

Meeting commenced at 2.00pm.

BUSINESS:

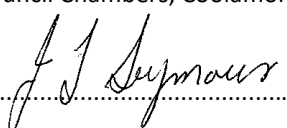
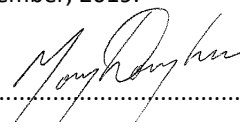
- 1) Apologies
- 2)
 - a. Confirmation of Minutes of the Meeting held 22nd August, 2019.
 - b. Matters arising out of Minutes. (Not elsewhere reported)
- 3) Correspondence
 - a. Agenda A (Information Only)
 - b. Agenda B
- 4) General Manager's Report
 - 4.1 General Manager's Report
 - 4.2 Executive Manager, 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 19th September, 2019.
- 6) Reports: Delegates/Mayor/Councillors

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

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;
Samantha Jennings, Finance Manager.

1) APOLOGIES

There were no apologies.

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

2a) CONFIRMATION OF MINUTES OF THE MEETING HELD 22ND AUGUST, 2019.

RESOLVED on the motion of Clr Maslin and seconded by Clr McKinnon that the Minutes of the Meeting held 22nd August, 2019 as circulated be confirmed and adopted. 187/09/2019

2b) MATTERS ARISING OUT OF THE MINUTES
There were no matters arising out of the Minutes.

3) CORRESPONDENCE

AGENDA A (FOR INFORMATION ONLY)

1a) ACTIVITY REPORTS

General Manager's Note

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

- 1) Operating Statistics of the Coolamon Shire Library for August 2019.
Attachment No. 1.1
- 2) Community Development Officer's Report for August 2019.
Attachment No. 1.2
- 3) Tourism and Business Development Officer's Report for August 2019.
Attachment No. 1.3
- 4) Road Safety Officer's Activity Report for August 2019.
Attachment No. 1.4

2a) INFORMATION PAPERS

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

- 1) Minutes of the Advance Ganmain Committee Meeting held 4th September, 2019. [Attachment No. 2.1](#)
- 2) Minutes of the AGM and Ordinary Meeting of the Advance Marrar Committee held 22nd August, 2019. [Attachment No. 2.2](#)

AGENDA B

1b) THE HON SHELLEY HANCOCK MP (E.03-01, SC163; F.03-11, SC459; F.03-12, SC183)

Forwarding a response to Council's letter dated 28 May, 2019 on behalf of the Premier, the Hon Gladys Berejiklian MP, regarding increases to the Emergency Services Levy.

General Manager's Note

- ➔ A copy of the letter is attached to Councillor's information papers. [Attachment No. 3](#)

2b) INDEPENDENT PRICING AND REGULATORY TRIBUNAL (IPART) (R.04-05, SC325)

Advising that they have set the 2020-21 Rate Peg for NSW Councils at 2.6%.

General Manager's Note

- ➔ A copy of the Media Release and Fact Sheet is attached to Councillor's information papers. [Attachment No. 7](#)

RESOLVED on the motion of Clr Crocker and seconded by Clr White that the Correspondence listed in Agenda A and Agenda B be received and noted.

[188/09/2019](#)

4) GENERAL MANAGER REPORTS

4.1) GENERAL MANAGER REPORTS

GM1) ELECTION OF MAYOR, COMMITTEES AND DELEGATES (C.11-01)

1) ELECTION OF MAYOR

No Election is required due to the Mayor being elected for a two year term in accordance with Section 230(1) of the Local Government Act 1993.

2) ELECTION OF DEPUTY MAYOR – LOCAL GOVERNMENT ACT 1993 (SECTION 231)

No Election is required due to the Deputy Mayor being elected for a two year term in accordance with Section 231(2) of the Local Government Act 1993. (Refer to Council Minutes dated 20th September, 2018)

3) DETERMINATION OF DATE AND TIME OF MEETING

The Local Government Act requires that Council should meet at least ten times per annum, each time being in a different month. (Section 365). It is appropriate therefore that Council determine the date and time for its Ordinary Meeting. Current policy is that Council meets on the third Thursday of the month commencing at 2.00pm.

RESOLVED on the motion of Clr McCann and seconded by Clr Hutcheon that the Ordinary Meeting of Council be held at 2.00pm on the third Thursday of the month. 189/09/2018

4) APPOINTMENT OF DELEGATES

The following delegates are appointed usually for the term of Council unless Council proposes changes. The Organisations are external to Council's Administration.

	ORGANISATION	DELEGATES
a	Riverina Regional Library	<ul style="list-style-type: none">• Clr K Logan• General Manager, T Donoghue• Alternate Delegate: Executive Manager, Corporate & Community Services, C Armstrong

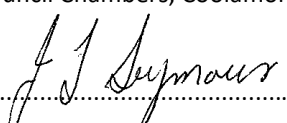
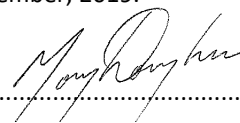
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 19TH SEPTEMBER, 2019.

b	Traffic Facilities Committee	<ul style="list-style-type: none"> Executive Manager, Engineering & Technical Services, T Kelly
c	Riverina Eastern Regional Organisation of Councils (REROC)	<ul style="list-style-type: none"> Mayor, Clr J Seymour General Manager, T Donoghue
d	Goldenfields Water County Council	<ul style="list-style-type: none"> Clr D McCann
e	Local Emergency Management Committee	<ul style="list-style-type: none"> Executive Manager, Engineering & Technical Services, T Kelly General Manager, T Donoghue Clr Dave McCann
f	Eastern Riverina Arts	<ul style="list-style-type: none"> Community Development Officer, J Inch
g	<p>Community Safety Precinct Committee (CSPC) <i>This Committee can be deleted as it no longer meets.</i></p>	<ul style="list-style-type: none"> Mayor, Clr J Seymour Deputy Mayor, Clr B Hutcheon General Manager, T Donoghue Alternate Delegate: Clr D McCann
h	Noxious Weeds Authority Joint Venture Operating Committee	<ul style="list-style-type: none"> Clr J Seymour Clr C McKinnon Executive Manager, Engineering & Technical Services, T Kelly
i	NSW Rural Fire Service Agreement Committee	<ul style="list-style-type: none"> Clr C McKinnon
j	Riverina Regional Weeds Committee	<ul style="list-style-type: none"> Clr K Maslin
k	Riverina Joint Organisation of Councils	<ul style="list-style-type: none"> Mayor, Clr J Seymour Associate Member: General Manager, Tony Donoghue

RESOLVED on the motion of Clr McCann and seconded by Clr White that the following delegates be appointed: 190/09/2019

	ORGANISATION	DELEGATES
a	Riverina Regional Library	<ul style="list-style-type: none"> Clr K Logan General Manager, T Donoghue Alternate Delegate: Executive Manager, Corporate & Community Services, C Armstrong

This is Page No. 5 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 19th September, 2019.


 MAYOR
 
 GENERAL MANAGER.

b	Traffic Facilities Committee	<ul style="list-style-type: none"> Executive Manager, Engineering & Technical Services, T Kelly
c	Riverina Eastern Regional Organisation of Councils (REROC)	<ul style="list-style-type: none"> Mayor, Clr J Seymour General Manager, T Donoghue
d	Goldenfields Water County Council	<ul style="list-style-type: none"> Clr D McCann
e	Local Emergency Management Committee	<ul style="list-style-type: none"> Executive Manager, Engineering & Technical Services, T Kelly General Manager, T Donoghue Clr Dave McCann
f	Eastern Riverina Arts	<ul style="list-style-type: none"> Community Development Officer, J Inch
g	Noxious Weeds Authority Joint Venture Operating Committee	<ul style="list-style-type: none"> Clr J Seymour Clr C McKinnon Executive Manager, Engineering & Technical Services, T Kelly
h	NSW Rural Fire Service Agreement Committee	<ul style="list-style-type: none"> Clr C McKinnon
i	Riverina Regional Weeds Committee	<ul style="list-style-type: none"> Clr K Maslin
j	Riverina Joint Organisation of Councils	<ul style="list-style-type: none"> Mayor, Clr J Seymour Associate Member: General Manager, Tony Donoghue

5) COUNCIL COMMITTEE STRUCTURE

The following Committees are structured as Council Committees and (with the exception of the General Manager's Performance Review Committee) cannot make binding decisions. Their role is to review issues directed to them and to make recommendations to the following Council Meeting.

- Committee of a Whole
All Councillors
 - To consider matters referred to this Committee that are in accordance with the relevant sections of the Local Government Act 1993 and to then make recommendations to the open Council Meeting.

- General Manager Performance Review Panel:
Councillor J Seymour
Councillor B Hutcheon
Councillor D McCann
 - To implement a General Manager Performance Appraisal System that is in accordance with the Guidelines issued by the Office of Local Government.
 - To determine the General Manager's Performance Agreement and to undertake the Performance Appraisal in its entirety.
 - To review and adjust the current General Manager's Employment Contract and the total Remuneration Package subject to Clause 8.3 of that Contract (refers to Performance Appraisal) and the Guidelines.
-

- Executive Management Committee:
General Manager, T Donoghue (Chairman)
Executive Manager, Engineering & Technical Services, T Kelly
Executive Manager, Corporate & Community Services, C Armstrong
Executive Manager, Development & Environmental Services, C Farmer
 - To consider operational issues as determined by the General Manager.
 - To review and prepare budgets and other financial documentation prior to submission to Council.
 - To review Council's Strategic 10 Year Plan prior for submission to Council.
 - To undertake policy and strategic review issues prior to Council consideration.
-

- Consultative Committee:
General Manager, T Donoghue
Mr J Mitchell
Mrs N Johnson
 - Council by law is required to constitute a Consultative Committee. The Committee considers issues of an industrial nature with recommendations coming to Council.
-

• ~~Code of Conduct Committee~~

~~Coolamon Code of Conduct Committee~~

~~Gary Lavelle, Temora Shire Council~~

~~Kris Dunstan, Temora Shire Council~~

~~Steve Firth, Temora Shire Council~~

~~Temora Code of Conduct Committee~~

~~Tony Donoghue~~

~~Courtney Armstrong~~

Note: This matter is now dealt with by a Code of Conduct Panel engaged by RERO.

• Audit, Risk & Improvement Committee

Mr Ray Smith, Bland Shire Council

Ms Adele Casey, Bland Shire Council

Clr Bruce Hutcheon

Clr Alan White

Alternate Delegate: Clr Dave McCann

Note:

Cootamundra-Gundagai Audit, Risk & Improvement Committee

Tony Donoghue

Courtney Armstrong

• Work Health & Safety Committee

Elected Representatives:

Works Staff

- Stephen Buttigieg

Parks & Gardens and Maintenance

- Craig Whitmore

Assets, Waste and Contractors

- Jason Mitchell

Coolamon Early Childhood Centre

- Karina Bourke
-

Administration

- Margaret Payton

Allawah Lodge Aged Persons Hostel

- ~~○ Julie Witt~~
- Jenny Smith

Allawah Community Care and Volunteers

- Karly Robinson

Management Appointed:

- Courtney Armstrong
- Scott Buchanan

Human Resources / Risk Management Officer:

- Nyrelle Johnson

- Under Work, Health & Safety Legislation, Council Staff are entitled to request the formation of a Work, Health & Safety Committee.

~~● Events Funding Committee:~~

~~Clr J Seymour
Clr K Maslin
Clr D McCann
Clr K Logan~~

- ~~➤ The purpose of the Committee is to review the various applications and make recommendations for formal approval by Council.~~

Note: This Committee is no longer required and it is dealt with at the Council Meeting.

RESOLVED on the motion of Clr Hutcheon and seconded by Clr Maslin that Council's Committee Structure be adopted as follows: 191/09/2019

- **Committee of a Whole**
All Councillors

- **To consider matters referred to this Committee that are in accordance with the relevant sections of the Local Government**

Act 1993 and to then make recommendations to the open Council Meeting.

• **General Manager Performance Review Panel:**

**Councillor J Seymour
Councillor B Hutcheon
Councillor D McCann**

- **To implement a General Manager Performance Appraisal System that is in accordance with the Guidelines issued by the Office of Local Government.**
 - **To determine the General Manager's Performance Agreement and to undertake the Performance Appraisal in its entirety.**
 - **To review and adjust the current General Manager's Employment Contract and the total Remuneration Package subject to Clause 8.3 of that Contract (refers to Performance Appraisal) and the Guidelines.**
-

• **Executive Management Committee:**

**General Manager, T Donoghue (Chairman)
Executive Manager, Engineering & Technical Services, T Kelly
Executive Manager, Corporate & Community Services, C Armstrong
Executive Manager, Development & Environmental Services, C Farmer**

- **To consider operational issues as determined by the General Manager.**
 - **To review and prepare budgets and other financial documentation prior to submission to Council.**
 - **To review Council's Strategic 10 Year Plan prior for submission to Council.**
 - **To undertake policy and strategic review issues prior to Council consideration.**
-

• **Consultative Committee:**

**General Manager, T Donoghue
Mr J Mitchell
Mrs N Johnson**

- Council by law is required to constitute a Consultative Committee. The Committee considers issues of an industrial nature with recommendations coming to Council.

- **Audit, Risk & Improvement Committee**

Mr Ray Smith, Bland Shire Council

Ms Adele Casey, Bland Shire Council

Clr Bruce Hutcheon

Clr Alan White

Alternate Delegate: Clr Dave McCann

Note:

Cootamundra-Gundagai Audit, Risk & Improvement Committee

Tony Donoghue

Courtney Armstrong

- **Work Health & Safety Committee**

Elected Representatives:

- *Works Staff* - Stephen Buttigieg
- *Parks & Gardens and Maintenance* - Craig Whitmore
- *Assets, Waste and Contractors* - Jason Mitchell
- *Coolamon Early Childhood Centre* - Karina Bourke
- *Administration* - Margaret Payton
- *Allawah Lodge* - Jenny Smith
- *Allawah Community Care* - Karly Robinson

Management Appointed:

- Courtney Armstrong
- Scott Buchanan

Human Resources / Risk Management Officer:

- Nyrelle Johnson

- Under Work, Health & Safety Legislation, Council Staff are entitled to request the formation of a Work, Health & Safety Committee.

6) DELEGATION OF VARIOUS AUTHORITIES TO COMMITTEES AND COUNCIL STAFF

Pursuant to a new Council being elected it is the responsibility of that Council to either reaffirm or revoke previous delegations to Council Staff and Committees. Delegations made to Staff or Committees allow the organisation to function without constant reference to Council. Decisions made are generally in accordance with Council's policies and as such expedite the decision making process. The following is a formal list of delegations that have existed in the past or have evolved through general practice.

DELEGATIONS FROM COUNCIL TO THE MAYOR

That subject to the requirements of the Local Government Act 1993 and regulations there under and any expressed policy of Council or the requirements or regulations under any other Act and pursuant to Section 377 of the Local Government Act 1993, the MAYOR, Clr John Seymour be authorised to exercise or perform on behalf of the Coolamon Shire Council the following powers, authorities, duties and functions:

- To carry out any function conferred on and duty imposed on the Mayor under any Act or regulation.
- To carry out the general supervision, control and direction of the General Manager.
- To approve Applications of Leave by the General Manager.
- To sign cheques drawn on Council's bank accounts in conjunction with the General Manager or any other Staff Member authorised by the General Manager.
- To affix the Common Seal of Council in conjunction with the General Manager to any necessary document pursuant to or consequent upon any decision of Council.
- To respond to media publicity on Council matters and to issue media releases and make statements to the media on behalf of Council.
- Approve attendance by Elected Members and Senior Staff at Conferences and Seminars etc., within New South Wales and the ACT to a maximum of three days and within budget provisions.

- Authorise urgent works up to an amount of \$20,000.

DELEGATIONS FROM COUNCIL TO DEPUTY MAYOR

That subject to the requirements of the Local Government Act 1993 and regulations there under and any expressed policy of Council or the requirements or regulations under any other Act and pursuant to Section 377 of the Local Government Act 1993, the DEPUTY MAYOR, Cllr Bruce Hutcheon be authorised to exercise on behalf of Coolamon Shire Council the following powers, authorities, duties and functions:-

- To carry out the statutory functions of the Mayor and exercise the delegations conferred upon the Mayor whenever the Mayor is absent from the Council area or is otherwise unable to carry out his duties.
- To affix the Common Seal of the Council in conjunction with the General Manager to any necessary document pursuant to or consequent upon any decision of Council.

