



ORDINARY MEETING

AGENDA

Thursday 20 March 2025

NOTICE OF MEETING

Notice is hereby given that an **Ordinary Meeting of Gwydir Shire Council** will be held in the Warialda Office Council Chambers on **Thursday 20 March 2025**, commencing at **10:00 am** to discuss the items listed in the Agenda.

Your attendance is respectfully requested.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Max Eastcott', is written over a light blue horizontal line.

Max Eastcott
General Manager

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Agendas and minutes are available on the Council's website:

<https://www.gwydir.nsw.gov.au/Home>

WEBCASTING OF MEETING

This meeting will be recorded for placement on Council's website.

All speakers must ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms or mentioning any private information.

No other persons are permitted to record the meeting, unless specifically authorised by Council to do so.

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1 OFFICIAL OPENING AND WELCOME - MAYOR**2 APOLOGIES****3 CONFIRMATION OF THE MINUTES****RECOMMENDATION**

THAT the Minutes of the Ordinary and Confidential Meetings held on 20th February 2025 as circulated be taken as read and CONFIRMED.

4 PRESENTATION**5 CALL FOR THE DECLARATIONS OF INTERESTS, GIFTS RECEIVED AND CONFLICTS OF INTEREST****6 MAYORAL MINUTE**

To be circulated

7 OFFICERS' REPORTS**7.1 Dealing with items by exception**

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.3 Administrative and support functions

Author: General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

Councillors to indicate those items that they wish to be withdrawn for discussion and debate.

Item Number	Report Details	Withdrawn
7.2	Executive Services Report	
7.3	Organisation and Community Services Report	
7.4	Technical Services Report	
7.5	Business and Strategy Report	
7.6	Council's Investment Report February 2025	
7.7	Planning Workshop Recommendations	

7.8	Audit, Risk and Improvement (ARIC) Committee Minutes	
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OFFICER RECOMMENDATION

THAT items that have not been withdrawn will be adopted collectively in this resolution.

ATTACHMENTS

Nil

7.2 Executive Services Report

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.3 Administrative and support functions

Author: Max Eastcott, General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

This report is for reception.

TABLED ITEMS Nil

COMMUNITY ASSETS

Monthly Report – February 2025

Gwydir Libraries

Statistics	Bingara	Warialda	Gwydir
Door Count	1037	840	
Loans	1228	925	
New Members	10	6	
E-resource Users			165
Downloads			280
PC usage	196	95	
WIFI usage	360	280	
Programs	29	27	
Adult Program attendees	132	108	
Children Program attendees	187	74	
Home Delivery	12	6	
Institution Delivery	6	4	
Seniors, Be Connected sessions	26	19	

Community support hub	36	22	
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Bingara Library celebrated its fifth birthday with a morning tea on 14 February 2025 which coincided with Library Lovers' Day.

Central Northern Regional Library staff visited both branches on 6 February 2025 for their annual inspection. The staff were especially impressed with how the layout and overall appearance of the Warialda branch had improved since their previous visit.

Caravan Parks

Both Warialda and Bingara Caravan Parks continue to be contracted under 12-month licences.

Cranky Rock

Following the January storm all recovery works were completed during the month of February. The site continues to be open to the public for day visits and camping.

Orange Festival

Planning for this year's Orange Festival continue including submitting road closure applications and confirming entertainment and sound contractors. Council staff meet fortnightly, and their efforts support the Special Events Committee.

Attached is a poster which sets out other Council events which are planned for 2025. In addition to these events there is the Honey Festival and Community Christmas Carnivals.

The Honey Festival will be celebrated this year at the Warialda Town Square and one block of Hope Street will be closed to traffic.

Design Work

- Pool Lifeguard Course – Social Tile
- March Wellness - Lockscreen
- Community Asset Design - Council Meeting
- Bingara Service NSW Closure – Social Tile
- Warialda Show - Ad for Program
- Upper Horton Landfill Infrastructure Upgrade – Social Tile
- Bingara Birthday – Invitation
- Education Shows – Flyer
- 2025 Performances - Flyer
- What's On

Facebook Post Statistics

Views are the number of times the content is displayed. The reach score is the amount of people that saw the post at least once. The engagement rating is the number of reactions, comments, clicks or shares on a post.

On 6 February 2025, a Warialda Town Square update was provided to Council's Facebook page. This post had 7,039 views, reached 2,497 people and had an engagement score of 1,442.

On 10 February 2025. Council notified Gwydir Shire Council Facebook users that Gravesend had been placed on Level 1 Water Restrictions. This post has 4,255 views and reached 2,011 people.

