subject to flood related development controls (cl7A(1)), or
- between the flood planning area and the probable maximum flood (**PMF**), and subject to flood related development controls (cl7A(2)).

'Flood planning area' and 'probable maximum flood' have the same meaning as in the NSW Government's Floodplain Development Manual, published in 2005. The EPA Amendment Regulation can be viewed **here**.

Council has now amended its 10.7 Certificates in preparation for this change.

The final changes to other material included in the Flood Prone Land Package have not yet been published, however the information currently available provides as follows:

### New LEP Clauses

Two new standard instrument LEP clauses are proposed:

- a flood planning clause, and
- an optional special flood consideration clause.

Both clauses introduce flood-related development controls.

The flood planning area clause will be mandatory and will be automatically inserted into all councils' LEPs. It will replace councils' existing flood planning clause and apply to land within the flood planning area. Based on the draft currently available, where the clause applies, a consent authority must be satisfied as to various flood-related matters prior to the grant of consent, and be satisfied that various projected changes to flood risk as a result of climate change have been considered in the design of the proposed development.

The special flood considerations clause will only apply to councils that elect to opt into it. A separate SEPP amendment will be undertaken by the Department for those councils that choose to opt into the clause. Councils must submit their interest to incorporate the clause in their LEPs. Submissions of interest to opt in can be made at this [link](#) until **30 June 2021**. There is no need for Council to adopt this 'special clause'.

Again, based on the draft of the clause currently available, the clause will apply to land located between the flood planning area and up to the level of the PMF with specific consideration of sensitive, vulnerable and critical uses; hazardous industry or hazardous material storage establishments; or other land uses requiring controls in relation to risk to life matters.

Pursuant to the special flood considerations clause, a consent authority must be satisfied that the proposed development:

- complies with any council flood policies, development control plan (**DCP**) and is consistent with any adopted floodplain risk management plan developed in consistency with the Floodplain Development Manual,
- will not affect the safe occupation of and evacuation from the land,
- incorporates appropriate measures to manage risk to life from flood, and
- will not adversely affect the environment during flood events due to hazardous materials.

### **Local Planning Direction**

The Local Planning Direction will apply to all relevant planning authorities that are responsible for flood-prone land. Where the Local Planning Direction applies, a planning proposal must be consistent with any adopted flood study and/or floodplain risk management plan for the local area. It will also include a clause that will apply where there is no council-adopted flood study and/or floodplain risk management plan.

### **Planning Circular**

The Planning Circular will revoke the existing planning circular *PS 07-003* and will reflect the contents of the Flood Prone Land Package.

### **Guideline**

The current *Guideline on Development Controls on Low Flood Risk Areas* will be revoked and replaced by the Guideline. The Guideline will recommend that councils attach their adopted flood policies, flood studies and floodplain risk management studies and plans to their DCPs. This is intended to ensure that these policies, plans and studies are taken into account by the consent authority when determining a development application.

The Guideline will also provide that councils may have multiple flood planning levels (**FPLs**) and flood planning areas dependent on flood risk, the catchment and land use. However, where councils are proposing alternate FPLs, they need to demonstrate and document the merits of that approach by reference to a risk management approach and be consistent with the principles in the Floodplain Development Manual.

Additional text will be added regarding mapping, including that some areas subject to flood-related development controls are not mapped.

The development of land within the floodplain inevitably carries a level of risk. It is hoped that this package will assist both government and developers in ensuring that development is appropriate for the applicable level of flood risk.

### **Recommendation**

That Council note the report titled 'Amendments to Flood Prone Land Use Regulations and Controls Commencing In July 2021'.

**RESOLVED on the motion of Cllr McCann and seconded by Cllr Maslin that Council note the report titled 'Amendments to Flood Prone Land Use Regulations and Controls Commencing In July 2021'. 135/07/2021**

**HS4) UNDERGROUND PETROLEUM STORAGE SYSTEMS (UPSS) (E.05-14,  
SC1258)**

The Riverina and Murray Joint Organisation (RAMJO) and Riverina Eastern Regional Organisation of Councils (REROC) have been working together with Councils on delivering the NSW Environment Protection Authority (EPA) Regional Capacity Building Program on Contaminated Land Management.

Funded by the NSW Government's \$4.2 million Council Regional Capacity Building Program, RAMJO and REROC are working with their respective councils to ensure integrated management and regulatory oversight of fuel handling and storage systems. Under the Contaminated Land Management Act 1997 (CLM Act), the EPA regulates contaminated land where the contamination is significant enough to warrant regulation. Contaminated land that is not regulated by the EPA is managed by local councils through land-use planning processes.

With Councils becoming the Appropriate Regulatory Authority under the UPSS Regulation 2019 on 1 September 2019, the program is scheduled to run over three years with dedicated project staff to support participating Councils with their procedures and registers for managing contaminated land, as well as assisting the Councils with taking over responsibility of regulating underground petroleum storage systems (UPSS) from the Environment Protection Authority (EPA).