FUNCTIONS OF THE GENERAL MANAGER

In pursuance of Section 335 of the Local Government Act, 1993 the GENERAL MANAGER, Anthony Gerard Donoghue has the following functions:

- 1) The General Manager is generally responsible for the efficient and effective operation of the Council's organisation and for ensuring the implementation, without undue delay, of decisions of the Council.
- 2) The General Manager shall have the following particular functions:
 - the day to day management of the Council;
 - to exercise such of the functions of the Council as are delegated by the Council to the General Manager;
 - to appoint staff in accordance within the organisation structure and resources approved by the Council provided. The General Manager may appoint or dismiss Senior Staff only after consultation with the Council;
 - to direct and dismiss staff; and
 - to implement the Council's equal employment opportunity management plan.

- 3) The General Manager has such other functions as may be conferred or imposed on the General Manager by or under this or any other Act.

These functions include but are not limited to the following:

- To carry out the regular services and operations of the Council within the sums voted by the Council for expenditure thereon and in accordance with any policy or resolution of the Council.
- To perform or authorise any action necessary to comply with any decision, policy or code of Council, any statutory requirements of the Local Government Act or regulation or any other law, rule or regulation affecting Council.
- Reject any application within the prescribed period if it is not clear as to the approval sought or if it is not easily legible.
- Request any additional information that is reasonably necessary to determine any application.
- Authorise the purchase of stationery; seek quotes for office equipment and acceptance of quotes for amounts covered within the Budget.
- Letters of reference may be issued by the General Manager under Council's letterhead at his discretion.
- Grant the tenancy on behalf of Council to permanent residents of Kindra Lodge, Centenary Lodge, Ganmain Aged Persons Units, Ardlethan Aged Persons Units, Allawah Lodge, Allawah Village and other Council dwellings subject to such discussions on appropriateness of tenants with the Mayor.
- To sign purchase orders on Council's behalf.
- To determine the matters which are to be included in the Business Papers subject to the inclusion of the following items whenever they arise, namely:-
 - a) Reports on matters which cannot be determined under Delegated Authority.
 - b) Reports required to be submitted under any Act or regulation.

- c) Reference to any deputations which the Council has agreed to receive.
 - d) Matters requiring a determination of policy.
 - e) Reports directed by Council to be submitted.
 - f) Matters essential for the Councils information.
 - g) Matters requiring a vote of money.
 - h) Matters where the General Manager is of the opinion that any application should be refused.
- To reply to all routine correspondence not involving a monetary vote by Council, not effecting Council policy and not requiring the consideration of Council.
 - To authorise the payment of salaries and wages of the employees of the Council within the sums voted by the Council for expenditure thereon.
 - To authorise payment of accounts in respect of works or votes authorised by Council or associated with the functions of Council.
 - To approve applications for extension of time to pay accounts where acceptable case is made out.
 - To sign cheques drawn on Council's bank account and authorise and transmit electronic transfers from Council's bank account in conjunction with any other person authorised to sign cheques or electronic transfers on Council's behalf.
 - Refund of Trust Fund Deposits including Contract Deposits on the recommendation and certification of the appropriate servant.
 - Accept quotations for the purchase of and replacement of light vehicles.
 - To authorise approval of leave of absence for all Staff of the Council.
 - To apply to wages and salaries any automatic award variations basic wage variation or cost of living adjustments subject to official notification from Local Government NSW or total financial resource allocation in Council's Operational Plan.

- To approve attendance by Council Officers and Staff at Conferences and Seminars which are conducted by or endorsed by the Office of Local Government and other relevant authorities and/or Local Government NSW.
- To approve attendance by Staff at training courses included in Council's Staff Training Programme together with associated User Group Meetings and for which funds are available in Council's Budget.
- To authorise Council Staff to attend Professional Conferences in accordance with Councils policy.

DELEGATIONS OF AUTHORITY TO THE GENERAL MANAGER

That pursuant to Section 377 of the Local Government Act, 1993, Council delegates to the GENERAL MANAGER, Anthony Gerard Donoghue the functions of Council under the Local Government Act, 1993 other than those functions which, pursuant to sub-section (1) of that section, cannot be delegated by the Council.

That pursuant to Section 381 of the Local Government Act, 1993, Council delegates to the GENERAL MANAGER, Anthony Gerard Donoghue the exercise of functions conferred or imposed on Council employees under other Acts.

The General Manager shall exercise the functions herein delegated in accordance with and subject to:-

- (i) the provisions of the Local Government Act, 1993 and other relevant legislation; and
- (ii) each and every policy of the Council adopted by resolution and current at the time of the exercise of the function herein delegated.

The delegations under Section 377 and 381 of the Local Government Act, 1993 include but are not limited to the following:

Local Government Act, 1993

- (a) Chapter 6 - Services Function
 - (i) PART 2 - PUBLIC LAND
s.54 - Issue of Land Classification Certificates.
- (b) Chapter 7 - Regulatory Function

- (i) PART 1 - APPROVALS
- s.68 - Approval of activities specified in the table (Section 68 Local Government Act), except in so far as the Local Government Act, 1993, the regulations or a local policy adopted by the Council allows the activity to be carried out without approval.
- s.82 - To modify provisions of Clauses 54 and 55 of the (Approvals) Regulations.
- s.94 - Determination of Applications by granting approval, either conditionally or subject to conditions, or by refusing approval.
- s.95 - Exercising Council's power for deferred commencement of approvals.
- s.96 - Exercising Council's power to grant Staged Approval.
- s.97 - Exercising Council's power to apply Conditions concerning security.
- s.98 - Exercising Council's power to impose Other Conditions.
- s.99 - Giving of notice to applicants of determination of Applications.
- s.100 - Review of Determination where made by a delegation of Council.
- s.106 - Exercising Council's power to amend an approval, in accordance with the procedures outlined in Section 106.
- s.107 - Exercise Council's power to extend or review an approval.
- s.108-109 - Exercise Council's power to revoke or modify an approval in any of the following circumstances:-
- (a) if the approval was obtained by fraud, misrepresentation or concealment of facts;
 - (b) for any cause arising after the granting of the

- approval which, had it arisen before the approval was granted, would have caused the Council not to have granted the approval (or not have granted it in the same terms);
- (c) for any future failure to comply with a requirement made by or under the Local Government Act, 1993 relating to the subject of the approval; and
- (d) for any failure to comply with a condition of the approval.

(ii) PART 2 - ORDERS

s.124 - Order a person to do or refrain from doing a thing specified in Column 1 Table No.2 (Chapter 7 - Orders) if the circumstances specified opposite in Column 2 of the Table exists and the person comes within the description opposite it in Column 3 of the Table.

s.125 - Order a person responsible for a public nuisance to abate such nuisance.

s.132 - Give notices of an Order under Section 121.

(c) Chapter 8 - Ancillary Functions

(i) PART 1 - ACQUISITION OF LAND

s.186-187 - Negotiate on Council's behalf for the acquisition of land for the purpose of exercising any of the functions, up to the stage of presenting offers to Council for determination.

(ii) PART 2 - ENTRY ON TO LAND AND OTHER POWERS

s.191-192 - Authorise Council employees (or other persons) to enter any premises for the purpose of enabling the Council to exercise its functions.

s.194 - Authorise the use of force for the purposes of entering premises.

- s.201 - Make application to an authorised Justice for the issue of a Search Warrant.
- (d) Chapter 11 – How Are Councils Staffed
- (i) PART 3 – PUBLIC OFFICER
- s.342 - Designate a member of staff as a Public Officer.
- s.353 - Prohibit staff from engaging in private employment or contract work outside Council.
- (e) Chapter 12 - Operation of Councils
- (i) PART 3 - SALE OF COUNCIL PROPERTY - PLANT AND EQUIPMENT
To dispose of Council plant and equipment by way of sale at the best offer received when:
- (1) The sale of such item of plant and equipment is approved in the current year's annual operating plan and budget or approved by the Asset Management Committee; or
- (2) The item of plant, equipment or material is obsolete, unserviceable and/or surplus to Council's requirements and the sale of such item of plant or equipment represents the most cost effective option.
- (ii) PART 4 – INSURANCE
- s.382 - Make arrangements for adequate insurance against public liability and professional liability.
- (f) Chapter 15 - Council Finances
- (i) PART 3 - ORDINARY RATES
- s.514 - Determine and declare the categorisation of land for the purpose of making an ordinary rate.
- s.515 - Determine and declare the categorisation of land as farmland.
- s.516 - Determine and declare the categorisation of land as

residential.

- s.517 - Determine and declare the categorisation of land as mining.
- s.518 - Determine and declare the categorisation of land as business.
- s.519 - Determine and declare the categorisation of vacant land.
- s.520 - Issue notices of categorisation of land.
- s.523 - Review determinations of categorisation of land.
- s.525 - Determine applications for change of categorisation of land.
- s.548A - Determine applications for aggregation of land values by Council and to adjust and re-levy accordingly.

(ii) PART 5 - LEVYING OF RATES AND CHARGES

- s.552 - Determination of what land may be subject to a water supply special rate or charge.
- s.553 - Determination of time at which land becomes subject to special rate or charge.

(iii) PART 6 - RATEABLE LAND

- s.555 - Determination of what land is exempt from all rates.
- s.556 - Determination of what land is exempt from all rates, other than water supply special rates and sewerage special rates.

(iv) PART 7 - PAYMENT OF RATES AND CHARGES

- s.564 - Approval of agreements as to periodical payment of rates and charges.

s.567 - Write-off accrued interest on rates or charges payable by a rateable owner if, in the General Manager's opinion:-

- (a) the rateable owner is unable to pay the accrued interest for reasons beyond the rateable owner's control; or
- (b) payment of the accrued interest would cause the rateable owner hardship. Section 569 - Issue and serve notices on occupiers for liability for payment of unpaid rates and charges.

(v) LOCAL GOVERNMENT GENERAL REGULATION (2005)

cl.131 - To write off Rates and Charges in accordance with the regulation under this clause.

- To write off Rates and Charges up to \$10,000 in accordance with this clause (errors, at law or cost effectiveness).
- To write off debts to Council up to \$500.00 in accordance with this clause.

(vi) PART 13 - INVESTMENTS

s.625 - Arrange the investment of money that is not, for the time being, required by the Council for any other purpose.

Money may only be invested in the following:-

- (a) in any security authorised by the Trustee Act; or
- (b) in a form of investment notified by order of the Minister published in the Government Gazette.

(vii) LOCAL GOVERNMENT GENERAL REGULATION, 2000

cl.144 - To apply water restrictions under the terms of this clause.

Council delegates to the General Manager the functions, powers, duties and authorities conferred upon it by the following Acts:-

- Aged Care Act, 1997
- Children and Young Persons (Care and Protection) Act, 1998
- Companion Animals Act, 1998 & Regulations
Part 5 Division 1 relating to the declaration of dangerous dogs, the consideration of objections by owners of proposed dangerous dogs, revocation of dangerous dog declarations where it is appropriate to do so and to authorise persons for the purposes of that Act.
- Contaminated Land Management Act, 1997 & Regulations
- Environmental Planning and Assessment Act, 1979 & Regulations
 - i) The authority to determine development applications lodged for consent under Part 4 of the Environmental Planning & Assessment Act, 1979 which:
 - a) Comply with the provisions of any Environmental Planning Instrument;
 - b) Are consistent with relevant Development Control Plans, Codes or Policies adopted by the Council;
 - c) May be considered under Part 4 Division 2 (Existing Use) of the Environmental Planning & Assessment Act, 1979;
 - d) Are the subject of public submissions to which the objection relates;
 - (i) solely to the type of development proposed;
 - (ii) to possible market competition arising, if the development is approved;
 - (iii) to a design standard contained within an adopted Development Control Plan, Code or Policy;
 - (iv) to an issue that may be reasonably alleviated by the imposition of a condition of development consent.
 - ii) The authority to, on behalf of the Director-General, prepare Section 65 Certificates and Section 69 Reports to the Minister to approve such amendments.
(N.B. Council must still apply to the Director to complete the relevant documents under Sections 65 and 69 of the Act).
 - iii) The authority to impose conditions on a development consent granted under Part 4 of the Environmental Planning & Assessment Act, 1979, which are:
 - (a) for a purpose identified in Section 80A of the

- Environmental Planning and Assessment Act 1979;
 - (b) in accordance with the terms of any environmental planning instrument;
 - (c) in accordance with any development control plan, code or policy adopted by the Council;
 - (d) requirements specified by any public authority or public undertaking.

- iv) The authority to refuse a development application which:
 - (a) is prohibited under the provisions of any environmental planning instrument;
 - (b) does not comply with the statutory provisions of the Environmental Planning & Assessment Act, 1979;
 - (c) does not contain adequate information to enable assessment under the relevant heads of consideration listed in Section 76(C) of the Environmental Planning & Assessment Act, 1979.

- v) The authority to determine any request for reconsideration or variation of a condition of development consent under Section 96 of the Environmental Planning & Assessment Act, 1979.

- vi) The authority to approve an extension of any development consent in accordance with the provisions of Section 95 of the Environmental Planning & Assessment Act, 1979.

- vii) The function of the Council in relation to Part 5 of the Environmental Planning & Assessment Act, 1979 for an activity which is not of a prescribed kind or an activity that is not likely to significantly affect the environment.

- viii) The authority to reject a development application within 7 days after its receipt if it is not clear as to the development consent sought or it is not easily legible.

- ix) The function of the Council under Section 118B of the Environmental Planning and Assessment Act 1979 to authorise a person to carry out inspections for the purposes of that Act, the regulations under that Act and any environmental planning instrument under that Act.

- x) The function of the Council under Section 123 of the Environmental Planning and Assessment Act 1979 to bring

proceedings to remedy or restrain a breach of that Act.

- xi) Authority to forward a Draft Local Environmental Plan under Section 68 of the Environmental Planning & Assessment Act, 1979 to the Department of Planning where no public submissions are received as a result of the public exhibition required under Section 66 of the Act.
- xii) Authority to vary any numeric standard contained within any Council code, policy or development control plan by up to 10% provided the development still meets the objectives of the particular code, policy or development control plan.
- xiii) The authority to require the lodgement of a cash bond or bank guarantee for work outstanding in any partly completed development with the amount of the bond being sufficient to complete the approved work allowing for inflation and administration costs or as provided for in Council's policy.
- xiv) The authority to act on Council's behalf in relation to legal proceedings lodged with the Land & Environment Court as follows:
 - (a) To determine the nature of action to be taken to defend the appeal and thereafter institute any action deemed necessary in the circumstances.
 - (b) To negotiate on matters in issue during conferences between parties when presided over by an assessor appointed by the Land & Environment Court and to delegate such authority to the Director - Works and/or the Director – Environmental & Community Services, where appropriate.
- xv) The function of the Council under Section 149, 149A, 149C and 149D.
- xvi) The authority to issue Certificates under Part 4A including Construction, Occupation, Compliance and Subdivision Certificates.
- xvii) Part 6 - Division 1A Power of Entry onto Land and Other Powers.

- xviii) Issue Notice of Intent under Section 21H for an Order under Section 121B.
- ixx) Issue Orders under Section 121B.
- Environmental Planning & Assessment Amendment Act, 1997
 - a. Approving application which:
 - 1. Comply with the provisions of an environmental planning instrument.
 - 2. Are consistent with relevant Development Control Plans, Codes or Policies adopted by Council.
 - 3. May be considered under Part 4, Division 10, Existing Uses.
 - 4. Are the subject of public submissions to which the objection relates:
 - i) solely to the type of development proposal.
 - ii) to possible market competition arising, if the development is approved.
 - iii) to a design standard contained within an adopted Development Control Plan, Code or Policy.
 - iv) to an issue that may be reasonably alleviated by the imposition of a condition of development consent.
 - v) To make decisions on matters in issues during any mediation between parties whether presided over by a mediator appointed by the Court (Commissioner) or by a commercial mediator appointed to determine such matters.
 - b. Imposing conditions on a development consent granted under Part 4 which are:
 - 1) For a purpose identified in Section 80A.
 - 2) In accordance with the terms of an environmental planning instrument.
 - 3) In accordance with any Development Control Plan, code or policy adopted by Council.
 - 4) Requirements specified by any public authority or public undertaking including a Commissioner appointed by the Land & Environment Court.
 - c. Refusing application which:
 - 1) are prohibited under the provisions of any environmental planning instrument.
 - 2) do not comply with the statutory provisions of the

Environmental Planning and Assessment Amendment Act,
1997.