On 11 February 2025, Council announced that Cranky Rock was reopening on the Gwydir Shire Council Facebook page. This post received 4,283 views and a reach score of 2,243.

Monsido

For the month of February, staff conducted 1,048 audit logs on the Gwydir Shire Council website. These logs can be thought of as potential errors and errors which have been either fixed, resolved or ignored. The potential errors and errors refer to items as simple as spelling mistakes, through to more complex tasks like link text being meaningful when read out loud. 'Link text that is meaningful when read out loud' refers to those users who would use a screen reader due to vision loss. It is important to ensure the text on the website is meaningful without relying on visual context. The more logs that are completed help to improve Council's accessibility and quality assurance score.

The Gwydir Shire Council website quality assurance compliance score is currently sitting at a 93.63%, which is well above the industry average of 75.6%. Council's website has an accessibility compliance score of 97.59%, with the industry average being 84.46%. These scores can fluctuate when new material is uploaded to the website. Therefore, continuous reviews are required.

Myall Creek

The stolen items are still being held as evidence which is disappointing. Council staff contact police regularly to seek release of these items.

The site continues to be presented in a consistent, neat, and tidy manner.

The Living Classroom

TLC has become a true community asset with many choosing to celebrate family events and happenings. It is also a hub for regional meetings.

The high voltage electricity installation works have been delayed by the contractor due to staffing shortages. The new date for installation is now 2 April 2025.

Other works onsite include construction of all access pathways which link the parking areas to the classroom, bunkhouse and new cabins.

Testing and Tagging

Community Assets staff are currently undertaking training to be able to test and tag the electrical equipment which are used in Council's libraries, caravan parks, The Living Classroom, swimming pool complexes, and The Roxy. It is hoped that this training will be completed by end March and actual testing and tagging can commence.

The Roxy Complex

Council was granted \$110,000 under the NSW Government Stronger Country Communities Funding Round 4 (SCCF - 4) Program to paint the façade of The Roxy Theatre. In addition Council was granted \$365,000 under the NSW Government Community Local Infrastructure Recovery Package program to undertake stormwater mitigation works.

A new stormwater diversion and drainage system which be installed onsite and these works will be completed by end June 2025.

Council has been advised by the engineering company who inspected and then designed the stormwater diversion and drainage system that Council should defer the painting of the exterior of the building until at least 12 months after the system is fully operational to allow the whole complex to dry out and settle.

Therefore, Council staff have sought a variation of its SCCF-4 funding from painting to the upgrade The Roxy's sound and lighting systems, to install a digital projector and to carry out repairs to an internal hallway.

Bingara Riverfront Project

Soil Conservation Service staff are still on track to commence works during the month of March 2025.

Both TLC and the Roxy Complex continue to be well utilised and presented to a high standard. See attached February calendar as to use.

The Councillors' activity schedule from October 2024 to February 2025

October 2024 to February 2025		
Councillor	Event	Date
Cr T Galvin (Mayor)	Myall Creek Morning Tea	23/10/2024
	Council Meeting	17/10/2024
	Councillor Inductions	1/11/2024
	Council Meeting	7/11/2024
	Country Mayors Association AGM	15/11/2024
	LGNSW Annual Conference	17/11/2024
	WA Road Conference	29/11/2024
	Council Meeting	28/11/2024
	Bingara Central School (K-Yr 2)	11/12/2024
	Warialda PFAS Meeting media brief	11/12/2024
	Tamworth PAFS meeting	11/12/2024
	Warialda PFAS Meeting	12/12/2024
	Gravesend Public School Presentation	12/12/2024
	North Star Public School Presentation	12/12/2024
	Southern Road Tour	13/12/2024
	Warialda Birth Cert Presentation	16/12/2024
	Warialda PFAS meeting	16/12/2024
	Croppa Creek Public School Presentation	17/12/2024
	CEF AGM	17/12/2024
	Warialda High School Presentation	17/12/2024
	Warialda Public School Presentation	18/12/2024
	St Joseph's Primary School Presentation	18/12/2024
	Australia Day	26/01/2025