Project staff will provide expertise to assist RAMJO and REROC regional councils with regulation of UPSS, and provide assistance when dealing with land contamination issues arising from historical underground fuel tank leaks and from land which was formerly used for industrial activities. Project staff will work closely with Councils to strengthen capacity and capabilities on managing contaminated land in their services and business processes. Strengthening expertise in our region and upskilling Council staff through training will help to protect our communities and environment now, and for the long term.

The project will include a review of the Contaminated Land Management framework developed during a collaborative RAMJO/REROC 2014-2017 project which was also funded by the EPA Regional Capacity Building Program.

It should be noted that many Councils made representations, opposing the transfer of UPSS regulatory functions from the EPA on the grounds of inadequate expertise in the area, costs of implementing the legislation, potential to create the situation whereby communities are left with no access to fuel and resourcing implications associated with managing such sites.

Local Councils are now responsible for inspections of these systems within their local areas. Coolamon Shire Council has now commenced its UPSS inspection and monitoring program.

### **What is an Underground Petroleum Storage System – UPSS**

A UPSS is an underground storage facility that holds petroleum products. This refers to all components of the system, including pipes, valves and any apparatus that aids in the storage of petroleum products. They are generally found at service/petrol stations, however, can also be present at car dealerships, mechanical garages, golf courses, depots and airports.

### **Why is it important to monitor UPSS?**

UPSS can leak and cause soil and groundwater contamination. They pose a significant threat to the environment and human health if unmonitored and leaking. Soils or groundwater impacted by fuels may result in the property being classified as contaminated. Leaks that are undetected have the potential to cost a considerable amount of money and resources to clean up. A small leak can cost tens of thousands of dollars to remediate, whereas a large leak can cost into the millions.

### **What is the UPSS Regulation 2019?**

The UPSS Regulation 2019 provides implementation details under the Protection of the Environment Act 1997 (POEO 1997). It stipulates the correct management and requirements for UPSS operation.

Information on the POEO 1997 can be found [here](#)

The UPSS Regulation 2019 can be found [here](#)

### **What systems are currently exempt from the UPSS Regulation?**

- Systems that are used for fuel storage for stand-by heating sources, waste and heating oil sources are exempt from the EPA UPSS Regulation until the 31st of August 2021.
- Above ground storage tanks and liquefied petroleum gas tanks are not included within the Regulation.

### **Compliance Inspections**

The 'Person Responsible' is the person who has management and control of the storage system. A copy of the UPSS operators' obligations can be found [here](#)

In June 2021, Coolamon Shire Council sent to the Nine (9) UPSS Sites located in the Shire, a self-evaluation compliance checklist that had been developed by the NSW EPA and which would also form the basis for the required site inspection regime for UPSS. The evaluation checklists were requested to be sent back to Council. Three (3) sites provided a response.

Councils will generally contact the person responsible for the UPSS prior to a compliance inspection. However, inspections may occur without prior notice where there is a concern over the operation of the system, or in response to complaints.

Council can appoint any employee as someone to inspect a UPSS.

Please note that Council may charge a fee for the inspections and this is issued to the owners/personnel responsible for the UPSS management. Council will not be charging a fee for the initial round of inspections in the Shire.

### **Forecourt Management**

As per the UPSS Regulations 2019, the person responsible has a duty to maintain and manage runoff from forecourts of service stations appropriately.

The best practice guidelines for forecourt runoff management can be found [here](#).

### **Notification Requirements**

Leaks MUST be reported to Council. Failure to report could result in up to \$2,000,000 in penalties for a corporation and \$500,000 for an individual.

The leak notification form, provided by the EPA is found [here](#). This form must be filled out and sent to Council immediately when:

- A spill or leak is detected and in accordance with the UPSS Regulation Loss Detection Management Procedures
- There is evidence of hydrocarbons in surface or groundwater
- There is evidence that migration of hydrocarbons could occur

Under the Contaminated Land Management Act 1997, a person's activities that have caused contamination must notify the EPA as soon as practicable.

### **Decommissioning**

Decommissioning of a UPSS requires notification to the local council at least 30 days prior to proposed decommissioning.



### **Actions to Date**

- Self-Evaluation Checklists distributed to all sites in the LGA – 3 responses received.
- ‘Mock’ UPSS Inspection at a site in Coolamon. Coolamon hosted the mock inspection with a number of Councils attending a UPSS site in Coolamon to learn inspection techniques and apply legislative provisions.
- Inspections undertaken at the 3 sites located in Ardlethan. Inspection result letters forwarded to operators/owners.

All sites will be inspected by end of August 2021 with Council staff then seeking to work in partnership with sites to bring sites into compliance with requirements of the UPSS regulation.