- 3) do not contain adequate information to enable assessment under the matters for consideration listed in Section 79C.
 - d. The authority to approve an extension of any development consent in accordance with the provisions of Section 95A.
 - e. The authority to determine any request for reconsideration or variation of a condition of development consent under Section 96.
 - f. The authority to revoke or modify a development consent under Section 96A.
 - g. The authority to determine, issue or revoke the following certificates in accordance with the provisions of:
 - a) Section 109C – Part 4
 - 1) Compliance Certificates
 - 2) Construction Certificates
 - 3) Occupation Certificates
 - 4) Subdivision Certificates
 - b) Section 149A
 - 5) Building Certificates
 - h. The function of the Council to determine in relation to Part 5A for an activity which is not a prescribed activity that is not likely to significantly affect the environment.
 - i. The function of the Council under Section 188A to authorise a person to enter any premises in accordance with Sections 118B – 118K.
 - j. The functions of the Council in the giving of orders to do or to refrain from doing such things as specified in the Table detailed in Section 121B if the circumstances specified opposite it in Column 2 of the Table exist and the person comes within the description opposite it in Column 3 of the Table.
 - k. The function of the Council to authorise an employee of Council to issue Penalty Notices in accordance with Section 127A.
- Government Information (Public Access) Act 2009
 - Food Act, 2003 & Regulations

- Heritage Act, 1977
- Impounding Act, 1993
- Independent Commission Against Corruption Act, 1998
- Biodiversity Conservation Act 2016
- Biosecurity Act 2015
- Work Health & Safety Act 2011 & Regulations 2017
- Privacy and Personal Information Protection Act, 1998
- Health Records and Information Privacy Act 2002
- Protection of the Environment Operations Act, 1997 & Regulations
 - s.91 - Issue Clean Up Notices
 - s.92 - Undertake clean up and recover costs in relation to reasonable costs and expenses.
 - s.94 - Recover costs
 - s.96 - Issue Prevention Notices
 - s.98 - Take action where a person does not comply with Prevention Notice
 - s.187 - Appoint authorised officers
 - s.224 - Serve a Penalty Notice
 - s.264 - Issue Noise Control Notices
- Public Health Act, 2010 & Regulations
 - s.10 - Exercise Functions
 - s.10F - Power to Enter and Inspect Premises or a supplier of Water
 - s.10I - Closure of Water Supply
 - s.47 - Power of Authorised Officer under Part 4 – Microbial Control
 - s.51 - Power of Authorised Officer under Part 5 – Skin Penetration
 - s.70 - Inspection of Records
 - s.72 - Power of Entry
- Roads Act, 1993
- Rural Fires Act, 1997 & Regulations
 - s.66 - Issue notices requiring owners or occupiers (not being a public authority) of land to carry out bush fire hazard reduction work.

- s.67 - Resolve objections to Section 66 Notices.
- s.70 - Enter on land and carry out bush fire hazard reduction work.
- Div2A - Investigate bush fire hazard complaints.
- s.100D, 100E, 100F & 100G - Issue bush fire hazard certificates.
- s.100H - Remedy and restraint for breaches under Sections 100F and 100G by bringing proceedings in the Land & Environment Court.
- s.131 - To serve penalty notices on a person.

- State Emergency & Rescue Management Act, 1989
- State Records Act, 1998
- Swimming Pools Act, 1992
 - s.27 - Power to Appoint Inspector
 - s.28 - Power of Entry and Inspection
 - s.24 - Issue Compliance Certificates
 - s.34 - Serve Notices
 - s.35 - Issue Penalty Notices
- Transport Administration Act 1988
- Waste Minimisation Act
- Water Management Act, 2010 & Regulations
- Workers Compensation Act, 1987

RESOLVED on the motion of Clr White and seconded by Clr Jones that the following delegations be approved: 192/09/2018

DELEGATIONS FROM COUNCIL TO THE MAYOR

That subject to the requirements of the Local Government Act 1993 and regulations there under and any expressed policy of Council or the requirements or regulations under any other Act and pursuant to Section 377 of the Local Government Act 1993, the MAYOR, Clr John Seymour be authorised to exercise or perform on behalf of the Coolamon Shire Council the following powers, authorities, duties and functions:

- **To carry out any function conferred on and duty imposed on the Mayor under any Act or regulation.**

- To carry out the general supervision, control and direction of the General Manager.
- To approve Applications of Leave by the General Manager.
- To sign cheques drawn on Council's bank accounts in conjunction with the General Manager or any other Staff Member authorised by the General Manager.
- To affix the Common Seal of Council in conjunction with the General Manager to any necessary document pursuant to or consequent upon any decision of Council.
- To respond to media publicity on Council matters and to issue media releases and make statements to the media on behalf of Council.
- Approve attendance by Elected Members and Senior Staff at Conferences and Seminars etc., within New South Wales and the ACT to a maximum of three days and within budget provisions.
- Authorise urgent works up to an amount of \$20,000.

DELEGATIONS FROM COUNCIL TO DEPUTY MAYOR

That subject to the requirements of the Local Government Act 1993 and regulations there under and any expressed policy of Council or the requirements or regulations under any other Act and pursuant to Section 377 of the Local Government Act 1993, the DEPUTY MAYOR, Clr Bruce Hutcheon be authorised to exercise on behalf of Coolamon Shire Council the following powers, authorities, duties and functions:-

- To carry out the statutory functions of the Mayor and exercise the delegations conferred upon the Mayor whenever the Mayor is absent from the Council area or is otherwise unable to carry out his duties.
- To affix the Common Seal of the Council in conjunction with the General Manager to any necessary document pursuant to or consequent upon any decision of Council.

FUNCTIONS OF THE GENERAL MANAGER

In pursuance of Section 335 of the Local Government Act, 1993 the GENERAL MANAGER, Anthony Gerard Donoghue has the following

functions:

- 1) **The General Manager is generally responsible for the efficient and effective operation of the Council's organisation and for ensuring the implementation, without undue delay, of decisions of the Council.**

- 2) **The General Manager shall have the following particular functions:**
 - **the day to day management of the Council;**
 - **to exercise such of the functions of the Council as are delegated by the Council to the General Manager;**
 - **to appoint staff in accordance within the organisation structure and resources approved by the Council provided. The General Manager may appoint or dismiss Senior Staff only after consultation with the Council;**
 - **to direct and dismiss staff; and**
 - **to implement the Council's equal employment opportunity management plan.**

- 3) **The General Manager has such other functions as may be conferred or imposed on the General Manager by or under this or any other Act.**

These functions include but are not limited to the following:

- **To carry out the regular services and operations of the Council within the sums voted by the Council for expenditure thereon and in accordance with any policy or resolution of the Council.**

- **To perform or authorise any action necessary to comply with any decision, policy or code of Council, any statutory requirements of the Local Government Act or regulation or any other law, rule or regulation affecting Council.**

- **Reject any application within the prescribed period if it is not clear as to the approval sought or if it is not easily legible.**

- **Request any additional information that is reasonably necessary to determine any application.**

- **Authorise the purchase of stationery; seek quotes for office**

equipment and acceptance of quotes for amounts covered within the Budget.

- Letters of reference may be issued by the General Manager under Council's letterhead at his discretion.
- Grant the tenancy on behalf of Council to permanent residents of Kindra Lodge, Centenary Lodge, Ganmain Aged Persons Units, Ardlethan Aged Persons Units, Allawah Lodge, Allawah Village and other Council dwellings subject to such discussions on appropriateness of tenants with the Mayor.
- To sign purchase orders on Council's behalf.
- To determine the matters which are to be included in the Business Papers subject to the inclusion of the following items whenever they arise, namely:-
 - a) Reports on matters which cannot be determined under Delegated Authority.
 - b) Reports required to be submitted under any Act or regulation.
 - c) Reference to any deputations which the Council has agreed to receive.
 - d) Matters requiring a determination of policy.
 - e) Reports directed by Council to be submitted.
 - f) Matters essential for the Council's information.
 - g) Matters requiring a vote of money.
 - h) Matters where the General Manager is of the opinion that any application should be refused.
- To reply to all routine correspondence not involving a monetary vote by Council, not effecting Council policy and not requiring the consideration of Council.
- To authorise the payment of salaries and wages of the employees of the Council within the sums voted by the Council for expenditure thereon.
- To authorise payment of accounts in respect of works or votes authorised by Council or associated with the functions of Council.
- To approve applications for extension of time to pay accounts

where acceptable case is made out.

- To sign cheques drawn on Council's bank account and authorise and transmit electronic transfers from Council's bank account in conjunction with any other person authorised to sign cheques or electronic transfers on Council's behalf.
- Refund of Trust Fund Deposits including Contract Deposits on the recommendation and certification of the appropriate servant.
- Accept quotations for the purchase of and replacement of light vehicles.
- To authorise approval of leave of absence for all Staff of the Council.
- To apply to wages and salaries any automatic award variations basic wage variation or cost of living adjustments subject to official notification from Local Government NSW or total financial resource allocation in Council's Operational Plan.
- To approve attendance by Council Officers and Staff at Conferences and Seminars which are conducted by or endorsed by the Office of Local Government and other relevant authorities and/or Local Government NSW.
- To approve attendance by Staff at training courses included in Council's Staff Training Programme together with associated User Group Meetings and for which funds are available in Council's Budget.
- To authorise Council Staff to attend Professional Conferences in accordance with Councils policy.

DELEGATIONS OF AUTHORITY TO THE GENERAL MANAGER

That pursuant to Section 377 of the Local Government Act, 1993, Council delegates to the GENERAL MANAGER, Anthony Gerard Donoghue the functions of Council under the Local Government Act, 1993 other than those functions which, pursuant to sub-section (1) of that section, cannot be delegated by the Council.

That pursuant to Section 381 of the Local Government Act, 1993, Council delegates to the GENERAL MANAGER, Anthony Gerard Donoghue the exercise of functions conferred or imposed on Council employees under other Acts.

The General Manager shall exercise the functions herein delegated in accordance with and subject to:-

- (i) the provisions of the Local Government Act, 1993 and other relevant legislation; and
- (ii) each and every policy of the Council adopted by resolution and current at the time of the exercise of the function herein delegated.

The delegations under Section 377 and 381 of the Local Government Act, 1993 include but are not limited to the following:

Local Government Act, 1993

- (a) Chapter 6 - Services Function
 - (i) PART 2 - PUBLIC LAND
 - s.54 - Issue of Land Classification Certificates.
 - (b) Chapter 7 - Regulatory Function
 - (i) PART 1 - APPROVALS
 - s.68 - Approval of activities specified in the table (Section 68 Local Government Act), except in so far as the Local Government Act, 1993, the regulations or a local policy adopted by the Council allows the activity to be carried out without approval.
 - s.82 - To modify provisions of Clauses 54 and 55 of the (Approvals) Regulations.
 - s.94 - Determination of Applications by granting approval, either conditionally or subject to conditions, or by refusing approval.
 - s.95 - Exercising Council's power for deferred commencement of approvals.
 - s.96 - Exercising Council's power to grant Staged Approval.

- s.97 - Exercising Council's power to apply Conditions concerning security.
- s.98 - Exercising Council's power to impose Other Conditions.
- s.99 - Giving of notice to applicants of determination of Applications.
- s.100 - Review of Determination where made by a delegation of Council.
- s.106 - Exercising Council's power to amend an approval, in accordance with the procedures outlined in Section 106.
- s.107 - Exercise Council's power to extend or review an approval.
- s.108-109 - Exercise Council's power to revoke or modify an approval in any of the following circumstances:-
- (a) if the approval was obtained by fraud, misrepresentation or concealment of facts;
 - (b) for any cause arising after the granting of the approval which, had it arisen before the approval was granted, would have caused the Council not to have granted the approval (or not have granted it in the same terms);
 - (c) for any future failure to comply with a requirement made by or under the Local Government Act, 1993 relating to the subject of the approval; and
 - (d) for any failure to comply with a condition of the approval.

(ii) **PART 2 - ORDERS**

- s.124 - Order a person to do or refrain from doing a thing specified in Column 1 Table No.2 (Chapter 7 - Orders) if the circumstances specified opposite in Column 2 of the Table exists and the person comes

within the description opposite it in Column 3 of the Table.

s.125 - Order a person responsible for a public nuisance to abate such nuisance.

s.132 - Give notices of an Order under Section 121.

(c) Chapter 8 - Ancillary Functions

(i) PART 1 - ACQUISITION OF LAND

s.186-187 - Negotiate on Council's behalf for the acquisition of land for the purpose of exercising any of the functions, up to the stage of presenting offers to Council for determination.

(ii) PART 2 - ENTRY ON TO LAND AND OTHER POWERS

s.191-192 - Authorise Council employees (or other persons) to enter any premises for the purpose of enabling the Council to exercise its functions.

s.194 - Authorise the use of force for the purposes of entering premises.

s.201 - Make application to an authorised Justice for the issue of a Search Warrant.

(d) Chapter 11 – How Are Councils Staffed

(i) PART 3 – PUBLIC OFFICER

s.342 - Designate a member of staff as a Public Officer.

s.353 - Prohibit staff from engaging in private employment or contract work outside Council.

(e) Chapter 12 - Operation of Councils

(i) PART 3 - SALE OF COUNCIL PROPERTY - PLANT AND EQUIPMENT
To dispose of Council plant and equipment by way of sale at the best offer received when:

- (1) The sale of such item of plant and equipment is approved in the current year's annual operating plan and budget or approved by the Asset Management Committee; or**
- (2) The item of plant, equipment or material is obsolete, unserviceable and/or surplus to Council's requirements and the sale of such item of plant or equipment represents the most cost effective option.**

(ii) PART 4 – INSURANCE

- s.382 - Make arrangements for adequate insurance against public liability and professional liability.**

(f) Chapter 15 - Council Finances

(i) PART 3 - ORDINARY RATES

- s.514 - Determine and declare the categorisation of land for the purpose of making an ordinary rate.**
- s.515 - Determine and declare the categorisation of land as farmland.**
- s.516 - Determine and declare the categorisation of land as residential.**
- s.517 - Determine and declare the categorisation of land as mining.**
- s.518 - Determine and declare the categorisation of land as business.**
- s.519 - Determine and declare the categorisation of vacant land.**
- s.520 - Issue notices of categorisation of land.**
- s.523 - Review determinations of categorisation of land.**
- s.525 - Determine applications for change of categorisation of land.**

s.548A - Determine applications for aggregation of land values by Council and to adjust and re-levy accordingly.

(ii) PART 5 - LEVYING OF RATES AND CHARGES

s.552 - Determination of what land may be subject to a water supply special rate or charge.

s.553 - Determination of time at which land becomes subject to special rate or charge.

(iii) PART 6 - RATEABLE LAND

s.555 - Determination of what land is exempt from all rates.

s.556 - Determination of what land is exempt from all rates, other than water supply special rates and sewerage special rates.

(iv) PART 7 - PAYMENT OF RATES AND CHARGES

s.564 - Approval of agreements as to periodical payment of rates and charges.

s.567 - Write-off accrued interest on rates or charges payable by a rateable owner if, in the General Manager's opinion:-

(a) the rateable owner is unable to pay the accrued interest for reasons beyond the rateable owner's control; or

(b) payment of the accrued interest would cause the rateable owner hardship. Section 569 - Issue and serve notices on occupiers for liability for payment of unpaid rates and charges.

(v) LOCAL GOVERNMENT GENERAL REGULATION (2005)

cl.131 - To write off Rates and Charges in accordance with the regulation under this clause.

➤ To write off Rates and Charges up to \$10,000 in

accordance with this clause (errors, at law or cost effectiveness).

- To write off debts to Council up to \$500.00 in accordance with this clause.

(vi) **PART 13 - INVESTMENTS**

s.625 - Arrange the investment of money that is not, for the time being, required by the Council for any other purpose.

Money may only be invested in the following:-

- (a) in any security authorised by the Trustee Act; or
- (b) in a form of investment notified by order of the Minister published in the Government Gazette.

(vii) **LOCAL GOVERNMENT GENERAL REGULATION, 2000**

cl.144 - To apply water restrictions under the terms of this clause.