	Presentations	
	Webinar for Councillors – A Day in the Life of	04/02/2025
	GCS Value NSW webinar	06/02/2025
	Minister for Water visit – Sydney	10/02/2025
	BROC Meeting	14/02/2025
	Council Meeting	20/02/2025
	Training	25/02/2025
	Building Meeting	27/02/2025
	Disability Access Meeting	27/02/2025
	Interview	27/02/2025
Cr S Coleman (Deputy Mayor)	Councillor Inductions	1/11/2024
	Council Meeting	17/10/2024
	Council Meeting	7/11/2024
	Council Meeting	28/11/2024
	Southern Road Tour	13/12/2024
	Council Meeting	19/12/2024
	BROC Meeting	14/02/2025
	Council Meeting	20/02/2025
Cr S Crispin	Myall Creek Morning Tea	23/10/2024
	Council Meeting	17/10/2024
	Councillor Inductions	1/11/2024
	Council Meeting	7/11/2024
	Bingara Central School Presentation	13/11/2024
	LGNSW Annual Conference	17/11/2024
	Council Meeting	28/11/2024
	Council Meeting	19/12/2024
	Council Meeting	20/02/2025
Cr R Sherman	Councillor Inductions	1/11/2024
	Council meeting	17/10/2024
	Council Meeting	7/11/2024
	LGNSW Annual Conference	17/11/2024
	Council Meeting	28/11/2024
	Council Meeting	19/12/2024
	Council Meeting	20/02/2025
Cr M Collins	Myall Creek Morning Tea	23/10/2024
	Councillor Inductions	1/11/2024
	Council meeting	17/10/2024
	Council Meeting	7/11/2024
	LGNSW Annual Conference	17/11/2024
	Council Meeting	28/11/2024
	Council Meeting	19/12/2024
	Australia Day Ceremony	26/01/2025
	Carinda House Meeting	
	Emergency Management Meeting	
	Landcare Meeting	26/02/2025
	Council Meeting	20/02/2025

Cr J Bishton	Myall Creek Morning Tea	23/10/2024
	Councillor Inductions	1/11/2024
	Council Meeting	7/11/2024
	LGNSW Annual Conference	17/11/2024
	Council Meeting	28/11/2024
	Australia Day Ceremony	26/1/2025
	Council Meeting	20/2/2025
Cr A Willmot	Councillor Inductions	1/11/2024
	Council Meeting	17/10/2024
	Council Meeting	7/11/2024
	Council Meeting	28/11/2024
	Bingara Preschool Presentation	6/12/2024
	Council Meeting	19/12/2024
	Australia Day Ceremony	26/01/2025
Cr M Dixon	Council meeting	19/12/2024
	Myall Creek Morning Tea	23/10/2024
	Council Meeting	17/10/2024
	Councillor Inductions	1/11/2024
	Council Meeting	7/11/2024
	Bingara Showground Committee Group meeting	12/11/2024
	LGNSW Annual Conference	17/11/2024
	Council Meeting	28/11/2024
	Council Meeting	19/12/2024
	Australia Day Ceremony	26/01/2025
	Council Meeting	20/02/2025
Cr S Crump	Myall Creek Morning Tea	23/10/2024
	Council Meeting	17/10/2024
	Councillor Inductions	1/11/2024
	November Committee Meeting	7/11/2024
	LGNSW Annual Conference	17/11/2024
	Council Meeting	28/11/2024
	Council Meeting	19/12/2024
	Council Meeting	20/02/2025

OFFICER RECOMMENDATION

THAT the report be received.

ATTACHMENTS

1. Orange Festival [7.2.1 - 1 page]
2. February Calendar [7.2.2 - 1 page]

SHOWS IN THE GUY RAK SHIRE

2025

"Our Rock & Roll Journey"

John Wood & Dave Allen

Thursday 13 March 2025 at The Roxy Theatre, Bingara

10am | \$20pp includes morning tea

Gold Logie Winner John Wood has teamed up with musician Dave Allen to form this show. Three hours of Rock and Roll including a dialogue history from John throughout the show, with the inclusion of a huge live video backdrop behind their performance.



Taxiride ft TTSAR

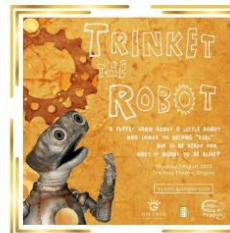
**Wednesday 28 May 2025
at The Roxy Theatre, Bingara**

Fundraiser for Community Comfort

Born in the leafy green suburbs of Melbourne, Australia; and with vocal harmonies reminiscent of 60s bands Crosby, Stills, Nash & Young and The Beatles, Taxiride blend retro sensibility with modern style.

Crafted over two years in Melbourne and Los Angeles, their debut album 'Imagine' debuted at Number 1 on the Australian Music Charts. It launched 4 singles including the memorable 'Get Set' and 'Everywhere You Go' (the most played Australian song on radio for 2000).