Council staff have reiterated to all operators/owners that the process will be a collegiate one that seeks to achieve compliance over a reasonable time frame, with Council staff recognising the importance that such facilities provide to the respective communities within the LGA and the potential impacts that the loss of such facilities will have on such communities.

### Recommendation

That Council note the report Underground Petroleum Storage Systems.

**RESOLVED on the motion of Clr McCann and seconded by Clr Jones that Council note the report “Underground Petroleum Storage Systems”. 136/07/2021**

### **HS5) SERVICE NSW FOR BUSINESS (P.11-01, SC315)**

#### **Summary**

The purpose of this report is to provide background information and seek support from Council to enter into an Agreement with Service NSW and to consider future business improvement initiatives that will assist businesses within the Coolamon LGA.

#### **Background**

Council currently has an Agreement in place with Service NSW to promote and provide access to NSW Government information and services to better assist business owners and to support the local economy.

The support provided by Council to individuals and businesses to access these services has been invaluable, particularly during these challenging times.

### **Report/Proposal**

Service NSW for Business provides free, personalised support to small business owners, to help them understand industry regulations, to guide them through transactions, and to access support.

The services provided to business owners include:

- Business Concierges offering over-the-phone, email and face-to-face support and case management.
- An online Business Profile to make it faster and easier for business owners to transact with NSW Government.
- Guidance and support for small business owners impacted by natural disasters or emerging issues to access a range of Government stimulus, support and information.
- Online business information hubs including how-to guides to help business owners understand key tasks and the support available when starting and running a business in NSW.

A new Partnership Agreement has been developed to provide consistency across all Councils, reflect the broader focus of Service NSW for Business and provide the opportunity for Coolamon Shire Council to engage with all services across Service NSW now and into the future.

The new Partnership Agreement includes further detail and clarity about the roles and responsibilities of all agencies in relation to the collection, storage and security of personal information.

The intention of the Partnership Agreement is to build awareness of specialist advice services available, ensure Council staff can direct enquiries to these services and provide applicants with the skills to be better informed and researched prior to lodging any applications.

For Coolamon Shire Council, the process is to endorse the proposed recommendations and to inform Service NSW when this endorsement has occurred.

### Options

- 1) To provide delegated authority to enter into an Agreement with Service NSW.
- 2) Not enter into an Agreement and advise Service NSW

### Financial Implications

This program is at no cost to Coolamon Shire Council to participate. Support material, training and advice is provided by Service NSW for Business at no cost. Implementation of the program should lead to reduced processing times and costs relating to applications to Council.


### Legislative/Policy Implications

Council would still undertake all assessments as per appropriate legislation.

### Conclusion

A partnership with Service NSW is important and will support the creation of new businesses within the Shire.

### Attachments

-  Council Partnership Agreement – to be executed. (Attached)

### Recommendation

- 1) That Council delegates authority to the General Manager to enter into an Agreement with Service NSW; and
- 2) That any necessary documents be authorised for execution under the Common Seal of Council.

**RESOLVED on the motion of Clr Crocker and seconded by Clr McCann:** 137/07/2021

- 1) **That Council delegates authority to the General Manager to enter into an Agreement with Service NSW; and**
- 2) **That any necessary documents be authorised for execution under the Common Seal of Council**

↑ **ADJOURNMENT**

**RESOLVED** on the motion of Clr Hutcheon and seconded by Clr McCann 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. 138/07/2021

Council adjourned at 3.45pm into Committee of a Whole and reconvened at 4.31pm.

**5) RECOMMENDATIONS OF A COMMITTEE OF A WHOLE MEETING HELD 15<sup>TH</sup> JULY, 2021.**

**RESOLVED** on the motion of Clr Logan and seconded by Clr Crocker that the Recommendations of a Committee of a Whole Meeting held 15<sup>th</sup> July, 2021 be adopted. 139/07/2021

**6) MINUTES OF THE AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING HELD 5<sup>TH</sup> JULY 2021.**

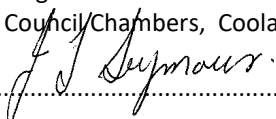
**RESOLVED** on the motion of Clr Hutcheon and seconded by Clr Logan that the Minutes of the Audit, Risk & Improvement Committee Meeting held 5<sup>th</sup> July 2021 be adopted. 140/07/2021

**7) MINUTES OF THE NOXIOUS WEEDS MEETING OF COOLAMON, JUNE & TEMORA HELD 22<sup>ND</sup> JUNE 2021.**


**RESOLVED** on the motion of Clr McCann and seconded by Clr Logan that the Minutes of the Noxious Weeds Meeting of Coolamon, June & Temora held 22<sup>nd</sup> June 2021 be adopted. 141/07/2021

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

- Clr McKinnon advised that the Advance Ganmain Committee would like to have a haystack considered as their emblem and that the Advance Matong Committee would like to see a stook of hay for their town sign emblem.