Council delegates to the General Manager the functions, powers, duties and authorities conferred upon it by the following Acts:-

- **Aged Care Act, 1997**
 - **Children and Young Persons (Care and Protection) Act, 1998**
 - **Companion Animals Act, 1998 & Regulations**
Part 5 Division 1 relating to the declaration of dangerous dogs, the consideration of objections by owners of proposed dangerous dogs, revocation of dangerous dog declarations where it is appropriate to do so and to authorise persons for the purposes of that Act.
 - **Contaminated Land Management Act, 1997 & Regulations**
 - **Environmental Planning and Assessment Act, 1979 & Regulations**
- i) The authority to determine development applications lodged for consent under Part 4 of the Environmental Planning & Assessment Act, 1979 which:

- a) Comply with the provisions of any Environmental Planning Instrument;
 - b) Are consistent with relevant Development Control Plans, Codes or Policies adopted by the Council;
 - c) May be considered under Part 4 Division 2 (Existing Use) of the Environmental Planning & Assessment Act, 1979;
 - d) Are the subject of public submissions to which the objection relates;
 - (i) solely to the type of development proposed;
 - (ii) to possible market competition arising, if the development is approved;
 - (iii) to a design standard contained within an adopted Development Control Plan, Code or Policy;
 - (iv) to an issue that may be reasonably alleviated by the imposition of a condition of development consent.
- ii) The authority to, on behalf of the Director-General, prepare Section 65 Certificates and Section 69 Reports to the Minister to approve such amendments.
(N.B. Council must still apply to the Director to complete the relevant documents under Sections 65 and 69 of the Act).
- iii) The authority to impose conditions on a development consent granted under Part 4 of the Environmental Planning & Assessment Act, 1979, which are:
 - (a) for a purpose identified in Section 80A of the Environmental Planning and Assessment Act 1979;
 - (b) in accordance with the terms of any environmental planning instrument;
 - (c) in accordance with any development control plan, code or policy adopted by the Council;
 - (d) requirements specified by any public authority or public undertaking.
- iv) The authority to refuse a development application which:
 - (a) is prohibited under the provisions of any environmental planning instrument;
 - (b) does not comply with the statutory provisions of the Environmental Planning & Assessment Act, 1979;
 - (c) does not contain adequate information to enable assessment under the relevant heads of consideration listed in Section 76(C) of the Environmental Planning & Assessment Act, 1979.

- v) **The authority to determine any request for reconsideration or variation of a condition of development consent under Section 96 of the Environmental Planning & Assessment Act, 1979.**
- vi) **The authority to approve an extension of any development consent in accordance with the provisions of Section 95 of the Environmental Planning & Assessment Act, 1979.**
- vii) **The function of the Council in relation to Part 5 of the Environmental Planning & Assessment Act, 1979 for an activity which is not of a prescribed kind or an activity that is not likely to significantly affect the environment.**
- viii) **The authority to reject a development application within 7 days after its receipt if it is not clear as to the development consent sought or it is not easily legible.**
- ix) **The function of the Council under Section 118B of the Environmental Planning and Assessment Act 1979 to authorise a person to carry out inspections for the purposes of that Act, the regulations under that Act and any environmental planning instrument under that Act.**
- x) **The function of the Council under Section 123 of the Environmental Planning and Assessment Act 1979 to bring proceedings to remedy or restrain a breach of that Act.**
- xi) **Authority to forward a Draft Local Environmental Plan under Section 68 of the Environmental Planning & Assessment Act, 1979 to the Department of Planning where no public submissions are received as a result of the public exhibition required under Section 66 of the Act.**
- xii) **Authority to vary any numeric standard contained within any Council code, policy or development control plan by up to 10% provided the development still meets the objectives of the particular code, policy or development control plan.**
- xiii) **The authority to require the lodgement of a cash bond or bank guarantee for work outstanding in any partly completed development with the amount of the bond being sufficient to complete the approved work allowing for inflation and**

administration costs or as provided for in Council's policy.

- xiv) The authority to act on Council's behalf in relation to legal proceedings lodged with the Land & Environment Court as follows:
 - (a) To determine the nature of action to be taken to defend the appeal and thereafter institute any action deemed necessary in the circumstances.
 - (b) To negotiate on matters in issue during conferences between parties when presided over by an assessor appointed by the Land & Environment Court and to delegate such authority to the Director - Works and/or the Director – Environmental & Community Services, where appropriate.
- xv) The function of the Council under Section 149, 149A, 149C and 149D.
- xvi) The authority to issue Certificates under Part 4A including Construction, Occupation, Compliance and Subdivision Certificates.
- xvii) Part 6 - Division 1A Power of Entry onto Land and Other Powers.
- xviii) Issue Notice of Intent under Section 21H for an Order under Section 121B.
- ixx) Issue Orders under Section 121B.

- **Environmental Planning & Assessment Amendment Act, 1997**

- a. Approving application which:
 - 1. Comply with the provisions of an environmental planning instrument.
 - 2. Are consistent with relevant Development Control Plans, Codes or Policies adopted by Council.
 - 3. May be considered under Part 4, Division 10, Existing Uses.
 - 4. Are the subject of public submissions to which the objection relates:
 - i) solely to the type of development proposal.

- ii) to possible market competition arising, if the development is approved.
 - iii) to a design standard contained within an adopted Development Control Plan, Code or Policy.
 - iv) to an issue that may be reasonably alleviated by the imposition of a condition of development consent.
 - (v) To make decisions on matters in issues during any mediation between parties whether presided over by a mediator appointed by the Court (Commissioner) or by a commercial mediator appointed to determine such matters.
- b. Imposing conditions on a development consent granted under Part 4 which are:
- 1) For a purpose identified in Section 80A.
 - 2) In accordance with the terms of an environmental planning instrument.
 - 3) In accordance with any Development Control Plan, code or policy adopted by Council.
 - 4) Requirements specified by any public authority or public undertaking including a Commissioner appointed by the Land & Environment Court.
- c. Refusing application which:
- 1) are prohibited under the provisions of any environmental planning instrument.
 - 2) do not comply with the statutory provisions of the Environmental Planning and Assessment Amendment Act, 1997.
 - 3) do not contain adequate information to enable assessment under the matters for consideration listed in Section 79C.
- d. The authority to approve an extension of any development consent in accordance with the provisions of Section 95A.
- e. The authority to determine any request for reconsideration or variation of a condition of development consent under Section 96.
- f. The authority to revoke or modify a development consent under Section 96A.
- g. The authority to determine, issue or revoke the following

certificates in accordance with the provisions of:

- a) Section 109C – Part 4
 - 1) Compliance Certificates
 - 2) Construction Certificates
 - 3) Occupation Certificates
 - 4) Subdivision Certificates
 - b) Section 149A
 - 5) Building Certificates

 - h. The function of the Council to determine in relation to Part 5A for an activity which is not a prescribed activity that is not likely to significantly affect the environment.

 - i. The function of the Council under Section 188A to authorise a person to enter any premises in accordance with Sections 118B – 118K.

 - j. The functions of the Council in the giving of orders to do or to refrain from doing such things as specified in the Table detailed in Section 121B if the circumstances specified opposite it in Column 2 of the Table exist and the person comes within the description opposite it in Column 3 of the Table.

 - k. The function of the Council to authorise an employee of Council to issue Penalty Notices in accordance with Section 127A.
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- Government Information (Public Access) Act 2009
 - Food Act, 2003 & Regulations
 - Heritage Act, 1977
 - Impounding Act, 1993
 - Independent Commission Against Corruption Act, 1998
 - Biodiversity Conservation Act 2016
 - Biosecurity Act 2015
 - Work Health & Safety Act 2011 & Regulations 2017
 - Privacy and Personal Information Protection Act, 1998

- **Health Records and Information Privacy Act 2002**
- **Protection of the Environment Operations Act, 1997 & Regulations**
 - s.91 - Issue Clean Up Notices
 - s.92 - Undertake clean up and recover costs in relation to reasonable costs and expenses.
 - s.94 - Recover costs
 - s.96 - Issue Prevention Notices
 - s.98 - Take action where a person does not comply with Prevention Notice
 - s.187 - Appoint authorised officers
 - s.224 - Serve a Penalty Notice
 - s.264 - Issue Noise Control Notices
- **Public Health Act, 2010 & Regulations**
 - s.10 - Exercise Functions
 - s.10F - Power to Enter and Inspect Premises or a supplier of Water
 - s.10I - Closure of Water Supply
 - s.47 - Power of Authorised Officer under Part 4 – Microbial Control
 - s.51 - Power of Authorised Officer under Part 5 – Skin Penetration
 - s.70 - Inspection of Records
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- **Roads Act, 1993**
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 - s.66 - Issue notices requiring owners or occupiers (not being a public authority) of land to carry out bush fire hazard reduction work.
 - s.67 - Resolve objections to Section 66 Notices.
 - s.70 - Enter on land and carry out bush fire hazard reduction work.
 - Div2A - Investigate bush fire hazard complaints.
 - s.100D, 100E, 100F & 100G - Issue bush fire hazard certificates.
 - s.100H - Remedy and restraint for breaches under Sections 100F and 100G by bringing proceedings in the Land & Environment Court.
 - s.131 - To serve penalty notices on a person.
- **State Emergency & Rescue Management Act, 1989**
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- **Swimming Pools Act, 1992**

- s.27 - Power to Appoint Inspector
- s.28 - Power of Entry and Inspection
- s.24 - Issue Compliance Certificates
- s.34 - Serve Notices
- s.35 - Issue Penalty Notices

- Transport Administration Act 1988
- Waste Minimisation Act
- Water Management Act, 2010 & Regulations
- Workers Compensation Act, 1987

7) SECTION 355 COMMITTEES

Council is required to reappoint its Committees that have been structured under Section 355 of the Local Government Act 1993. That particular Section allows Council to delegate authority to individuals or Committees to carry out functions on behalf of Council, or to take the care, control and management of various facilities. A number of these Committees are made up purely of citizen representation whilst others do have Council delegates. In a number of instances there may be a Councillor Representative on the Committee but that has been purely a personal choice rather than Council actually nominating them as a delegate or Council actually needing representation on that particular Committee. Council Staff do not need to be nominated as delegates to the Committees and they can attend the various meetings as and when required depending on the agenda for each particular meeting.

- Advance Ardlethan Committee

Committee Members:

Dell Garrett, ~~Pauline Beard~~, Diane McDermott, Aileen Bound, Jenny Kuemmel, Ann Popple, Karen Wood, Bessie Brill, Lyn Litchfield, June Currie, Rex Brill, ~~Denise Hollingsworth~~, Sandra Werner, Ian Bonny, Sue Diggleman, ~~Danielle Garrett~~, ~~Kristen Johns~~, ~~Vianni Johns~~, Peter Symes, Bill Cobbett.

Objective:

- i) To control, manage and maintain the following assets on Council's behalf:-
 - Ardlethan Hall
 - ACDC Facility
 - ~~Mullins Centre~~
 - ii) To represent the Community of Ardlethan to consult, engage and work with Council to achieve outcomes identified for the Ardlethan Community included in Coolamon Shire's Community Strategic Plan or otherwise.
 - iii) To carry out general promotional activities for the benefit of the Ardlethan Community.
 - iv) To conduct fundraising activities within the Community on behalf of the Advance Ardlethan Committee.
- **Advance Ganmain Committee**

Committee Members:

Bernadette Bodel, Michael Quinn, Cathryn Booth, Val Brill, ~~Peter Warren~~, Melissa Corbett, Bronwyn Hatty, Rudi Linklater, Guy Purcell, Renee Lucas, Megan Hardman, Cayley Tonacia, Adele Hearn, Annaleise Guthrie, **Kendra Kerrisk.**

Objective:

- i) To control, manage and maintain the following assets on Council's behalf:-
 - Ganmain Hall
 - Ganmain Haystack
- ii) To represent the community of Ganmain to consult, engage and work with Council to achieve outcomes identified for the Ganmain Community included in Coolamon Shire's Community Strategic Plan or otherwise.
- iii) To carry out general promotional activities for the benefit of the Ganmain Community.

- iv) To conduct fundraising activities within the Community on behalf of the Advance Ganmain Committee.
-

• **Advance Marrar Committee**

Committee Members:

Joanne Langtry, Ian Charlton, David Fox, Collette Wallace, John Pattison, Cathie Fox, Tom Pattison, Brendan Pattison, Kirsty McKelvie, Mike O'Donnell.

Objective:

- i) To control, manage and maintain the following assets on Council's behalf:-
- Marrar Hall
 - Marrar Recreation Reserve
- ii) To represent the Community of Marrar to consult, engage and work with Council to achieve outcomes identified for the Marrar Community included in Coolamon Shire's Community Strategic Plan or otherwise.
- iii) To carry out general promotional activities for the benefit of the Marrar Community
- iv) To conduct fundraising activities within the Community on behalf of the Advance Marrar Committee.
-

• **Advance Matong Committee**

Committee Members:

Sonya Currie, Annette Quinn, Bill Karlburg, ~~Kim Bilton~~, Dave Greenwell, Leslie Greenwell and Dennis Ashcroft.

Objective:

- i) To represent the Community of Matong to consult, engage and work with Council to achieve outcomes identified for the Matong Community included in Coolamon Shire's Community Strategic Plan or otherwise.

- ii) To carry out general promotional activities for the benefit of the Matong Community.
 - iii) To conduct fundraising activities within the Community on behalf of the Advance Matong Committee.
-

- **Beckom Hall & Community Committee**

Committee Members:

Paul Bray, Marie Whyte, Janesse Bundy, Colin Thew, Errol Thomson, Julie Thomson, Linda Griffin, Paul Griffin, Anne Stewart, Jim Bundy, Paul Horan, Margie Rees, Mike O'Hare, Graham Maslin, Kathy Maslin, Leo Griffin, Stan Maslin, Judy Maslin, ~~John O'Brien~~, Kevin Popple, Ellie Walton, Lyn Mason, Maurine Wykes, Neil Wykes, Christine Fairman.

Objective:

- i) To control, manage and maintain the following assets on Council's behalf:-
 - Beckom Hall
 - Soldiers Memorial Hall
 - Beckom Community Park
 - ii) To represent the community of Beckom to consult, engage and work with Council to achieve outcomes identified for the Beckom Community included in Coolamon Shire's Community Strategic Plan or otherwise.
 - iii) To carry out general promotional activities for the benefit of the Beckom Community.
 - iv) To conduct fundraising activities within the Community on behalf of the Beckom Hall & Community Committee.
-

- **Ardlethan Sewerage Community Committee**

Committee Members:

Clr John Seymour, Clr Kathy Maslin, Clr Steve Jones, Dianne McDermott, Brett Wood, Jim Slater, President of Advance Ardlethan Committee and Secretary of Advance Ardlethan Committee.

Objective:

To act as community liaison and consultation for seeking funding and ultimate construction of the Ardlethan Sewerage Scheme.

- **Community Drug Action Team**

Committee Members:

John Piltz, ~~Bill Thompson~~, Eileen Knox, Cationa Kendall, Stephanie Perrot.

Council Delegates:

Clr Bruce Hutcheon, Clr Alan White, Clr Jeremy Crocker, Tony Donoghue, Jessica Inch

Objective:

- i) To work with all communities and all sections of those communities within the Coolamon Shire on Drug and Alcohol issues.
 - ii) To liaise with the Drug and Alcohol Team from NSW Health on appropriate Drug and Alcohol Education Programs.
 - iii) To manage and implement Drug and Alcohol Education Programs throughout the Community including but not limited to Schools and all Sporting Clubs.
 - iv) To liaise with NSW Police on Drug and Alcohol issues within the Coolamon Shire Community on behalf of that Committee.
 - v) To conduct fundraising activities within the Coolamon Shire that support the above terms of reference.
-

- **Coolamon Shire Community Benefit Fund Committee**

Committee Members:

Bill Thompson, Karen Wood, Alan White, Terrey Kiss, Barrie Logan,
Angela McCann.

Council Delegate:

Tony Donoghue

Objective:

The Coolamon Shire Community Benefit Fund Committee is to assess applications for funding from the Community Benefit Fund to assist residents of the Coolamon Shire with disaster situations such as:

- a. A natural disaster such as a fire, flood or storm,
- b. Serious illness or injury
- c. Financial assistance required due to a crisis situation

- **Coolamon Shire Photographic Competition**

Committee Members:

Daniel Smith, Bronwyn Hatty, Helen McLoughlin, Jodie Harris, ~~Jordan Bos.~~

Council Delegate:

Jessica Inch, **Laura Munro.**

Objective:

To co-ordinate and manage the "Capture Coolamon Shire Photographic Competition"

- **Coolamon Showground Management Committee**

Committee Members:

Helen Turner, Wendy Dennis, Barry Brill.

Council Delegate:

Clr Jeremy Crocker.

Objective:

- i) The Committee is vested with general control over the Coolamon Showground Reserve and is responsible for the general maintenance of all assets contained within this Reserve area.
 - ii) To conduct fundraising activities within the Community on behalf of the Coolamon Showground Management Committee.
 - iii) To control and regulate the community use of the Showground Reserve, including the collection of fees associated with the use and operation of the facility.
-

- **Friends of the Coolamon Up-to-Date Cultural Precinct**

Committee Members:

Sandra West, Peter Lucas, Wayne Pearse, Bill Levy, Angela McCann, Chris Berry, Joanne Berry, ~~Jeanette Campbell~~, Mel Mayer.