The second album 'Garage Mahal' contained their biggest hit 'Creepin' Up Slowly' which was the most played song on radio for 2002 and featured a further two hit singles. Taxiride achieved Top 30 status in the States and subsequently toured the US, Japan and Europe.



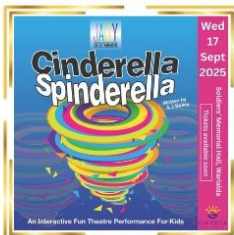
Trinket the Robot

**Thursday 7 August 2025
at The Roxy Theatre, Bingara**

Trinket the Robot is an enthralling tale about a little robot who longs to become "real" – but is he ready for what it means to be alive? An inventor, Dr Doovalacky, sets out to build a robot with the help of his assistant, a green caterpillar named Gizmo. But this robot will be no ordinary robot. Trinket will be able to have feelings like a "real human" and the audience needs to help him learn about the world. Trinket learns that to become human is not only to feel wonder and joy, but also to feel anger, fear and the sadness of having to say goodbye to someone when you don't want to.

Based on the tale of Pinocchio, Trinket the Robot is a lively, funny, interactive solo show by Little Wing Puppets that explores emotions and offers ways for children to understand different feelings.

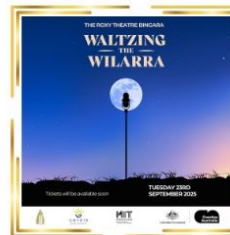
Running Time: 40 minutes | Suggested Age Range: 3-10 years
Warnings: Coloured disco lighting effects.



Cinderella, Spinderella

**Wednesday 17 September 2025
at the Warialda Soldiers Memorial Hall**

Cinderella is always doing the household chores while her bossy Stepmother, Edna Bucket, sits around playing on her phone all day. It's hard for Cinders to make any friends because she is cleaning, cooking, and spinning- all the time. She gets very dizzy! Murray the Moose has just delivered an invitation to the big party. Everyone will be there, even Prince Perfect, but Cinders is not allowed. And even if she could go, how would she stop spinning? Poor Cinders! Will she ever make any real friends? Will she ever meet Prince Perfect? Will she EVER stop spinning? Come along and find out!



Waltzing the Wilarra



























































**Tuesday 23 September 2025
at The Roxy Theatre, Bingara**

Charlie, Elsa and Fay take you on a musical journey back to 1940's post war Perth. Against a backdrop of curfews, and the fear of arrest for consorting, white and black manage to form their own club. For a night they can forget their worries and experience rare happy times singing, dancing, listening to music, and with a little luck... romance.

Forty years on, as the club faces demolition, our three characters meet once again to stage a musical reunion and protest in an attempt to save their old stomping ground. As the trio reflects upon loves lost and found, old arguments and alliances resurface.

Dark secrets and ghosts that have lingered for more than half a

2025 . FEBRUARY

MON	TUE	WED	THU	FRI	SAT	SUN
					1	2
3  MEETING  MEETING  REHEARSALS	4  MEETING  ROXY TOUR X2	5  MEETING  REHEARSALS	6  INFO SESSION	7  PRIVATE FUNCTION  PRIVATE FUNCTION  WORKSHOP	8  PRIVATE FUNCTION  PRIVATE FUNCTION  WORKSHOP	9  PRIVATE FUNCTION  PRIVATE FUNCTION  WORKSHOP
10  UNAVAILABLE  UNAVAILABLE  REHEARSALS	11  LAND COUNCIL	12  MEETING  REHEARSALS	13  MEETING	14  MEETING  MEETING  ROXY TOUR X3  BOOKED	15	16
17  MEETING  CHOIR PRACTICE  REHEARSALS	18  MEETING	19  MEETING X2  ROXY TOUR X4  REHEARSALS	20  COUNCIL MEETING  MEETING X2	21  DELUNGRA QUILTERS  DELUNGRA QUILTERS  AUDITIONS	22  DELUNGRA QUILTERS  DELUNGRA QUILTERS  AUDITIONS	23  DELUNGRA QUILTERS  DELUNGRA QUILTERS  FILM CLUB
24  DELUNGRA QUILTERS  DELUNGRA QUILTERS  CHOIR PRACTICE  REHEARSALS	25  UNAVAILABLE  UNAVAILABLE  UNAVAILABLE	26  MEETING  REHEARSALS	27  MEETING	28  MEETING X2  MEETING		

Legend - Roxy: Theatre - Kitchen - Conference Room



TLC: Classroom - Bunkhouse



7.3 Organisation and Community Services Report

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.3 Administrative and support functions

Author: Leeah Daley, OCD Director

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

The monthly Organisation and Community Services Report details the activities carried out by the Department during February 2025.