  
.....

MAYOR

  
.....

GENERAL MANAGER

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15<sup>TH</sup> JULY 2021.

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- Clr Maslin advised that the Beckom Hall and Community Committee would like a wool bale for their town sign emblem.
- Clr McKinnon asked for a report to be presented to the August 2021 meeting regarding the Local Government and State Government policies in relation to shipping containers.
- Clr McCann reported regarding the works to be undertaken by Goldenfields Water County Council for the 2021-2022 Financial Year.
- Clr Maslin requested an update regarding the upgrade of Bygoo Road. Tony Donoghue advised the Narrandera Local Aboriginal Land Council had formally not accepted the initial offer. A reply was forwarded regarding subsequent offers that had been made. Representations have also been made to Melinda Pavey's office.
- Clr Maslin requested an update in relation to the Ardlethan Tin Mine Development.
- Clr Crocker requested an update in relation to the Coolamon Industrial Estate. Tony Donoghue advised that Council are still working through the requirements to finalise the purchase of the additional land. Tony Kelly advised that pricing has been received from a number of infrastructure providers.

***Meeting Closed at 4.48pm.***

Confirmed and signed during the Meeting held this 19<sup>th</sup> day of August 2021.

.....  
**MAYOR**

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15<sup>TH</sup> JULY 2021.

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MINUTES OF THE AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING HELD AT THE COUNCIL  
CHAMBERS, COOLAMON ON MONDAY 5<sup>TH</sup> JULY 2021 AT 2.00PM.

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**BUSINESS:**

- 1) Apologies.
- 2) Confirmation of Minutes (24 March 2021)
- 3) Matters Arising from previous Minutes
- 4) External Audit
- 5) Internal Audit
- 6) Risk Management
- 7) Notification of Incidents of Fraud or Investigation involving Coolamon Shire Council
- 8) General Business
- 9) Next Meeting

**PRESENT:** R Smith (Bland Shire Council), A Balind (Bland Shire Council) and Clr D McCann

**STAFF:** T Donoghue, General Manager  
C Armstrong, Executive Manager, Corporate & Community Services

**INTERNAL AUDIT:** I Roberts (Blackadder & Associates)

**EXTERNAL AUDIT:** D MacKenzie (Crowe)

**APOLOGIES:** Clr B Hutcheon and Clr A White

1) **APOLOGIES**

Apology of Clr B Hutcheon and Clr A White was received and noted.

2) **CONFIRMATION OF MINUTES (24 MARCH 2021)**

**Recommendation**

That the Minutes of the Meeting held 24 March 2021 as circulated be confirmed and adopted.

3) **MATTERS ARISING FROM MINUTES (24 MARCH 2021)**

Nil

4) **EXTERNAL AUDIT**

D MacKenzie spoke to the Interim Management Letter for the year ending 30 June 2021 noting that the a single matter relating to Unauthorised Timesheets was added in the current year and that a prior year matter (Access to programs and data) had had it's consequence downgraded from High to Medium.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15<sup>TH</sup> JULY 2021.

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MINUTES OF THE AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING HELD AT THE COUNCIL  
CHAMBERS, COOLAMON ON MONDAY 5<sup>TH</sup> JULY 2021 AT 2.00PM.

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5) **INTERNAL AUDIT**

- a. Current Internal Audit Topics  
i. GIPA Performance and Compliance

I Roberts presented the "GIPA Performance and Compliance at Coolamon Shire Council" to the committee outlining the recommendations contained within the report.

C Armstrong provided the management responses to the Recommendations.

**Recommendation**

**That the "GIPA Performance and Compliance at Coolamon Shire Council" report and the associated Management Responses be adopted.**

- ii. IT

C Armstrong and T Donoghue advised that Gary Mottau had been engaged to undertake an audit on Council's IT issues, specifically in relation to the outstanding Management Letter points raised by the Audit Office of NSW.

- b. Report on Actions taken since last meeting.

A report showing the recommendations relating to the previous audits was presented to the committee, specifically actions undertaken relating to the Depot Inventory Management.

6) **RISK MANAGEMENT**

- a. Enterprise Risk Management  
An Action Report relating Council's Enterprise Risk Register was presented to the committee. C Armstrong and T Donoghue spoke on the activities that have been undertaken since the last meeting.
- b. Statewide Mutual – 2020-2021 CIP Workbook – Benchmarking  
The report was presented to the committee
- c. Statecover Mutual – Injury Report  
The report was presented to the committee.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15<sup>TH</sup> JULY 2021.

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MINUTES OF THE AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING HELD AT THE COUNCIL  
CHAMBERS, COOLAMON ON MONDAY 5<sup>TH</sup> JULY 2021 AT 2.00PM.