Council Delegates:

Clr John Seymour, Clr Dave McCann.

Objective:

- i) To facilitate the operation of the Up-to-Date Store Precinct, and to develop a vibrant cultural and conference centre for the Shire.
- ii) To work alongside the Precinct Co-ordinator to implement regular and ongoing activities and events which raises the profile of the Coolamon Shire and the Precinct.

- iii) To research and recommend ideas and initiatives for the development and enhancements to the Up-to-Date Store Precinct.
 - iv) To work co-operatively with the Precinct Co-ordinator to achieve the goals and objectives set out in the Strategic Plan.
-

- **Local Heritage Fund Committee**

Committee Members:

Karen Wood, Rose Higgins, Cliff Hamilton, Guy Purcell.

Council Delegates:

Clr Kathy Maslin, Clr Bruce Hutcheon, Clr John Seymour, Clr Dave McCann, Clr Alan White.

Objective:

To make recommendations for the disbursement of the Local Heritage Fund with the recommendations being submitted to Council for approval.

- **Kindra Bike and Walking Trail Management Committee**

Committee Members:

Ian Jennings, Terrey Kiss, Dick Jennings, Mick O'Neill.

Council Delegate:

Tony Kelly.

Objective:

- i) The Committee is vested with control over the licensed area of the bike/walking trail and is responsible for the general management and maintenance of all work associated with this track.
- ii) To conduct fundraising activities within the community on behalf of the Kindra Bike and Walking Trail Management Committee.

- iii) The authority to grant approval to events subject to the applicant providing Public Liability that meets the interest of Coolamon Shire Council, the State Forests and the Wiradjuri Aboriginal Land Council.
 - iv) In regard to any approvals, the applicant must submit to the Committee the appropriate Risk Management Plans covering all Risk Management and Forest Management Plans.
 - v) The Committee investigate the establishment of a bike/walking off-road trail between Coolamon and Ganmain
 - vi) The Committee submit funding applications where appropriate, that may assist in the establishment of an off-road trail and/or the creation of a green corridor between Coolamon and Ganmain.
-

- **Rannock Community Centre – Reserve No. 89397**

Committee Members:

Bruce Chant, Bruce Rollins, Barry Dennis, Royston Moncrieff, Murray Higman, Felicity Grinter, Merrill Rollins.

Objective:

- i) To provide management control over the Rannock Community Centre being responsible for the general maintenance of this asset.
 - ii) To conduct fundraising activities within the Community on behalf of the Rannock Community Centre.
-

- **Volunteer Workers**

That the following persons be authorised to operate Council equipment on behalf of the following Communities:

Beckom: Natt Herden, Kevin Popple
Marrar: ~~Steve Buttlegieg~~, Ron Curtis, Roy Walker, Chris Nicholes
Matong: John Doherty, David Greenwell, Annette Quinn, Amanda Ashcroft

RESOLVED on the motion of Clr Hutcheon and seconded by Clr McKinnon that the Section 355 Committees listed below be appointed: 193/09/2018

• **Advance Ardlethan Committee**

Committee Members:

Dell Garrett, Diane McDermott, Aileen Bound, Jenny Kuemmel, Ann Popple, Karen Wood, Bessie Brill, Lyn Litchfield, June Currie, Rex Brill, Sandra Werner, Ian Bonny, Sue Diggleman, Peter Symes, Bill Cobbett.

Objective:

- i) To control, manage and maintain the following assets on Council's behalf:-
 - Ardlethan Hall
 - ACDC Facility
- ii) To represent the Community of Ardlethan to consult, engage and work with Council to achieve outcomes identified for the Ardlethan Community included in Coolamon Shire's Community Strategic Plan or otherwise.
- iii) To carry out general promotional activities for the benefit of the Ardlethan Community.
- iv) To conduct fundraising activities within the Community on behalf of the Advance Ardlethan Committee.

• **Advance Ganmain Committee**

Committee Members:

Bernadette Bodel, Michael Quinn, Cathryn Booth, Val Brill, Melissa Corbett, Bronwyn Hatty, Rudi Linklater, Guy Purcell, Renee Lucas, Megan Hardman, Cayley Tonacia, Adele Hearn, Annaleise Guthrie, Kendra Kerrisk.

Objective:

- i) To control, manage and maintain the following assets on Council's behalf:-
 - Ganmain Hall

➤ **Ganmain Haystack**

- ii) **To represent the community of Ganmain to consult, engage and work with Council to achieve outcomes identified for the Ganmain Community included in Coolamon Shire's Community Strategic Plan or otherwise.**
 - iii) **To carry out general promotional activities for the benefit of the Ganmain Community.**
 - iv) **To conduct fundraising activities within the Community on behalf of the Advance Ganmain Committee.**
-

• **Advance Marrar Committee**

Committee Members:

Joanne Langtry, Ian Charlton, David Fox, Collette Wallace, John Pattison, Cathie Fox, Tom Pattison, Brendan Pattison, Kirsty McKelvie, Mike O'Donnell.

Objective:

- i) **To control, manage and maintain the following assets on Council's behalf:-**
 - **Marrar Hall**
 - **Marrar Recreation Reserve**
 - ii) **To represent the Community of Marrar to consult, engage and work with Council to achieve outcomes identified for the Marrar Community included in Coolamon Shire's Community Strategic Plan or otherwise.**
 - iii) **To carry out general promotional activities for the benefit of the Marrar Community**
 - iv) **To conduct fundraising activities within the Community on behalf of the Advance Marrar Committee.**
-

- **Advance Matong Committee**

Committee Members:

Sonya Currie, Annette Quinn, Bill Karlburg, Dave Greenwell, Leslie Greenwell and Dennis Ashcroft.

Objective:

- To represent the Community of Matong to consult, engage and work with Council to achieve outcomes identified for the Matong Community included in Coolamon Shire's Community Strategic Plan or otherwise.
 - To carry out general promotional activities for the benefit of the Matong Community.
 - To conduct fundraising activities within the Community on behalf of the Advance Matong Committee.
-

- **Beckom Hall & Community Committee**

Committee Members:

Paul Bray, Marie Whyte, Janesse Bundy, Colin Thew, Errol Thomson, Julie Thomson, Linda Griffin, Paul Griffin, Anne Stewart, Jim Bundy, Paul Horan, Margie Rees, Mike O'Hare, Graham Maslin, Kathy Maslin, Leo Griffin, Stan Maslin, Judy Maslin, Kevin Popple, Ellie Walton, Lyn Mason, Maurine Wykes, Neil Wykes, Christine Fairman.

Objective:

- To control, manage and maintain the following assets on Council's behalf:-
 - Beckom Hall
 - Soldiers Memorial Hall
 - Beckom Community Park
- To represent the community of Beckom to consult, engage and work with Council to achieve outcomes identified for the Beckom Community included in Coolamon Shire's Community Strategic Plan or otherwise.

- iii) To carry out general promotional activities for the benefit of the Beckom Community.
 - iv) To conduct fundraising activities within the Community on behalf of the Beckom Hall & Community Committee.
-

- **Ardlethan Sewerage Community Committee**

Committee Members:

Clr John Seymour, Clr Kathy Maslin, Clr Steve Jones, Dianne McDermott, Brett Wood, Jim Slater, President of Advance Ardlethan Committee and Secretary of Advance Ardlethan Committee.

Objective:

To act as community liaison and consultation for seeking funding and ultimate construction of the Ardlethan Sewerage Scheme.

- **Community Drug Action Team**

Committee Members:

John Piltz, Eileen Knox, Cationa Kendall, Stephanie Perrot.

Council Delegates:

Clr Bruce Hutcheon, Clr Alan White, Clr Jeremy Crocker, Tony Donoghue, Jessica Inch

Objective:

- i) To work with all communities and all sections of those communities within the Coolamon Shire on Drug and Alcohol issues.
- ii) To liaise with the Drug and Alcohol Team from NSW Health on appropriate Drug and Alcohol Education Programs.
- iii) To manage and implement Drug and Alcohol Education Programs throughout the Community including but not limited to Schools and all Sporting Clubs.

- iv) To liaise with NSW Police on Drug and Alcohol issues within the Coolamon Shire Community on behalf of that Committee.
 - v) To conduct fundraising activities within the Coolamon Shire that support the above terms of reference.
-

- **Coolamon Shire Community Benefit Fund Committee**

Committee Members:

Bill Thompson, Karen Wood, Alan White, Terrey Kiss, Barrie Logan, Angela McCann.

Council Delegate:

Tony Donoghue

Objective:

The Coolamon Shire Community Benefit Fund Committee is to assess applications for funding from the Community Benefit Fund to assist residents of the Coolamon Shire with disaster situations such as:

- d. A natural disaster such as a fire, flood or storm,
 - e. Serious illness or injury
 - f. Financial assistance required due to a crisis situation
-

- **Coolamon Shire Photographic Competition**

Committee Members:

Daniel Smith, Bronwyn Hatty, Helen McLoughlin, Jodie Harris.

Council Delegate:

Jessica Inch, Laura Munro.

Objective:

To co-ordinate and manage the "Capture Coolamon Shire Photographic Competition"

- **Coolamon Showground Management Committee**

Committee Members:

Helen Turner, Wendy Dennis, Barry Brill.

Council Delegate:

Clr Jeremy Crocker.

Objective:

- i) The Committee is vested with general control over the Coolamon Showground Reserve and is responsible for the general maintenance of all assets contained within this Reserve area.
 - ii) To conduct fundraising activities within the Community on behalf of the Coolamon Showground Management Committee.
 - iii) To control and regulate the community use of the Showground Reserve, including the collection of fees associated with the use and operation of the facility.
-

- **Friends of the Coolamon Up-to-Date Cultural Precinct**

Committee Members:

Sandra West, Peter Lucas, Wayne Pearse, Bill Levy, Angela McCann, Chris Berry, Joanne Berry, Mel Mayer.

Council Delegates:

Clr John Seymour, Clr Dave McCann.

Objective:

- i) To facilitate the operation of the Up-to-Date Store Precinct, and to develop a vibrant cultural and conference centre for the Shire.
- ii) To work alongside the Precinct Co-ordinator to implement regular and ongoing activities and events which raises the profile of the Coolamon Shire and the Precinct.

- iii) To research and recommend ideas and initiatives for the development and enhancements to the Up-to-Date Store Precinct.
 - iv) To work co-operatively with the Precinct Co-ordinator to achieve the goals and objectives set out in the Strategic Plan.
-

- **Local Heritage Fund Committee**

Committee Members:

Karen Wood, Rose Higgins, Cliff Hamilton, Guy Purcell.

Council Delegates:

Clr Kathy Maslin, Clr Bruce Hutcheon, Clr John Seymour, Clr Dave McCann, Clr Alan White.

Objective:

To make recommendations for the disbursement of the Local Heritage Fund with the recommendations being submitted to Council for approval.

- **Kindra Bike and Walking Trail Management Committee**

Committee Members:

Ian Jennings, Terrey Kiss, Dick Jennings, Mick O'Neill.

Council Delegate:

Tony Kelly.

Objective:

- i) The Committee is vested with control over the licensed area of the bike/walking trail and is responsible for the general management and maintenance of all work associated with this track.
- ii) To conduct fundraising activities within the community on behalf of the Kindra Bike and Walking Trail Management Committee.

- iii) The authority to grant approval to events subject to the applicant providing Public Liability that meets the interest of Coolamon Shire Council, the State Forests and the Wiradjuri Aboriginal Land Council.
 - iv) In regard to any approvals, the applicant must submit to the Committee the appropriate Risk Management Plans covering all Risk Management and Forest Management Plans.
 - v) The Committee investigate the establishment of a bike/walking off-road trail between Coolamon and Ganmain
 - vi) The Committee submit funding applications where appropriate, that may assist in the establishment of an off-road trail and/or the creation of a green corridor between Coolamon and Ganmain.
-

- **Rannock Community Centre – Reserve No. 89397**

Committee Members:

Bruce Chant, Bruce Rollins, Barry Dennis, Royston Moncrieff, Murray Higman, Felicity Grinter, Merrill Rollins.

Objective:

- i) To provide management control over the Rannock Community Centre being responsible for the general maintenance of this asset.
 - ii) To conduct fundraising activities within the Community on behalf of the Rannock Community Centre.
-

- **Volunteer Workers**

That the following persons be authorised to operate Council equipment on behalf of the following Communities:

Beckom: Natt Herden, Kevin Popple

Marrar: Ron Curtis, Roy Walker, Chris Nicholes

Matong: John Doherty, David Greenwell, Annette Quinn, Amanda Ashcroft

GM2) FINANCIAL ASSISTANCE GRANTS (G.03-02, SC202)

Council has received information from the Local Government Grants Commission into Council's estimated 2019-20 Financial Assistance Grants entitlements. This information explains how this federal money is distributed by the State Government to Councils.

- Attached is the information obtained as to how this figure is arrived at. As can be seen the amount includes a General Purpose amount estimated at \$2,511,380 plus a Local Roads component of \$1,261,549. This is an estimate of 5.5% increase on last year's amount. Attachment No. 4

To assist with Council's budgeting the amount of \$3,772,929 has been estimated as Council's total FAGs entitlement.

Recommendation

For Council information.

RESOLVED on the motion of Clr Crocker and seconded by Clr White that the report be received. 194/09/2019

GM3) ADVANCE ARDLETHAN ART SHOW (C.09-39, SC128)

- Council has received correspondence from the Ardlethan Art Show seeking sponsorship that would involve the acquisition of a piece of art work from the Show. Attachment No. 5.1
- This is similar to the Up2Date Art Exhibition, however in this case Council purchases a piece of artwork that is submitted by a resident of the Shire. Attachment No. 5.2

At this point the Advance Ardlethan Committee have requested that consideration be given to purchasing the best artwork in a particular section of the exhibition.

Whilst the idea of supporting the Committee, and the art community in general, is a worthy consideration, Council have generally placed some criteria around what award they are giving that benefits the Council or local community. For example, the picture that is taken from within the Shire that best depicts the Shire or an artwork, awarded to a local resident etc.

Recommendation

For Council consideration.

RESOLVED on the motion of Cllr McCann and seconded by Cllr Maslin that Council continue discussions with the Ardlethan Art Show regarding a proposal for Council to purchase an appropriate piece that depicts the theme. 195/09/2019

GM4) LOCAL GOVERNMENT ELECTIONS 2020 (E.01-08, SC1129)

Council and the New South Wales Electoral Commission (NSWEC) are still awaiting the government's response to the IPART Review into the cost of conducting Local Government Elections.

Council will recall at the previous presentation of this issue to Council (Council Meetings held 21st February, 2019 and 18th July, 2019) that a submission would be provided, but that in all reality and likelihood, Council would be proceeding with the NSWEC to conduct the Coolamon Shire 2020 Local Elections.

Council has received correspondence from NSWEC that they would like a decision prior to the 1st October, 2019, a correctly worded recommendation was also provided.

Whilst it is generally not advisable to resolve to engage a contractor without obtaining a price, the fact that Council will be required to conduct an Election, and that NSWEC have undertaken this regularly in the past, would point to them being the appropriate body.

The resolution proposed by NSWEC is:

The Coolamon Shire Council ("the Council") resolves:

- 1) Pursuant to s. 296(2), (3) and (5A) of the Local Government Act 1993 (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.
- 2) Pursuant to s. 296(2), (3) and (5A) of the Act, as applied and modified by s. 18, that a Council poll arrangement be entered into by contract for the Electoral Commissioner to administer all Council polls of the Council.

- 3) Pursuant to s. 296(2), (3) and (5A) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.

Obviously Council does not propose to conduct a poll or referendum therefore only Resolution 1 applies.

Recommendation

Coolamon Shire Council resolves that pursuant to s. 296(2), (3) and (5A) of the Local Government Act 1993 (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer the 2020 elections of the Council.

GM4) LOCAL GOVERNMENT ELECTIONS 2020 (E.01-08, SC1129) (Continued)

- ➔ Further to the above report, Council has recently received a Media Release from The Honourable Shelley Hancock MP, Minister for Local Government and a NSW Government Response. These documents have been attached to Councillor's information papers. Attachment No. 8

RESOLVED on the motion of Clr McCann and seconded by Clr Hutcheon that Coolamon Shire Council resolves that pursuant to s. 296(2), (3) and (5A) of the Local Government Act 1993 (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer the 2020 elections of the Council. 196/09/2019

GM5) ELECTRICITY PROCUREMENT (R.06-06, SC1243)

Background

REROc made its first aggregated procurement for electricity in 1998, when the market was first opened to competition for large sites. REROc continued to provide this service to Member Councils until 2014 when changes in the market meant that our small electricity load coupled with the need to execute supply agreements within 48 hours meant it was no longer viable for REROc to continue.