TABLED ITEMS Nil

BACKGROUND

The monthly Organisation and Community Services report forms part of a regular reporting regime. The purpose of the report is to inform Council of the activities carried out within the Department.

COMMENT

AGED CARE – NAROO FRAIL AGED HOSTEL

Naroo Frail Aged Hostel – February 2025

Staff Meeting – Building works are progressing, back on track after hold ups with contactors, but has pushed back on finish time. We have secured extra funding so furnishing and landscaping will be affordable.

Discussion around High care staffing changes when the work is complete. Possibility of increase in staff with extra beds. Discussion around a split shift possibly being offered 5am to 9am then 5pm – 8pm.

Trial will commence on the next roster. We will be welcoming new staff once the health checks are completed.

Education days have started to be scheduled and were well attended. Further days to be arranged focusing on practical Manual Handling.

Resident Meeting – Requirement for kitchen staff is still happening with 2 new staff waiting on medicals. Our DT is currently on leave so with Linda care staff are filling in the gaps until she returns. Our building works are moving along. The works are starting to move inside so apologies for the increased noise. The builders are being as considerate of our residents as possible.

Residents News & Outings

No outings this month however the resident's have been kept busy. Valentines' day craft was a hit with flowers, and glitter hearts being made.

Carpet bowls are always a big hit with residents keeping them active but inside out of the heat.

They enjoyed a and nibbles afternoon also, with lots of yummy food, good, music and some dancing



Having a dance

Commonwealth Home Support Program (CHSP) – Warialda/Delungra

Meetings

Next meeting with CHSP Manager May 2025.

Volunteers

CHSP has three new Meals on Wheels volunteers who are already on the roster. Clients enjoy seeing volunteers, this is also a suitable time to stay connected with clients and to check on their wellbeing.

Transport and Trips

Two trips to Inverell to do a spot of shopping this month which clients thoroughly enjoyed. Transport covers Armidale, Tamworth, Moree, Inverell this month. An ad will be placed in the Gwydir News for volunteer drivers as we are very short.

Social Support

Social support is given when attending Day Centers, during outings, Meals on Wheels deliveries, phone calls, client's inquiries, transport and home visits. Warialda clients enjoyed a trip to Tamworth shopping while Delungra clients enjoyed a trip to Paddock to Plate for morning tea and a tour around the farm.

Day Centres

Those attending Warialda Day Centre Mondays and Fridays, and Delungra Wednesdays, are grateful with the service they receive enjoying their time socialising with each other all while enjoying morning tea, a two-course meal as well as playing fifteen games of bingo. Delungra CHSP Building has had water leak and architrave fixed just waiting on carpet & vinyl to be laid.

Food Service

Every week our Meals on Wheels client numbers are going up and the service always receives positive feedback from clients. Meals are supplied five days a week and frozen meals if needed over the weekend are supplied by Naroo.

Warialda/Delungra CHSP February 2025 Report		
	Delungra	Warialda
Day Centre		
Total Active Clients	22	114
Clients Receiving Service	16	57
Total Meals	62	173
Hours Clients Receive in Centre	229	451
Social Support		
Number of Clients	16	57
Individual Hours	29	82
Group Hours	200	451
Total Hours Received	229	533
Food Service – Meals on Wheels		
Clients	0	14
Meals	0	215
Individual Hours (MOW)	0	56
Transport		
Number of Clients	6	18
Number of Trips	13	128
Access Bus to Inverell		
Number of Clients	1	7

Number of Trips	2	2
Volunteers		
Number of Volunteers – Feb 2025	1	29
Monthly Volunteer Hours	16	686
Outings/functions		
Number of clients	7 clients – Paddock to Plate café for morning tea	7 clients – Shopping trip to Tamworth

SOCIAL SERVICES

Bingara Neighbourhood Centre

Funding body – NSW Department of Communities and Justice

Bingara Neighbourhood Centre continues to assist community groups with grant applications and attend to the needs of the public through advocacy and referral to other services. There has been an increase in the number of residents requesting assistance with cost of living pressures.

Centrelink

It's encouraging to see an increasing number of customers creating MyGov accounts, streamlining their access to government services and reducing the need for phone calls or visits to Service Centres.

The Centrelink Business Online Services (CBOS) login for agency employees was updated on March 5 2025. All current staff details have been forwarded to the Portal. The updated login process now requires an ID, password, and a code sent to the registered email address each time data is recorded.