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7) **NOTIFICATION OF INCIDENTS OF FRAUD OR INVESTIGATIONS INVOLVING COOLAMON  
SHIRE COUNCIL**

- a. Incidents of Fraud  
Nil reported.
- b. NSW Ombudsman's Reports  
Nil reported.
- c. ICAC Enquiries involving Coolamon Shire Council  
Nil reported.
- d. Office of Local Government  
Nil reported.

8) **GENERAL BUSINESS**

Nil

9) **NEXT MEETING**

The next meeting of the Audit, Risk & Improvement Committee to be scheduled in late  
November 2021 subject to the timetabling of all committee meetings for participating  
Internal Audit Alliance Councils.

*Meeting closed at 2.45 pm.*



MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15<sup>TH</sup> JULY 2021.

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MINUTES OF THE NOXIOUS WEEDS MEETING OF COOLAMON, JUNE & TEMORA HELD AT  
JUNEE SHIRE COUNCIL ON TUESDAY, 22 JUNE 2021 AT 2.00PM.

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**BUSINESS:**

- 1) Apologies.
- 2) Confirmation of the Minutes of the Meeting held 23 February 2021.
- 3) Matters arising from Previous Minutes.
- 4) Correspondence
- 5) Agenda Items:
  - 1) Rob Ferguson Management Pty Ltd – Quarterly Report
  - 2) WAP – Report/Funding
  - 3) Riverina Regional Weeds Committee/LLS
  - 4) Rail Corridor Maintenance
  - 5) RFS Fire Mitigation Grant
  - 6) Term 'Noxious' in Biosecurity Act
  - 7) Travelling Stock Routes
  - 8) Inspection Areas
  - 9) General Business
  - 10) Next Meeting

**PRESENT:** Tony Kelly, Coolamon Shire Council  
Jeremy Crocker - RENWA  
David Carter, Junee Shire Council  
Kris Dunstan (phone hookup)  
Cole Davis – Junee Shire Council

**APOLOGIES:** Clr John Seymour, Coolamon Shire Council  
Robert Ferguson  
Clr Colin McKinnon, Coolamon Shire Council  
Clr Graham Sinclair, Temora Shire Council

**1) APOLOGIES**

**RESOLVED** that the apologies of Clr John Seymour, Robert Ferguson, Colin McKinnon, Graham Sinclair.

**2) CONFIRMATION OF THE MINUTES OF THE MEETING HELD 23 FEBRUARY 2021.**

**RESOLVED** that the Minutes of the Meeting held 23 February 2021 be received.

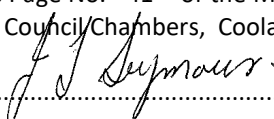
**3) MATTERS ARISING FROM THE MINUTES HELD 23 February 2021.**

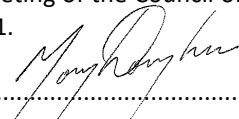
There were no matters arising.

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This is Page No. 41 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15<sup>th</sup> July, 2021.

  
..... MAYOR

  
..... GENERAL MANAGER

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15<sup>TH</sup> JULY 2021.

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MINUTES OF THE NOXIOUS WEEDS MEETING OF COOLAMON, JUNE & TEMORA HELD AT  
JUNEE SHIRE COUNCIL ON TUESDAY, 22 JUNE 2021 AT 2.00PM.

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4) **CORRESPONDENCE**

Nil.

5) **AGENDA ITEMS**

1) **RENWA Report**

- Private property inspections carried out and annual target achieved.
- Attended Murrumbidgee Field Days provide extension and distribute educational material.
- Attended Hudson pear biological control program.
- Invited to attend LLS Biological Control workshop at Yanco.
- No new weed incursions.
- Coolatai Grass has popped up in a couple of new patches near Old Junee.
- Murrumbidgee River inspection with no major concerns.
- Working with Bidgee North Landcare co-ordinator on ideas for collaborative projects.
- Completed works for Crown Land at Ardlethan and Temora.
- Have submitted quotes for Crown Land to complete work at Ardlethan and a job at Dairy Street Temora.
- Looking at sites in Junee to compile a CRIF application.
- \$50,000.00 for LLS secured for the mechanical removal of African Boxthorn in Coolamon Shire.
- Staff have been working on a project for the management of Cane Needle Grass which has an isolated population around the lake in Temora.

2) **WAP Report**

All weed plan inspections and reporting requirements satisfied.

3) **Riverina Regional Weeds Committee/LLS**

Attended RRWC meeting – no major issues of concern raised. Coolamon Shire Council has been successful in obtaining a grant to the value of \$50,000.00 for their mechanical removal of African Boxthorn. Target areas have been identified, deed signed and works will commence in the near future.

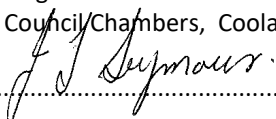
4) **Rail Corridor Maintenance**

The John Holland Group no longer hold the contract for maintenance of the Country Rail Network. RENWA officers have recently noticed a drop off in response from John Holland representatives and is hoped that the new maintenance providers provide an improved service to the corridor.