Member Councils took a decision to use LGP's services, however, feedback has been mixed in relation to the services provided. This year the opportunity arose to join an aggregated procurement of electricity with Central NSW JO (CENTROC), the REROc Board agreed to pursue that opportunity. Since then, Tamworth Regional

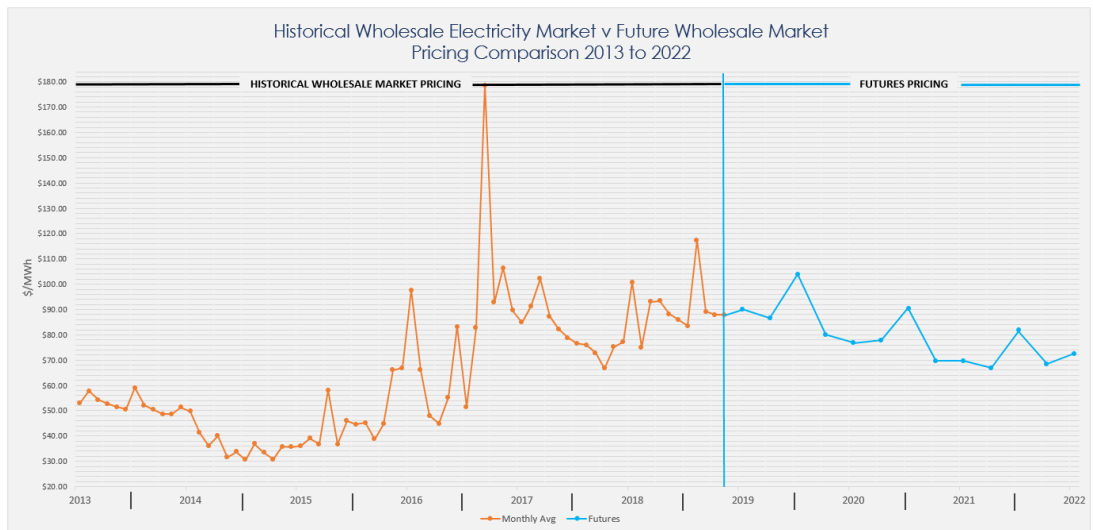
Council has joined the procurement. In addition, SSROC, with over 30 participating councils has agreed to go to tender at the same time.

The REROC's Participating Councils in the 2019 procurement are: Bland, Coolamon, Cootamundra-Gundagai, Greater Hume, Junee and Temora

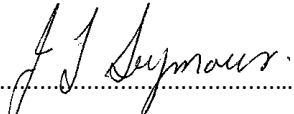

2019 Retail Electricity Procurement

The procurement of electricity is complex and challenging for councils, for example the short timeframes to accept prices offered by retailers is typically 2 business days which is outside council meeting timeframes for even an extraordinary meeting. Reasons around the short timeframe are that retail offers are based on a fast-moving futures' market. If councils were to seek a longer timeframe for the acceptance of offers, a large risk component is likely to be added to the price by the retailer.

The following chart which shows historical and potential future price action of the NSW wholesale electricity market demonstrates that volatility:



The current LGP retail energy contracts for small tariff sites (< 100MWh p.a.), large contract sites (> 100MWh p.a.) and streetlighting expire on 31 December 2019. Council must now participate in a new procurement process for the supply of electricity for contracts to commence on 1 January 2020. *Sourced Energy* has been engaged to conduct this process on behalf of the REROC participating councils. *Sourced Energy* has considerable experience in the field having delivered electricity procurements for SSROC for approximately 6 years.

 MAYOR  GENERAL MANAGER.

Councils now have the opportunity to include a renewable energy Power Purchase Agreement (PPA) in the procurement process for the supply of electricity. At a recent workshop on electricity procurement the Participating Councils agreed that councils would consider a minimum of 20% of the load would go to a renewable energy PPA, where financially advantageous to Council.

Mechanics of the Procurement

The procurement will be conducted in two stages:

- Stage 1 - an RFX will call for tender/quotation from energy suppliers to provide quotes for the provision of baseload and green energy. The proposals will be evaluated and shortlist of suppliers created;
- Stage 2 – The shortlisted suppliers will be asked to:
 - Address any terms and conditions in the contract this will occur immediately after the short-listed suppliers are decided on and normally would be resolved within 2-3 days; and
 - Provide a Best and Final Offer (BAFO) – the request will be made based on Sourced *Energy's* determination of the best time to go to the market. At this point the thinking is the third week in October. Suppliers will provide their BAFOs within 48 hours.

It is expected that the tender will be for a period of 3 years, however the time period will depend on the offers received. Typically, renewable energy PPAs are long-term agreements of around 7-10+ years, however the 'regular grid electricity' contracts are much shorter agreements ranging from 12 months to 36 months. *Sourced Energy* has indicated to the market that councils are looking for shorter PPA terms of around 5 years.

Limiting the proposed purchase of renewable energy to only 20% of overall electricity load is a risk management based decision. It recognises that the renewable energy price may decline (it is currently in a long and consistent downtrend as a result of technology advancement) and although it may be in parity or slightly cheaper than regular grid power now, it may be possible to purchase a larger portion of renewable energy in later years at an even cheaper price.

The timeline for the procurement is as follows:

10 September	RFX for the procurement released on Tenderlink (advertised concurrently with the SSROC procurement)
1 October	RFX closes

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 19TH SEPTEMBER, 2019.

2-3 October	<i>Sourced Energy</i> reviews the proposals to makes recommendations to the Evaluation Committee
4-5 October	Evaluation Committee considers recommendations and agrees on short-listed suppliers
7-10 October	Shortlisted suppliers asked for clarifications in contract terms and conditions
7 – 17 October	Depending on what is happening in the market, at a point within this period shortlisted suppliers will be asked to provide their BAFOs
Third–Fourth Week of October Within a 48 hour period	Suppliers will respond to the request for a BAFO within 48 hours, after which <i>Sourced Energy</i> will make a final evaluation and recommendation to be considered by the Evaluation Committee and then given to councils to sign.

There is one Evaluation Committee for the CENTROC/REROC/Tamworth procurement, which is being convened by CENTROC. The REROC representatives on the Committee are: Julie Briggs, David Smith (Greater Hume) and Tony Donoghue (Coolamon). REROC has the smallest load purchase with most of our load being in small market sites. The weighting for the evaluation is as follows:


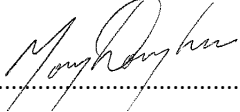
Large Market and Street Lighting Evaluation Criteria (evaluated together):

Criterion	Score (Total=100%)
Price – the average cost of electricity and LGCs per MWh over the period (see Footnote to Table)	60%
Electricity Supply Agreement - ability to incorporate mandatory and desired requirements	10%
Account Management – proposed method of invoicing, account management services, billing portal and other value-added services / products	10%
Term duration and risk management of the model offered	10%
Feed-in-Tariff	5%
Financial stability and capability to deliver	5%
Total	100%

Small Market Evaluation Criteria:

Criterion	Score (Total=100%)
Price – the average cost of electricity and LGCs per MWh over the period (see Footnote to Table)	60%
Electricity Supply Agreement - ability to incorporate mandatory and desired requirements	10%
Account Management – proposed method of invoicing, account management services, billing portal, metering management and other value-added services / products	20%
Feed-in-Tariff	5%

This is Page No. 67 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 19th September, 2019.

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

Financial stability and capability to deliver	5%
Total	100%

The challenge is obtaining council sign-off to the contract within an extremely short space of time, less than 48 hours.

Proposed Process for Executing the Agreement

REROC and the General Managers from the Participating Councils have discussed the process for acceptance of the price. We have had the benefit of CENTROC's advice on the course of action they took for their 2016 tender which they will use again this year.

Section 55(3)(i) of the *Local Government Act*, states that tendering requirements do not apply to:

- (i) a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders.

It is reasonable for Council to decide the procurement of retail electricity as an 'extenuating circumstance', due to the extremely short timeframe for acceptance of offers which will be less than 48 hours, and to resolve to delegate the acceptance of the recommended offer to the General Manager.

Council should note that Stage One, the RFX, is an open and competitive call for suppliers to provide pricing and that Stage 2 is for short-listed suppliers who responded to Stage 1. Therefore, the market has been effectively tested prior to accepting the final offer.

Recommendation

That Council:

- 1) Acknowledge that there are extenuating circumstances surrounding the procurement of electricity due to the 2-day validity of offers from electricity retailers where anything longer than this is likely to include a price risk component and as such Council should be excused from the tendering requirements under S55(3)(i) of the LG Act for the procurement of electricity for small tariff sites, large contract sites and streetlighting which are due to commence on 1st January, 2020;

- 2) Delegate the authority to execute the contracts for the supply of electricity for small tariff sites, large contract sites and streetlighting to the General Manager;
- 3) Contribute 20% of Council's electricity load to a renewable energy Power Purchase Agreement where the pricing is financially advantageous; and
- 4) Advise REROC of its decision.

RESOLVED on the motion of Clr Crocker and seconded by Clr White that Council:

197/09/2019

- 1) **Acknowledge that there are extenuating circumstances surrounding the procurement of electricity due to the 2-day validity of offers from electricity retailers where anything longer than this is likely to include a price risk component and as such Council should be excused from the tendering requirements under S55(3)(i) of the LG Act for the procurement of electricity for small tariff sites, large contract sites and streetlighting which are due to commence on 1st January, 2020;**
- 2) **Delegate the authority to execute the contracts for the supply of electricity for small tariff sites, large contract sites and streetlighting to the General Manager;**
- 3) **Contribute 20% of Council's electricity load to a renewable energy Power Purchase Agreement where the pricing is financially advantageous; and**
- 4) **Advise REROC of its decision.**

GM6) STRONGER COUNTRY COMMUNITIES ROUND THREE (G.03-67, SC1229)

At the July Council meeting, Councillors were advised that the NSW State Government had opened a third round of funding under the Stronger Country Communities Program.

This round has a youth focus, with a minimum of half of the allocated funds to be spent on youth based projects. For this funding 'Youth' has been determined as between the age of 12 to 24. The other half may be spent on community amenities. Coolamon Shire Council has been allocated \$768,762.

This round includes some significant changes to the process:

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 19TH SEPTEMBER, 2019.

- Eligible community groups can apply directly to SCCF, and are not required to apply through Council.
- Projects can include programming as well as infrastructure projects.
- Three-year completion period for successful projects.
- Increased requirements in regards to evidence of community consultation.

Coolamon Shire Council, as with previous rounds, opened the application process to community groups who wished to apply through Council. It has been Council's position that the best submission from Council should reflect the community's ideas and projects.

Regardless of if they are included or not in Council's submission, Community groups will also be able to apply independently if they wish.

The following time frame was endorsed at the July Council meeting:

Date	
Monday July 1 st	Official Announcement
Monday July 8 th	Community Information Session – Hosted by CSC
Friday August 30 th	Community applications due to Council
Thursday 19 th September	Council Meeting – successful projects decided
Friday 27 th September	Final applications due

- ➔ Council notified the community of these opportunities both generally and specifically. The closing date for submission was set at COB August 30th 2019, thus giving adequate time for applications to be properly investigated and submitted. A copy of the communication log has been attached. (COMMUNICATION LOG) [Attachment No. 6.1](#)
- ➔ In order to help summarise - these applications they have been included into a table that identifies amount requested and project details. Similar to the first and second round of this fund, Coolamon Shire Council staff have also identified community and youth based opportunities for funding that were identified through community meetings or via Section 355 Committees of Council. These projects are also included in the table attached. (SCCF3 PROJECT TABLE). This table has been divided into two components being Youth Proposals, [Attachment No. 6.2](#) and Community Infrastructure proposals. [Attachment No. 6.3](#)
- ➔ Coolamon Shire Council also conducted a youth based survey in order to identify appropriate projects for submission. The results of this survey are attached. (SCCF3 YOUTH RESULTS) [Attachment No. 6.4](#)

→ A second table has also been included to highlight which projects from rounds one and two of the Stronger Country Communities Fund have since been funded, as well as other successful projects from recent funding opportunities. (SCCF PREVIOUSLY IDENTIFIED PROJECT TABLE VERSION 2) [Attachment No. 6.5](#)

As can be seen a total of \$1.95 Million has been requested under round three. Approximately \$931,045 from community group applications and \$1,019,562 from Council identified projects.

As advised, Council has a total of \$786,762.00 to allocate. With a minimum of \$384,381 being allocated to youth projects.

Round three includes a three-year completion period, however it is important to note that all projects must commence within 12 months of funding approval and be completed within three years of funding approval. The SCCF office has advised that funding will be announced early 2020.

The SCCF office have advised that projects are able to include 10% project management fee and 10% contingency fee. Council have opted to include a flat 10% fee on top of all projects. It is anticipated that this fee will cover; project management, fee escalation and contingency.

Coolamon Shire Council are also conscious of the fact that there are six separate communities within the LGA and the amount of money available will not satisfy all youth or community groups. All appropriate groups were notified and encouraged to submit either through Council, or independently. Councillors need to consider maximum benefit to the widest cross section of users. No organisation has indicated any financial contribution to the projects proposed.

In order to give some context to the discussion, it was considered appropriate that staff should provide a ranking to the Council identified projects. This would allow Council to be informed about the Council based projects. [Attachment No. 6.6](#)
In addition, comments have been made about all projects to help in the decision process. [Attachment No. 6.7](#)

As previously, this information is supplied to help start the process of determining the projects to be submitted by Council.

The number and costs of all projects submitted will mean some cannot be selected. As reinforced throughout this report, those that do not make the final list, have the option of submitting their application independent of Council and will be informed of this option.

Recommendation

For Council decision.

**GM6) STRONGER COUNTRY COMMUNITIES ROUND THREE (G.03-67, SC1229)
(Continued)**

One of the Community applications was mistakenly omitted from the information previously provided to Council.

The *Shade & Grass for Ganmain* project has been submitted by the Advance Ganmain Committee and the following comment is provided by Council staff in relation to the project:

20) Shade & Grass for Ganmain

Some shade has been included in the Coolamon Shire Public Pool Development for the Ganmain Pool. The remaining items could be moved into Community Parks and Recreation Project ie bins, seating and bike rack. The proposal for items at the Ganmain Basketball Court would require ongoing operational cost (bin collection) and ultimate replacement (artificial turf). As Council is not the landowner, this responsibility would fall to the land manager.

The applications table for Community Amenity projects (Attachment 6.3) has been updated to now includes this project. Inclusion of this project has increased the total of applications to \$2,041,538 (\$803,507 Youth and \$1,238,031 Community Amenity).

Recommendation

For Council decision.

RESOLVED on the motion of Clr McCann and seconded by Clr Jones that the following projects be submitted by Council under Round 3 of the Stronger Country Communities Program: 198/09/2019

Youth Focused

1. Skill Up
2. Youth Event
3. Coolamon & Matong Basketball Courts
4. U2D Youth Events Space

Community Focused

1. Heritage sign and Murial Trail
2. Community Parks and Recreation (no Matong basketball and exchange Beckom playground with Beckom hall)
3. Ardlethan Memorial Hall
4. Marrar Hall
5. Coolamon Shire Pools


4.2 EXECUTIVE MANAGER, CORPORATE & COMMUNITY SERVICES' REPORTS

CS1) FINANCE REPORT

RESOLVED on the motion of Clr Crocker and seconded by Clr McCann that the report be noted. 199/09/2019

DATE INVESTED	INSTITUTION	RATING	INVESTMENT TYPE	AMOUNT INVESTED	TERMS (days)	RATE	MATURITY DATE
9/09/2018	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	365	2.70%	9/09/2019
14/09/2018	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	365	2.70%	14/09/2019
23/09/2018	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	365	2.70%	23/09/2019
24/10/2018	NAB	A1+/AA-	Term Deposit	\$ 1,000,000	365	2.70%	24/10/2019
2/11/2018	Beyond Bank	A2/BBB	Term Deposit	\$ 1,000,000	365	2.70%	2/11/2019
10/11/2018	Beyond Bank	A2/BBB	Term Deposit	\$ 2,000,000	365	2.70%	10/11/2019
26/06/2019	AMP	A1/A	Term Deposit	\$ 500,000	154	2.25%	27/11/2019
30/08/2019	Macquarie Bank	A1/A	Term Deposit	\$ 1,000,000	90	1.80%	28/11/2019
30/08/2019	NAB	A1+/AA-	Term Deposit	\$ 1,000,000	91	1.63%	29/11/2019
21/12/2018	Beyond Bank	A2/BBB	Term Deposit	\$ 1,700,000	365	2.80%	21/12/2019
22/07/2019	AMP	A1/A	Term Deposit	\$ 1,000,000	179	2.20%	17/01/2020
22/07/2019	AMP	A1/A	Term Deposit	\$ 500,000	179	2.20%	17/01/2020
2/08/2019	AMP	A1/A	Term Deposit	\$ 1,000,000	182	2.10%	31/01/2020
4/02/2019	NAB	A1+/AA-	Term Deposit	\$ 1,000,000	365	2.70%	4/02/2020
16/08/2019	AMP	A1/A	Term Deposit	\$ 2,000,000	182	2.05%	14/02/2020
TOTAL INVESTED				\$ 16,700,000			

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 Policies.