There is often confusion among customers regarding the differences between Services Australia and Service NSW. Services Australia is a federal government agency responsible for delivering social and health-related services, including Centrelink payments, Medicare, and the Child Support Agency.

servicesaustralia.gov.au

In contrast, Service NSW is a state government agency that provides a one-stop-shop for accessing various New South Wales government services, such as transport, fair trading, and births, deaths, and marriages. service.nsw.gov.au

Understanding these distinctions can help customers navigate services more effectively.

S355 Committees

The Bingara Community Op Shop

February has been a remarkable month for the Bingara Community Op-Shop with an influx of generous donations including clothing, bric-a-brac, and furniture. These

items are promptly sold upon arrival, contributing significantly to our community initiatives. Additionally, we've welcomed new volunteers to our sorting shed, greatly enhancing our operations.

To streamline our processes, the shop has acquired a clothes steamer for the shed, aiding in efficiently managing the ironing backlog. In our pantry, we've successfully reduced spending, a move that has been well received by our customers.

Reflecting our commitment to supporting local causes, the Bingara Community Op-Shop has donated \$6,000 this month:

- \$2,000 to the Bingara Minor League
- \$2,000 to the Show Society for the Wood Chopping Competition
- \$2,000 to the Westpac Helicopter

Looking ahead, we are excited to announce a week-long \$1 sale in the coming weeks. This event aims to clear some of our summer stock to make room for winter items, ensuring our offerings meet the evolving needs of our community.

Youth Service

Funding body – NSW Department of Communities and Justice

Youth Week

Preparations are underway for Youth Week, scheduled from April 9 to April 17, 2025. This year's theme, "I am_____. We are the future, and the future is now!", encourages young people to celebrate their unique strengths and recognize their power as current and future leaders.

In the coming weeks, staff will begin planning events and activities to engage our youth. We hope to involve many of our young community members in bringing these plans to fruition.

For more information and updates, follow @youthweeknsw on social media.



Supported Playgroup Development Worker

Funding body – NSW Department of Communities and Justice

Warialda Toy Library	January 2025	February 2025
Total daily attendance count for children (calculating each child, each day over the month – total points of contact)	88	78
New full borrowing members	0	0
New and renew non borrowing members	0	0
New and renew casual borrowing members	0	0
Commemorative Birth Certificate applications received	0	0
Toys returned	3	0
Toys borrowed	3	6
Groups using the service (FDC Carer, Pharmacy)	1	0
Monday group morning sessions x 2	36	6
Tuesday group morning sessions x 2	16	2
Thursday group morning sessions x 4	24	12
Wednesday group morning sessions x 4	12	41
Friday group morning sessions x 4	0	17

In February, the Warialda Toy Library hosted engaging play sessions. Although attendance was modest, those who participated enjoyed enriching activities. Families often brought older children, who took the initiative to guide younger ones in games, enhancing imaginative play. Many families have been preparing their children for school and preschool, while the Toy Library has been transitioning to a Day Care service. This shift includes staff changes and the arrival of new furniture to support the expanded services. We look forward to collaborating to offer a diverse range of programs for all ages at the Warialda Toy Library.

Bingara Toy Library

Funding body- NSW Department of Communities and Justice and NSW Department of Education - Early Childhood Education and Care Directorate

Bingara Toy Library	January 2025	February 2025
Total daily attendance counts for children, (calculating each child, each day over the month –total points of contact)	31	49
Full borrowing memberships (new and/or renew)	0	0
Non borrowing memberships (new and/or renew)	0	1

Bingara Toy Library	January 2025	February 2025
Casual borrowing memberships (new and/or renew)	0	0
Commemorative Birth Certificates – Voucher memberships	2	1
Toys returned	1	2
Toys borrowed	0	6
Children and Groups using the service (FDC carer, pharmacy)	0	8
Monday group morning session x 4	12	29
Tuesday group morning session x 4	38	11
Wednesday group morning session x 4	0	47
KSK Program 4 sessions	0	45

February marked a significant transformation for the Bingara Toy Library as we adapted our spaces to better serve our community.

Facility Upgrades

Tharawonga Daycare Room The main room now features new vinyl flooring complemented by carpet tiles along three walls, creating a vibrant environment for our daycare services.

Baby Cot Sleeping Room The former small office, previously used for tutoring and health nurse visits, has been converted into a dedicated sleeping area equipped with baby cots.

Playgroup and Kool Skool Kids Program Room The spacious front room, formerly hosting after-school programs, now accommodates both Playgroup sessions and the Kool Skool Kids Program, fostering a dynamic space for various activities.