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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 15<sup>th</sup> July, 2021.



..... MAYOR



..... GENERAL MANAGER

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15<sup>TH</sup> JULY 2021.

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MINUTES OF THE NOXIOUS WEEDS MEETING OF COOLAMON, JUNEE & TEMORA HELD AT  
JUNEE SHIRE COUNCIL ON TUESDAY, 22 JUNE 2021 AT 2.00PM.

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Jeremy Crocker will contact John Holland representatives in an attempt to obtain details of the new contractors and handover dates.

**5) RFS Fire Mitigation Grant**

Concerns have been raised over the RFS moving away from chemical spraying and only accepting mechanical practices to achieve firebreaks across the identified road network. A notification was provided to Councils after many had already submitted their 2021/2022 funding applications and with no logical reason. Such practices are considered least efficient and effective. Jeremy Crocker will follow up with RFS in an effort to obtain reasoning for such an approach.

**6) Term 'Noxious' in Biosecurity Act**

At the recent regional weeds committee meeting it was advised that the term 'noxious' has been removed from the biosecurity act and Councils should consider refraining from using the term in any interaction with the public or naming of committees. RENWA member Councils considered this to be a minor issue and will reconsider on renewal of contact.

**7) Government Stock Routes**

Representatives of LLS have been in contact with Councils in an attempt to determine pre-approved travelling stock routes within their Shire. This is all part of LLS pilot project for the region in determining grazing loops which would be put out to tender for a 4 year grazing period. Councils are advised to carefully consider the pre-approved routes linking stock reserves. It is suggested that a traffic light system approach be adopted where 'no go' zones are highlighted in red, those for consideration on 3 monthly plans be identified in amber and pre-approved routes in green. Jeremy Crocker advised that he saw benefits in the scheme with regard to the management of noxious weeds but Council's Engineers should carefully consider the impact of the travelling stock on its sealed and unsealed road network.

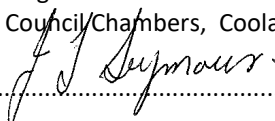
**8) Inspection Areas**

RENWA officers are performing random inspections across the Shires generally occur in regions they are working at the time. They have a fair number of inspections to finish off and are receiving good responses from landholders.

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This is Page No. 43 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15<sup>th</sup> July, 2021.



..... MAYOR



.....GENERAL MANAGER

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15<sup>TH</sup> JULY 2021.

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MINUTES OF THE NOXIOUS WEEDS MEETING OF COOLAMON, JUNEE & TEMORA HELD AT  
JUNEE SHIRE COUNCIL ON TUESDAY, 22 JUNE 2021 AT 2.00PM.

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9) **General Business**

- Roadside spaying has previously been on an adhoc individual Council basis and is suggested that a more strategic plan be developed for all 3 councils. Tony Kelly will correspond with all Councils obtaining historic and preferred treatment window for each individual Council which will be forwarded to Rob Ferguson for development into a strategic plan.
- RENWA staff have been working on a funding submission for the management of Cane Needle Grass. Cane Needle Grass is an introduced invasive perennial tussock listed in the Murrumbidgee plan for eradication. The draft submission is attached for your information and will be submitted to LLS in the near future.

10) **NEXT MEETING**

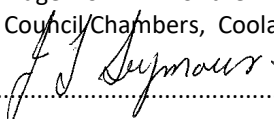
**RESOLVED** that the next Meeting be held on Tuesday 28 September 2021 at 2.00pm at Coolamon Shire Council.

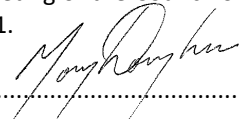
*Meeting Closed at 3.30 p.m.*

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..... MAYOR

  
..... GENERAL MANAGER

DRAFT

**Cane Needle Grass (*Nassella hyalina*)  
Management Plan  
Riverina Local Lands Service area**



**Overview**

Cane Needle Grass is an introduced invasive perennial tussock from the *Nassella* genus of spear grasses. Cane Needle Grass was discovered first locally on the North Wagga Flats in 2003 and more recently in Temora at Lake Centenary, these sites are part of a small number of infestations Australia wide.

Introduced from South America *N. hyalina* is related to *N. trichotoma* (Serrated tussock) and *N. neesiana* (Chilean Needle Grass) and with its tussocky growth habit and prolific seed production it has the potential to become a serious weed of pastures and riparian areas.