(Samantha Jennings, Finance Manager)

RESTRICTED CASH, CASH EQUIVALENTS & INVESTMENTS

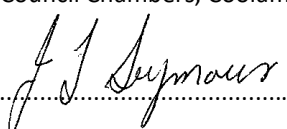
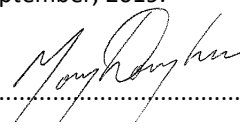
ESTIMATED EXTERNAL RESTRICTIONS AS AT 30TH JUNE, 2019

Allawah Lodge - Accommodation Bonds/Payments	\$ 4,096,670.11
Allawah Village - Loan-Licence	\$ 3,458,390.67
Developer Contributions	\$ 6,842.03
Specific Purpose Unexpended Grants & Contributions & Other Funding	\$ 516,527.09
Stormwater Management	\$ 93,011.25
Sewerage Fund	\$ 2,099,524.83
Waste Management	\$ 768,038.60
	<u>\$ 11,039,004.58</u>

ESTIMATED INTERNAL RESTRICTIONS AT 30TH JUNE, 2019

Asset/Plant Replacement	\$ 1,000,000.00
Employees Leave Entitlements	\$ 1,260,000.00
Deferred Works	\$ 401,895.00
Ardlethan Preschool	\$ 67,229.76
Asset Management (inc. unrestricted cash)	\$ 2,800,242.80
Allawah Lodge Asset Mgt Reserve	\$ 979,366.67
Allawah Village Asset Mgt Reserve	\$ 593,072.35
CECC Asset Mgt Reserve	\$ 234,682.57
Financial Assistance Grant	\$ 1,905,806.00
Swimming Pools	\$ 15,000.00
Rehabilitation of Gravel Pits	\$ 127,744.09
	<u>\$ 9,385,039.24</u>
	<u>\$ 20,424,043.82</u>

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 MAYOR  GENERAL MANAGER.


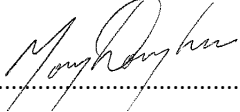
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 19TH SEPTEMBER, 2019.

COOLAMON SHIRE COUNCIL
INCOME STATEMENT

for the period 1st July 2019 to 30th June 2020

	AUGUST 2019	JULY 2019	2019/2020 BUDGET	2018/2019 ACTUAL UNAUDITED
Income from continuing operations				
<i>Revenue:</i>				
Rates & annual charges	3,634,092.40	3,633,356.41	3,577,000.00	3,586,756.61
User charges & fees	595,670.04	340,058.42	3,848,000.00	3,805,820.23
Interest and investment revenue	(152,457.80)	(229,568.19)	476,000.00	503,315.46
Other revenues	91,239.52	50,291.83	543,000.00	753,083.72
Grants & contributions provided for operating purposes	1,099,231.68	634,556.50	5,435,000.00	7,010,338.91
Grants & contributions provided for capital purposes	224,423.83	5,075.83	3,021,000.00	2,293,609.12
Internals	0.00	0.00		0.00
<i>Other income:</i>				
Net gain from the disposal of assets	166,177.75	0.00	168,000.00	-116,980.54
Total revenues from continuing operations	5,658,377.42	4,433,770.80	17,068,000.00	17,835,943.51
Expenses from continuing operations				
Employee benefits and on-costs	929,599.15	449,856.13	6,405,000.00	6,276,729.02
Borrowing costs	4,512.63	0.00	6,000.00	15,744.57
Materials & contracts	738,594.56	206,416.53	3,949,000.00	3,261,743.76
Depreciation, amortisation & impairment	0.00	0.00	4,069,000.00	3,827,454.53
Other expenses	489,332.67	381,063.17	1,474,000.00	1,582,729.70
Net loss from the disposal of assets				
Total expenses from continuing operations	2,162,039.01	1,037,335.83	15,903,000.00	14,964,401.58
Operating result from continuing operations	3,496,338.41	3,396,434.97	1,165,000.00	2,871,541.93
Net operating result for the year before grants and contributions provided for capital purposes	3,271,914.58	3,391,359.14	-1,856,000.00	577,932.81

This is Page No. 75 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 19th September, 2019.


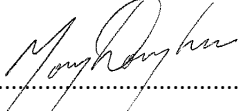

 MAYOR
 
 GENERAL MANAGER.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 19TH SEPTEMBER, 2019.

COOLAMON SHIRE COUNCIL
INCOME STATEMENT BY FUND

August 2019			
	CONSOLIDATED		
	GENERAL FUND	SEWERAGE FUND	TOTAL
Income from continuing operations			
<i>Revenue:</i>			
Rates & annual charges	3,068,822.75	565,269.65	3,634,092.40
User charges & fees	586,922.04	8,748.00	595,670.04
Interest and investment revenue	(152,819.23)	361.43	-152,457.80
Other revenues	90,994.06	245.46	91,239.52
Grants & contributions provided for operating purposes	1,099,231.68	0.00	1,099,231.68
Grants & contributions provided for capital purposes	14,222.00	210,201.83	224,423.83
Internals	0.00	0.00	0.00
<i>Other income:</i>			
Net gain from the disposal of assets	166,177.75	0.00	166,177.75
Total revenues from continuing operations	4,873,551.05	784,826.37	5,658,377.42
Expenses from continuing operations			
Employee benefits and on-costs	904,408.07	25,191.08	929,599.15
Borrowing costs	4,512.63		4,512.63
Materials & contracts	626,993.23	111,601.33	738,594.56
Depreciation & amortisation	0.00	0.00	0.00
Other expenses	472,257.67	17,075.00	489,332.67
Total expenses from continuing operations	2,008,171.60	153,867.41	2,162,039.01
Operating result from continuing operations	2,865,379.45	630,958.96	3,496,338.41
Net operating result for the year before grants and contributions provided for capital purposes	2,851,157.45	420,757.13	3,271,914.58

This is Page No. 76 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 19th September, 2019.


 MAYOR
 
 GENERAL MANAGER.


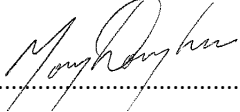
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 19TH SEPTEMBER, 2019.

COOLAMON SHIRE COUNCIL
BALANCE SHEET

for the period 1st July 2018 to 30th June 2019

	AUGUST 2019	JULY 2019	2019/2020 BUDGET (ADJ FOR OPENING BALS)	2018/2019 ACTUAL UNAUDITED
ASSETS				
Current assets				
Cash and cash equivalents	3,699,220.18	2,863,297.51	105,854.17	2,724,043.82
Investments	16,700,000.00	17,700,000.00	16,700,000.00	17,700,000.00
Receivables	2,980,210.36	3,992,845.09	1,318,076.65	1,317,873.23
Inventories	365,420.50	345,098.92	258,046.61	343,950.73
Other				
Total current assets	23,744,851.04	24,901,241.52	18,381,977.43	22,085,867.78
Non-current assets				
Investments				
Receivables	0.00	0.00	780,000.00	0.00
Inventories	102,397.55	102,397.55	102,543.45	102,397.55
Infrastructure, property, plant & equipment	222,515,396.99	221,672,409.87	229,575,961.90	221,371,714.08
Accumulated Dep'n - Infrastructure, PP&E	(45,283,528.98)	(45,283,528.98)	(49,352,860.18)	(45,283,528.98)
Accumulated Imp't - Infrastructure, PP&E	0.00	0.00	0.00	0.00
Other	-313.76	(341.94)	(370.12)	(370.12)
Total non-current assets	177,333,951.80	176,490,936.50	181,105,275.05	176,190,212.53
Total assets	201,078,802.84	201,392,178.02	199,487,252.48	198,276,080.31
LIABILITIES				
Current liabilities				
Payables	7,558,235.90	7,972,943.35	8,143,344.18	8,248,808.28
Overdraft			0.00	
Interest bearing liabilities	0.00	0.00	0.00	
Provisions	1,725,840.10	1,724,411.27	1,872,698.99	1,728,883.60
Total current liabilities	9,284,076.00	9,697,354.62	10,016,043.17	9,977,691.88
Non-current liabilities				
Payables	2,368.84	2,368.84	2,765.59	2,368.84
Interest bearing liabilities	0.00	0.00	0.00	0.00
Provisions	481,057.11	481,057.11	487,769.72	481,057.11
Total non-current liabilities	483,425.95	483,425.95	490,535.31	483,425.95
TOTAL LIABILITIES	9,767,501.95	10,180,780.57	10,506,578.48	10,461,117.83
Net assets	191,311,300.89	191,211,397.45	188,980,674.00	187,814,962.48
EQUITY				
Retained earnings	95,147,837.92	95,047,934.48	92,817,294.78	91,651,499.51
Reserves	96,163,462.97	96,163,462.97	96,163,379.22	96,163,462.97
Internal Assets/Liabilities	0.00	0.00		
Trust Transfer				
Total equity	191,311,300.89	191,211,397.45	188,980,674.00	187,814,962.48

This is Page No. 77 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 19th September, 2019.


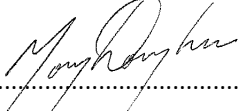
.....  MAYOR  GENERAL MANAGER.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 19TH SEPTEMBER, 2019.

COOLAMON SHIRE COUNCIL
BALANCE SHEET BY FUND

	August 2019		COOLAMON SHIRE TOTAL
	CONSOLIDATED GENERAL FUND	SEWERAGE FUND	
ASSETS			
Current assets			
Cash and cash equivalents	1,738,903.20	1,960,316.98	3,699,220.18
Investments	16,700,000.00		16,700,000.00
Receivables	2,564,320.55	415,889.81	2,980,210.36
Inventories	365,420.50		365,420.50
Other			0.00
Total current assets	21,368,644.25	2,376,206.79	23,744,851.04
Non-current assets			
Investments			0.00
Receivables	0.00		0.00
Inventories	102,397.55		102,397.55
Infrastructure, property, plant & equipment	205,765,022.82	16,750,374.17	222,515,396.99
Accumulated Depreciation	(38,566,013.26)	(6,717,515.72)	(45,283,528.98)
Accumulated Impairment	0.00		0.00
Other	(313.76)		(313.76)
Total non-current assets	167,301,093.35	10,032,858.45	177,333,951.80
Total assets	188,669,737.60	12,409,065.24	201,078,802.84
LIABILITIES			
Current liabilities			
Payables	7,558,235.90	0.00	7,558,235.90
Interfunding			0.00
Interest bearing liabilities	0.00		0.00
Provisions	1,725,840.10		1,725,840.10
Total current liabilities	9,284,076.00	0.00	9,284,076.00
Non-current liabilities			
Payables	2,368.84		2,368.84
Interest bearing liabilities	0.00		0.00
Provisions	481,057.11		481,057.11
Total non-current liabilities	483,425.95	0.00	483,425.95
TOTAL LIABILITIES	9,767,501.95	0.00	9,767,501.95
Net assets	178,902,235.65	12,409,065.24	191,311,300.89
EQUITY			
Retained earnings	88,363,058.74	6,784,779.18	95,147,837.92
Reserves	90,539,176.91	5,624,286.06	96,163,462.97
Internal Assets & Liabilities			0.00
Trust Transfer			
Total equity	178,902,235.65	12,409,065.24	191,311,300.89

This is Page No. 78 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 19th September, 2019.

.....  MAYOR  GENERAL MANAGER.


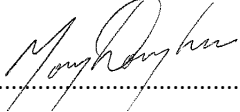
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 19TH SEPTEMBER, 2019.

COOLAMON SHIRE COUNCIL
INTERNAL & EXTERNAL RESTRICTIONS

for the period 1st July 2018 to 30th June 2019

	AUGUST 2019	JULY 2019	2019/2020 BUDGET (ADJ FOR OPENING BALS)	2018/2019 ACTUAL UNAUDITED
GENERAL FUND				
<i>EXTERNALLY RESTRICTED</i>				
Grants & Susidies & Other	564,255.84	556,939.71	246,993.64	516,527.09
Developer Contributions	9,242.03	6,842.03	6,842.03	6,842.03
Waste Management	903,117.04	799,326.57	827,414.34	768,038.60
Allawah Lodge Accommodation Payments	4,290,570.03	4,096,339.11	4,443,863.65	4,096,670.11
Allawah Village Loan-Licence	3,164,533.14	3,164,533.14	3,304,876.36	3,458,390.67
	8,931,718.08	8,623,980.56	8,829,990.03	8,846,468.50
<i>INTERNALLY RESTRICTED</i>				
Plant Replacement Reserve	1,000,000.00	1,000,000.00	1,000,000.00	1,000,000.00
Employees Leave Entitlements Reserve	1,260,000.00	1,260,000.00	1,080,000.00	1,260,000.00
Stormwater Management Reserve	137,202.58	135,475.79	42,883.58	93,011.25
Swimming Pools Reserve	15,000.00	15,000.00	0.00	15,000.00
Deferred Works Reserve	151,340.45	401,895.00	280,000.00	401,895.00
Ardlethan Preschool	91,731.80	97,930.69	56,489.02	67,229.76
Financial Assistance Grant	0.00	0.00	104,074.00	1,905,806.00
Allawah Lodge Asset Mgt Reserve	1,037,165.03	1,272,373.44	806,305.92	979,366.67
Allawah Village Asset Mgt Reserve	557,325.60	583,565.70	313,168.11	593,072.35
CECC Asset Mgt Reserve	228,761.85	236,769.09	181,293.82	234,682.57
Gravel Pits Rehabilitation Reserve	127,744.09	127,744.09	132,744.09	127,744.09
	4,606,271.40	5,130,753.80	3,996,958.54	6,677,807.69
Asset Management/Available for Working Funds	4,900,875.17	4,852,657.82	1,963,806.68	2,800,242.80
Total Cash Balance - General Fund	18,438,864.65	18,607,392.18	14,790,755.24	18,324,518.99
SEWERAGE FUND				
Sewerage Fund	1,960,355.53	1,955,905.33	1,541,263.18	2,099,524.83
	1,960,355.53	1,955,905.33	1,541,263.18	2,099,524.83
Total Cash Balance - Sewerage Fund	1,960,355.53	1,955,905.33	1,541,263.18	2,099,524.83
TOTAL CONSOLIDATED CASH	20,399,220.18	20,563,297.51	16,332,018.42	20,424,043.82

This is Page No. 79 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 19th September, 2019.

.....  MAYOR  GENERAL MANAGER.