Operational Changes

Families were informed via email and text about our updated operating hours:

Playgroup Monday to Wednesday

Kool Skool Kids Program Monday and Tuesday afternoons

Program Activities

Kool Skool Kids Program Children explored their new environment, engaging in activities such as Lego building, chalk drawing and coloring. Families received transportation policies and permission slips to enhance program participation. Currently, ten children are enrolled for Mondays, and eight for Tuesdays, with one family planning to join next term.

Playgroup Families are gradually adjusting to the new setup, with attendance varying as they become accustomed to the Monday sessions. The structured morning routine now includes activities like floor play, puzzles, Duplo, sensory play, musical instruments, listening games, nursery rhymes, arts and crafts, and shared morning tea.

Facility Enhancements

Staff have continued to reorganise and furnish rooms to align with our evolving services, ensuring a welcoming and functional environment for all users.

The introduction of Day Care services has been met with enthusiasm, with families expressing gratitude for the expanded childcare options in Bingara. **Bingara Preschool**

Funding Body – NSW Department of Education - Early Childhood Education and Care Directorate

Days	February 2025
Monday	18
Tuesday	18
Wednesday	22
Thursday	21

Learning about emotions At Bingara Preschool, the children have settled into the new year with enthusiasm, engaging in various activities designed to enhance their emotional intelligence and social skills. Understanding and expressing emotions are fundamental aspects of early childhood development, contributing to children's overall well-being and interpersonal relationships.

Activities Promoting Emotional Awareness

Storytelling Listening to narratives centered around emotions helps children identify and articulate their feelings, fostering empathy and emotional understanding.

Art Expression Drawing their emotions allows children to externalize and reflect on their feelings, supporting emotional regulation and self-awareness.

Sign Language Learning key word signs for basic emotions enhances communication skills, especially for non-verbal expression, and deepens emotional comprehension.

Group Discussions Talking about what makes them feel happy encourages self-expression and active listening, strengthening social bonds and empathy among peers.

Celebrating World Kindness Day

The celebration of World Kindness Day provided an opportunity for children to practice empathy and compassion. Each child shared acts of kindness, reinforcing positive social behaviors and the importance of caring for others. This initiative aligns

with global educational trends emphasizing empathy and social-emotional learning. For instance, France has introduced empathy lessons in primary schools to combat bullying and promote well-being.

Engaging in these activities supports the development of social and emotional skills, which are linked to improved academic performance, better mental health, and positive social interactions. Research indicates that early social-emotional learning fosters empathy, reduces aggression, and enhances academic achievement.

Bingara Preschool remains committed to providing a nurturing environment where children can explore, understand, and express their emotions, laying the foundation for a lifetime of emotional intelligence and kindness.

Xplor Bingara Preschool is now actively using an online enrolment platform. This platform covers attendances, absences, enrolments and bookings. Last year the service was successful in gaining a Technology Grant, which purchased the new iPad and the online subscription for the program. The team of Educators have successfully completed the onboarding modules and training for the new program.

Bingara Preschool changes in 2025 Bingara Preschool is excited to announce several positive developments for 2025, enhancing the quality of care and education provided to our community.

New Team Members and Opportunities

School-Based Traineeships We have welcomed two new School-Based Trainees who are gaining valuable experience in early childhood education. Additionally, we are currently interviewing candidates for a full-time Trainee Educator position, aiming to further enrich our team.

High School Work Experience In our commitment to fostering the next generation of educators, we have organised placements for two high school students, each dedicating one day per week to do work experience at our preschool. These students are building respectful relationships with the children and contributing positively to our learning environment.

Professional Development Our team values continuous training and empowerment, ensuring that both staff and students gain experience, knowledge, and qualifications within the Early Childhood Education and Care sector.

Operational Changes

Expanded Operating Hours Starting in early March 2025, Bingara Preschool will be operating five days a week, Monday to Friday. This change aims to provide greater flexibility and accessibility for families in the Bingara community.

These initiatives reflect our dedication to delivering high-quality education and care, fostering a nurturing environment for both children and staff. We look forward to another year of growth and learning at Bingara Preschool.

NQS 4.2.1: Professional Collaboration: Management, educators and staff work with mutual respect and collaboratively, challenge and learn from each other, recognising each other's strengths and skills.

Educational Leader Report The Bingara Preschool team recently participated in a

professional development session led by an Early Intervention Teacher, who serves as the local area Capacity Building Facilitator. This training focused on enhancing educators' understanding of communication and regulation techniques with children, emphasizing breathing exercises, the establishment of calm spaces, and the interpretation of non-verbal cues.