**Current distribution**

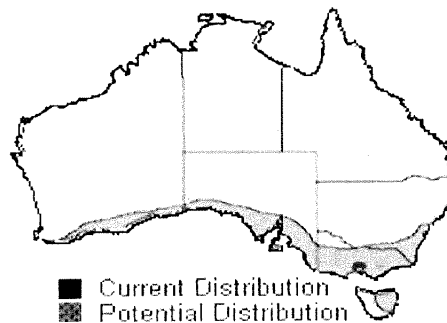
Major infestations occur around the outer western suburbs of Melbourne and central Victoria and in New South Wales on the northern tablelands along with the infestations at North Wagga and Temora.

The North Wagga infestation is found in small clumps and scattered patches over 20 ha of reserve and on adjacent private land and stock routes. Clumps of plants have also been found on the Wiradjuri walking track along the Murrumbidgee River, River rd. Estella and on the Gobba TSR.

Temora's infestation is limited to a small population surrounding Lake Centenary and adjoining creek line.

Cane Needle Grass invades open woodlands and grasslands preferring mainly fertile soils that have been degraded with a history of disturbance.

Based on climatic suitability, the estimated potential distribution of Cane Needle Grass in Australia is 900,000 ha. It has the potential to affect the biodiversity of riparian areas and grasslands and poses a direct threat to conservation reserves such as the North Wagga Flats.



**Figure1)** Current and Potential distribution of Cane Needle Grass (*Nassella hyalina*) in Australia. Source: CRC Weed Management Guide.

#### **Methods of dispersal**

The exact amount of seed produced by Cane Needle Grass is unknown due to the plants limited distribution; however research carried out on the closely related Serrated Tussock and Chilean Needle Grasses indicate potential seed production could be tens of thousands of seeds per plant.

Spread is mainly via seed. Large sharp awns occur on the seeds, readily attaching themselves to clothing, fur and machinery ensuring its spread. Seeds can also be spread by soil movement. The majority of seed is produced in flower heads, but secondary seed is also present in the stems called cleistogens. These secondary seeds allow the plant to reproduce despite grazing, slashing and fire and further complicate management.

*J. J. Seymour*

..... MAYOR

*M. J. Douglas*

..... GENERAL MANAGER

Seeds are 6-10 mm in length with a twisted bent awn around 35-40 mm long. The ligule is up to 2mm in length and has only a few short hairs. Mature seed appears silver to white in colour with a wispy appearance. After initial seed drop plants also have the ability to weaken at the last node allowing passing animals, humans, vehicles and wind and water to aid in secondary dispersal.

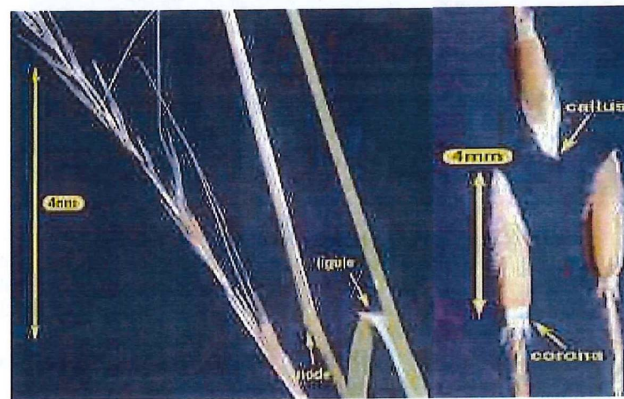


Photo- David McLaren

**Figure 2)** Seed head of Cane Needle Grass (*Nassella hyalina*)

#### **Threats**

Cane Needle Grass poses a serious threat to the Riverina region in general, potentially affecting agricultural production, urban bushland areas and the natural environment.

Locally, the current infestations threaten a major biodiversity/regeneration project on the North Wagga Flats that has been ongoing since 2001. The surrounding riparian environment and adjacent agricultural land is also under threat of infestation. The Red Gum community of North Wagga Flats is particularly of high value, as it offers potential core habitat for a range of threatened species, including the Barking Owl, Swift Parrot, Superb Parrot and a threatened population of Squirrel Gliders.



North Wagga Flats-Photo D. Read 2006

**Current status**

Currently Cane Needle Grass (*Nassella hyalina*) is listed in the Local Land Services, Riverina Regional Strategic Weed Management Plan as a Regional Priority Weed Objective – ERADICATION: The following weeds are present in limited distribution and abundance. Elimination of the biosecurity risk posed by these weeds is reasonably practicable.

- The plant is eradicated from the land and the land is kept free of the plant.
- Land managers mitigate the risk of the plant being introduced to their land.
- The plant or parts of the plant are not traded, carried, grown or released into the environment.

It has the potential to be devastating to riparian areas and locally poses a threat to biodiversity and threatened wildlife populations.