RATE COLLECTIONS

	ARREARS B/FWD	LEVIES INC. INTEREST	TOTAL	COLLECTIONS TO DATE	% TO TOTAL	ADJUSTMENTS INC. PENS CONCESSIONS	ADI TOTAL	% TO TOTAL	COLLECTABLE BALANCE
31/08/2003	280,098.47	2,030,567.42	2,310,665.89	552,682.60	23.92%	99,416.03	2,211,249.86	24.99%	1,658,567.26
31/08/2004	181,374.69	2,074,680.79	2,256,055.48	477,399.35	21.16%	105,671.55	2,150,383.93	22.20%	1,672,984.58
31/08/2005	163,566.58	2,150,297.78	2,313,864.36	703,888.31	30.42%	105,176.98	2,208,687.38	31.87%	1,504,799.07
31/08/2006	185,519.90	2,228,402.63	2,413,922.53	686,537.38	28.44%	106,058.44	2,307,864.09	29.75%	1,621,326.71
31/08/2007	236,912.33	2,410,090.04	2,647,002.37	670,180.72	25.32%	117,989.76	2,529,012.61	26.50%	1,858,831.89
31/08/2008	277,343.62	2,493,027.96	2,770,371.58	613,559.42	22.15%	117,339.70	2,653,031.88	23.13%	2,039,472.46
31/08/2009	239,371.45	2,566,302.58	2,805,674.03	782,339.20	27.88%	120,986.57	2,684,687.46	29.14%	1,902,348.26
31/08/2010	292,105.99	2,704,117.82	2,996,223.81	741,132.23	24.74%	123,252.92	2,872,970.89	25.80%	2,131,838.66
31/08/2011	239,162.46	2,851,336.37	3,090,498.83	782,158.97	25.31%	124,934.50	2,965,564.33	26.37%	2,183,405.36
31/08/2012	207,935.41	2,986,757.72	3,194,693.13	890,111.95	27.86%	126,528.35	3,068,164.78	29.01%	2,178,052.83
31/08/2013	230,923.44	3,129,180.21	3,360,103.65	922,713.93	27.46%	124,096.84	3,236,006.81	28.51%	2,313,292.88
31/08/2014	263,562.88	3,285,814.30	3,549,377.18	829,247.65	23.36%	119,661.73	3,429,715.45	24.18%	2,600,467.80
31/08/2015	335,520.44	3,394,298.07	3,729,818.51	1,091,402.37	29.26%	121,811.97	3,608,006.54	30.25%	2,516,604.17
31/08/2016	300,944.76	3,487,399.70	3,788,344.46	1,042,917.80	27.53%	124,652.38	3,663,692.08	28.47%	2,620,774.28
31/08/2017	303,728.87	3,567,981.97	3,871,710.84	1,194,571.78	30.85%	116,519.77	3,755,191.07	31.81%	2,560,619.29
31/08/2018	319,410.16	3,661,932.07	3,981,342.23	1,222,999.11	30.72%	114,757.98	3,866,584.25	31.63%	2,643,585.14
2019/2020									
31/07/2019	368,193.86	3,773,598.63	4,141,792.49	312,745.32	7.55%	115,528.25	4,026,264.24	7.77%	3,713,518.92
31/08/2019	368,193.86	3,776,704.41	4,144,898.27	1,188,590.24	28.68%	115,820.44	4,029,077.83	29.50%	2,840,487.59

CS2) FINANCIAL STATEMENTS (S.11-04, SC390; A.12-01, SC34)

Following the referral of the Draft 2018/2019 Financial Statements to the NSW Audit Office at the August 2019 meeting of Council, the audit has been undertaken.

In accordance with guidelines issued by the Office of Local Government, as a result of changes made through the audit process to the Draft 2018/2019 Financial Statements, it is appropriate that a further review is undertaken by Council prior to submission to the Office of Local Government.

Unfortunately, the final versions of the Client Service Report and Draft 2018/2019 Financial Statements were not available at the time of writing this report. Prior to the meeting, Council will be provided with these documents for review. At the meeting the Statement by Councillors and Management will require signing.

Recommendation

That the Statement by Councillors and Management for the 2018/2019 Financial Statements be signed and that Council delegate authority to the General Manager to authorise the Accounts for issue in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended).

RESOLVED on the motion of Clr McCann and seconded by Clr White that the Statement by Councillors and Management for the 2018/2019 Financial Statements be signed and that Council delegate authority to the General Manager to authorise the Accounts for issue in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended). 200/09/2019

4.3 EXECUTIVE MANAGER, ENGINEERING & TECHNICAL SERVICES' REPORTS

ES1) SHIRE ROAD RESHEETING, STABILISATION AND MAINTENANCE

The following roads have received attention:

1) MAINTENANCE

- Curries Lane (Matong North Road to gate)
- Brangalgan Road (Matong North Road to Ardlethan Road)
- Maslins Lane (Wallerroobie Road to London Hill Road)
- Pamandi Road (Murrell Creek to boundary)
- Armstrongs Lane (Marrar North to Seymours Lane)
- Seymours Lane (Johnsons Hill Road to Berry Jerry Lane)
- Howards Lane (London Hill Road to gate)
- McPhails Lane (Wallerroobie Road to London Hill Road)
- Flanigans Lane (Canola Way to boundary)
- Walshs Lane (McCormacks Lane to Springwood Road)
- Doyles Lane (Seberrys Lane to Walleroobie Road)
- Berry Jerry Lane (Rannock Road to Marrar North Road)

2) RESHEETING

- Pamandi Road (Murrell Creek to boundary)
- Berry Jerry Lane (Marrar North Road to Rannock Road)
- Turners Lane (Hodges Lane to Johnsons Hill Road)
- Flanigans Lane (Canola Way to Boundary Lane)

ES2) RMS ACTIVE TRANSPORT PROGRAMME – WALKING COMMUNITIES (R.07-08, SC333)

Council's Concrete Contractor has commenced the renewal of substandard pramways in the towns of Coolamon (13), Marrar (3), Ardlethan (5) and Beckom (2). All pramways have been completed with the exception of two in Ardlethan near the Police Station which will be performed on completion of sewer main installation.

ES3) NOXIOUS WEEDS OFFICER'S REPORT (N.02-01)

Noxious Weeds Officer Reports

Activities

- High risk roadways inspected across the Shire.
- Staff have completed roadside inspections of high risk sites and pathways.
- Coolatai inspected and treated.
- Boxthorn treated on the bike and walking track.
- Blue Helitrope inspected, no germination as yet.
- Staff attended the weeds Conference in Newcastle.
- Jeremy attended Murrumbidgee Landcare Incorporated meeting.
- Attending Henty Machinery Field Days.

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.
- 4.5.1 Increase in operator competency (training).

Recommendation

For Council information.

RESOLVED on the motion of Clr Maslin and seconded by Clr Logan that the Executive Manager, Engineering and Technical Services Reports (ES1 to ES3) be received. 201/09/2019

ES4) ARDLETHAN SEWERAGE SCHEME – PROJECT STATUS REPORT TO 16TH AUGUST 2019 (S.03-02, SC361)

Project Status

Construction of the sewerage treatment plant has been temporarily delayed due to the availability of water. The source of water that the contractor has been using is running low and may be required by the owner for their operations in the coming months.

Bulk earthworks are almost complete with the remaining activities being the gypsum modification of the pond embankments and floors, and final trim.

Hopefully there is enough rainfall over the coming weeks and months to both replenish the source that the contractor has been using and to condition the material on site. Otherwise alternative options will need to be sourced.

Work is now progressing well on the construction of the gravity reticulation system with the section to the south of the rail line nearing completion. Works will then progress to the deeper sections north of the rail line while waiting for approval from John Holland Rail for the rail underbore. Logistically, the rail underbore, Burley Griffin Way underbores and installation of the pump station need to occur sequentially with no delay between each installation. The construction of these elements are now scheduled for mid October 2019.

John Holland Rail have requested additional information to support the application for the rail underbore approval. The additional details related only to some minor edits to Work Health and Safety documentation and addition detail on the depth of the sewer immediately beneath the rail line. These details have been provided and John Holland Rail have confirmed that the installation meets the requirements of a minor underbore, significantly reducing the amount of monitoring and level of oversight required.

Time

The duration of the construction program for the gravity reticulation system, rising main and pump station installation is 44 weeks from commencement of works. The duration of the construction program for the sewerage treatment plant is 18 weeks from commencement of works.

The following are some estimated key milestone dates:

- | | |
|--|---------------|
| ○ Construction of treatment plant completed | November 2019 |
| ○ Construction of reticulation, rising main and pump station completed | March 2020 |
| ○ Ardlethan Sewerage Scheme completed and commissioned | April 2020 |
| ○ Payment of capital contribution by ratepayers | end May 2020 |

Quality

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

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

Risk

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

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 19TH SEPTEMBER, 2019.

	All information required to support the application for approval provided to John Holland Rail Additional information requested by and provided to John Holland Rail
Further Actions	Await approval and amend project details to reflect John Holland Rail requirements
Issue	Burley Griffin Way Crossing(s)
Actions to Date	Contact to be made with NSW Roads and Maritime Services to ascertain engineering standards and requirements Application made for in principal approval of road crossings Application made for the installation of the road crossings Approval received for road crossings
Further Actions	No further action
Issue	Acquisition of Land for Pump Station
Actions to Date	Critical dates for finalisation of pump station location incorporated into design brief The proposed location of the pump station site has been amended to refine the design, reduce cost and use already available land negating the requirement for further acquisition
Further Actions	No further action
Issue	Bygoo Road Realignment Project
Actions to Date	Design requirements around the road realignment project, including critical dates, incorporated into design brief Image of road realignment plan overlaid on aerial imagery incorporated into the design brief Project deferred due to land acquisition issues Refinements made to the concept design to minimise the number of crossings of the new road alignment Further adjustments made to sewer alignment and property service connections to minimise interaction with and impact on/by the future road
Further Actions	No further action
Issue	Flood Works Approval for Treatment Plant
Actions to Date	Research requirements for flood works approval Local analysis of flood extent and depth at treatment plant location Advice obtained from GHD regarding flood behaviour at treatment plant site (flood fringe low hazard and flood free) Concept process design and layout indicate that the treatment plant can be accommodated on the available land outside of the 1 in 100 year flood extent Concept design layout completed confirming that the treatment plant lies outside of the 1 in 100 year flood extent Council resolution obtained confirming the floodplain extent for the purposes of project planning and environmental impact assessment
Further Actions	No further action
Issue	Availability of Suitable Contractors
Actions to Date	Contact made with potential design consultants to ascertain interest in bidding for and completing the work Design contract awarded to a suitably qualified and experienced consultant Construction contracts awarded to appropriately qualified and experienced contractors

Further Actions	No further action
Issue	Construction Cost vs Available Budget
Actions to Date	Discussions held with DoI Water on opportunities to reduce cost Further design refinements made to reduce complexity and cost of pump station, rising main and treatment plant Some elements of the reticulation system deferred for later construction as development occurs Construction of the third evaporation basin at the treatment plant deferred until required by load and/or climatic conditions Construction contract broken into three (3) components, resulting in lower cost than appointing a single contractor Some materials and services required for the project to be provided by Council
Further Actions	Ongoing cost control during construction Identify any further opportunities for cost savings during construction

Procurement

With the main contracts for construction and the supply of the packaged pump station awarded, procurement activities are now limited to the items to be supplied by Council such as trench fill material, rock for treatment plant lining, road base, tree removal, utility connections, fencing and geotechnical testing. These minor procurements have commenced and will be undertaken on an ongoing basis throughout the duration of the project.

Activities Since Last Report

- Ongoing construction
- Ongoing prequalification of construction methods
- Additional information required for rail underbore approval provided to John Holland Rail.

Upcoming Activities

- Burley Griffin Way and rail underbore
- Pump station well installation
- Construction of transfer structures and pipework at the sewerage treatment plant

Recommendation

For Council information.

RESOLVED on the motion of Clr Jones and seconded by Clr Maslin that the report be received. 202/09/2019

4.4 EXECUTIVE MANAGER, DEVELOPMENT & ENVIRONMENTAL SERVICES' REPORTS

HS1) DEVELOPMENT ACTIVITY REPORT FOR THE PERIOD ENDING 31ST AUGUST 2019 (B.05-03, SC58)

Summary

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

Development Activity Table

Application Number	Type	Address	Determination	Value
ADA 2017/60.2	Subdivision of 1 Lot into 4 Lots (Residential)	48 Iverach Street South, Coolamon	Approved	N/A
ADA 2019/43.2	New Shed	Mullins Street, Ardlethan	Approved	\$9,500
DA 2019/45	New Single Dwelling	21 Don Street, Marrar	Approved	\$343,553.00
DA 2019/46	Alterations & Additions to Existing Childcare Facility	66 Bruce Street North, Coolamon	Approved	\$350,000.00
DA 2019/47	2 x New Carports	59-61 Mirrool Street South, Coolamon	Approved	\$7,000.00
DA 2019/49	New Single Dwelling	Marrar South Road, Marrar	Approved	\$300,000.00
DA 2019/50	New Single Dwelling	Marrar South Road, Marrar	Approved	\$300,000.00
DA 2019/51	Construction of Dam	93 Campbells Lane, Coolamon	Approved	\$2,000.00
DA 2019/52	New Shed	15 Webb Street, Marrar	Approved	\$13,000.00
DA 2019/53	New Shed	2 William Kelly Drive, Coolamon	Approved	\$9,500.00
DA 2019/54	New Shed	21 Iverach Street South, Coolamon	Approved	\$19,350.00
DA 2019/55	New Machinery Shed	3047 Coolamon Road, Coolamon	Approved	\$40,000.00
TOTAL: 12			12	\$1,393,903.00

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 31st August, 2019.

RESOLVED on the motion of Clr Crocker and seconded by Clr White that Council receive and note this report on development activity for the period up to 31st August, 2019. 203/09/2019

HS2) 2018-19 FINANCIAL YEAR DEVELOPMENT STATISTICS (B.05-03, SC58)

Summary

This report is a comparative summary of development activity statistics within the Coolamon Shire for the years 2017/18 and 2018/19.

Background

Reports have been submitted to Council over many years reporting on:

- Total Development Approvals;
- Total cost of works undertaken;
- Total fees charged by Council; and
- Development breakdown.

Development Statistics

Approvals	2017/2018	2018/2019
Complying Development Certificates	10	17
Development Applications	97	70
Total	107	97

Cost of works undertaken	2017/18	2018/19
Complying Development Certificates	\$1,249,243.00	\$3,720,210.00
Development Applications	\$9,805,867.00	\$11,149,190.00
Total	\$11,055,110.00	\$14,869,400.00

Fees charged	2017/18	2018/19
Complying Development Certificates	12,943.64	\$31,072.94
Development Applications	157,299.62	\$142,567.34
Total	170,243.26	\$173,640.28

Development Breakdown	2017/18	2018/19
Dwellings (New)	28	28
Dwellings (Alt. & Add.)	8	6
Outbuildings	49	34
Pools	6	7
Commercial/Industrial	12	15
Subdivisions (incl. New Lots Created)	13 (22 new lots created)	2 (2 new lots created)

Note 1: Some applications include multiple developments such as a dwelling and shed, and are therefore included in both counts.

Note 2: Some statistics are inclusive of Development Applications that have not been fully submitted, or are yet to be approved.

Note 3: Fees charged are inclusive of all State Government charges.

Financial Implications

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

Recommendation

That Council note the report.

RESOLVED on the motion of Clr White and seconded by Clr Maslin that the report be received. 204/09/2019

↑ ADJOURNMENT

RESOLVED on the motion of Clr McCann and seconded by Clr Jones 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. 205/09/2019

Council adjourned at 4.19pm into Committee of a Whole and reconvened at 4.26pm.

**5) RECOMMENDATION OF A COMMITTEE OF A WHOLE MEETING HELD
19TH SEPTEMBER, 2019.**

RESOLVED on the motion of Clr McKinnon and seconded by Clr Logan that the Recommendations of a Committee of a Whole Meeting held 19th September, 2019 be adopted. 206/09/2019


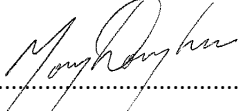
6) REPORTS: DELEGATES/MAYOR/COUNCILLORS

There were no Reports.

Meeting Closed at 4.42pm.

Confirmed and signed during the Meeting held this 24th day of October, 2019.

.....
MAYOR

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

**ATTACHMENTS FOR THE MEETING HELD
19TH SEPTEMBER, 2019**

ITEMS DISTRIBUTED WITH THE AGENDA

- 1) ACTIVITY REPORTS
 - 1) Operating Statistics of the Coolamon Shire Library for August 2019.
 - 2) Community Development Officer's Report for August 2019.
 - 3) Tourism and Business Development Officer's Report for August 2019.
 - 4) Road Safety Officer's Activity Report for August 2019.Refer Correspondence Item (1a).

- 2) INFORMATION PAPERS
 - 1) Minutes of the Advance Ganmain Committee Meeting held 4th September, 2019.
 - 2) Minutes of the AGM and Ordinary Meeting of the Advance Marrar Committee held 22nd August, 2019.Refer Correspondence Item (2a).

- 3) Correspondence from The Hon Shelley Hancock MP on behalf of the Premier, the Hon Gadys Berejiklian MP, regarding increases to the Emergency Services Levy.
Refer Correspondence Item (1b), [File No. (E.03-01, F.03-11, F.03-12)].

- 4) Correspondence from the Local Government Grants Commission concerning Financial Assistance Grants.
Refer General Manager's Report (GM2), [File No. G.03-02].

- 5) Correspondence from the Advance Ardlethan Art Show.
Refer General Manager's Report (GM3), [File No. C.09-39].

- 6) Correspondence regarding the report on the Stronger Country Communities Round Three Funding.
Refer General Manager's Report (GM6), [File No. G.03-67].

- 7) A copy of the Media Release and Fact Sheet from IPART regarding the 2020-21 Rate Peg for NSW local Councils.
Refer Correspondence Item (2b), [File No. (R.04-05)].

- 8) Correspondence regarding the report on the Local Government Elections 2020.
Refer General Manager's Report (GM4), [File No. E.01-08].