**Project description:**

Infesting sites around Lake Centenary in the Temora Local Government area and the Murrumbidgee River in the Wagga Wagga Local Government area, Cane Needle Grass is a serious threat to riparian areas. This project aims to through the employment of a Project Officer, identify, spatially map and prevent new incursions, eradicate where possible and contain and reduce core infestations of Cane Needle Grass in the Riverina Local Land Services area including Lake Centenary, the Temora research farm, North Wagga Flood plain and the Murrumbidgee Valley River Redgum National Parks. The project also aims to employ a Project Officer to oversee the implementation of the plans objectives, coordinate the control works and increase awareness through engaging the general public, public and private land managers, recreational groups Landcare groups and more.

*J. J. Seymour*

..... MAYOR

*Morgan Douglas*

.....GENERAL MANAGER



MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
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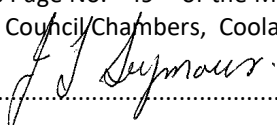
The Project Officer will also develop a suite of information material, host field days and events and attend conferences to ensure best practise.

**Objectives:**

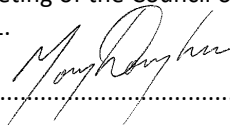
1. Prevent new incursion of the plant.
2. Eradicate the plant where possible.
3. Contain existing core infestations.
4. Identify all sites infested with the weed.  
Key activities: Undertake a comprehensive inspection program.
5. Increase Land Manager awareness of the weed.  
Key activities: Hold regular stakeholder meetings. Attend and hold field days, conferences and events. Produce and or distribute information material. Initiate a "farm gate" signage program where participants place a sign on their properties to say work is being undertaken, on both private and public lands.
6. Conduct control activities on all known infestations regardless of land tenure.  
Key activities: Engage suitable contractor. Select appropriate herbicide/s.

**Steps to achieve objectives:**

- Inspect all known infested areas where Cane Needle Grass occurs throughout the season to determine presence and abundance.
- Inspection of surrounding private and public lands to ensure existing infestations are contained and prevented from further spread.
- Maintain a map of all known localities within the Riverina Local Lands Service area.
- Implement more frequent monitoring of current infestations to assist in identifying key periods of plant susceptibility.
- Maintain and expand on existing control programmes.
- Control programme reflecting the priority weed objective for eradication.
- Improve existing control regimes by adopting a tenure neutral approach where the project manager and contract spray operator undertake all control works.
- Experiment with alternative control methods where applicable.



..... MAYOR



..... GENERAL MANAGER

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON  
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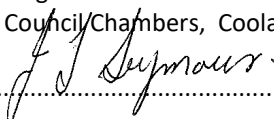
- Investigate and trial riparian native species as a competitor to Cane Needle Grass.
- Implement a more coordinated approach to management through regular liaison with other agencies and community groups such as Landcare and OzFish.
- Streamline communications with control operators to achieve more timely and effective control.
- Attempt to prevent accidental spread by maintenance programs through improved communication, education and signage.
- Improve public awareness through extension programs, including live plant displays at local field days and promotional activities.


***Measuring success***

- Participation in control programs by all affected land managers.
- Well attended, innovative and informative field days held.

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This is Page No. 50 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15<sup>th</sup> July, 2021.

  
..... MAYOR

  
..... GENERAL MANAGER

**ATTACHMENTS FOR THE MEETING HELD 15TH JULY, 2021**

**ITEMS DISTRIBUTED WITH THE AGENDA**

- 1) ACTIVITY REPORTS
  - 1) Operating Statistics of the Coolamon Shire Library for June 2021.
  - 2) Community Development Officer's Report for June 2021.
  - 3) Road Safety Officer's Report for June 2021.  
Refer Correspondence Item (1a).
  
- 2) INFORMATION PAPERS
  - 1) Minutes of the Advance Ardlethan Committee Meeting held 5<sup>th</sup> July 2021.
  - 2) Draft Minutes of the REROC Board Meeting held 23<sup>rd</sup> April 2021.
  - 3) Draft Minutes of the RIVJO Board Meeting held 23<sup>rd</sup> April 2021.
  - 4) Minutes of the Coolamon Showground Management Committee Meeting held 13<sup>th</sup> May 2021.
  - 5) Minutes of the Coolamon Showground Management Committee Meeting held 8<sup>th</sup> July 2021.  
Refer Correspondence Item (2a).
  
- 3) A copy of the NSW Department of Education Quality Standard Review on the operation of the Childcare Centre.  
Refer General Manager's Report (GM1), [File No. C.04-07].
  
- 4) Correspondence regarding the report on Councillor Remuneration.  
Refer General Manager's Report (GM2), [File No. C.12-03].
  
- 5) Correspondence regarding the report on Ardlethan Exercise Equipment.  
Refer Executive Manager, Engineering & Technical Services' Report (ES6), [File No. P.01-02].
  
- 6) Correspondence regarding Water Connection to proposed locally available Water Resources.  
Refer General Manager's Report (GM4), [File No. F.03-11, W.01-02].
  
- 7) Correspondence regarding the Local Government NSW Annual Conference.  
Refer General Manager's Report (GM5), [File No. L.07-04].