Benefits of Breathing Techniques and Calm Spaces

Emotional Regulation Breathing exercises assist children in managing emotions, reducing stress, and promoting relaxation.

Enhanced Focus Mindful breathing has been linked to improved concentration and cognitive functioning in children.

Development of Emotional Intelligence Calm-down corners provide children with a designated space to process emotions, fostering empathy and self-awareness.

By integrating these practices, Bingara Preschool aims to create a nurturing environment that supports children's emotional and cognitive development.

EYLF Principle: 'Equity, inclusion and high expectations'.

Tharawonga Mobile Resource Unit

Funding body – Australian Government Department of Education

Days and Venues	February 2025
Monday at Croppa Creek	10 (1 extra casual places)
Tuesday at North Star	14 (1 extra casual places)
Wednesday at Yallaro	16 (0 extra casual places)
Thursday at Yetman	16 (0 extra casual places)
Friday at Warialda	13 (0 extra casual places)

This year, our services have experienced an increase in participation, with attendance numbers stabilising across various venues as children transition to formal schooling.

Celebrations and Educational Initiatives

Portfolio Development Educators have been focusing on creating "All About Me" sheets and personalised title pages for children's portfolios, documenting their learning progress.

Personalised Placemats Children are crafting individual placemats for mealtime routines, promoting name recognition and a sense of ownership. Personalised placemats not only enhance mealtime experiences but also encourage positive behavior and provide a platform for children to express their creativity.

Engaging Activities for Children's Development

In the first week of the term, our services introduced several activities aimed at enhancing children's learning and fostering a sense of belonging within their environment.

"My First Day" Story with Lift-the-Flap Book Children participated in a group reading of "My First Day," a lift-the-flap book that encourages active engagement. This activity promotes listening skills, comprehension, and excitement about school.

Music and Movement with "Simon Says" To develop listening and instruction-following abilities, children joined in "Simon Says" sessions. This activity enhances cognitive development and physical coordination.

Name Songs for Identity and Belonging Educators led name songs to help children learn their names and those of their peers. This practice fosters a sense of identity and belonging within the group.

These activities are designed to support children's development, promote social skills, and create a nurturing environment where each child feels valued and connected.

Croppa Creek – This service has experienced a surge in enrollment inquiries during the recent holiday closure and upon reopening for the new year. While we can accommodate four new enrollments, staffing limitations have necessitated the creation of a waiting list for additional families seeking care.

Learning Through Play Initiatives

Home Corner Play The home corner area was thoughtfully arranged with ironing boards, irons, and small hand towels to enhance children's hand-eye coordination and fine motor skills. This form of pretend play encourages creativity and problem-solving, contributing to cognitive development.

Duplo Construction Activities Children engaged thoroughly with the Duplo building machinery set, constructing trucks with trailers longer than themselves. This activity not only sparked imagination but also introduced mathematical concepts as children compared sizes, fostering early math skills and social development through collaborative play.

Gross Motor Skill Development Outdoor activities such as obstacle courses, balancing bike exercises, and bean bag throwing games were implemented to promote gross motor coordination. These activities enhance physical development and provide opportunities for social interaction and skill-building.

These initiatives underscore our commitment to providing a nurturing environment that supports the holistic development of each child, blending educational content with engaging, play-based experiences.

North Star – Our venue has welcomed a new enrolment, with a family introducing their youngest child, who joins siblings already enrolled in our service. Additionally, an orientation has been completed for a family who inquired about our services last year, reflecting our ongoing commitment to accommodating community needs.

Educational Activities and Skill Development

Mathematical Learning Through Practical Activities Children participated in measuring the sandpit area, an activity that introduced basic mathematical concepts such as measurement and estimation. This hands-on experience was complemented

by a cooking activity where children learned about fractions, specifically the concepts of full and half, enhancing their understanding of mathematical principles in everyday contexts.

School Readiness Programs During rest periods for younger children, educators engaged older children in school readiness activities, focusing on name tracing exercises. By providing dotted outlines of each child's name, educators facilitated the development of early writing skills and letter recognition. Additionally, memory games were introduced to enhance cognitive abilities, attention span, and memory retention, all of which are foundational for academic success.

Fine Motor Skill Enhancement The integration of band boards into our curriculum has proven beneficial in refining children's fine motor skills. These boards allow children to manipulate bands to create various patterns and shapes, fostering creativity, hand-eye coordination, and spatial awareness. Such activities are aligned with educational theories that emphasize the role of manipulatives in learning, as they stimulate multiple senses and support the development of concepts like number, size, shape, and cause and effect.

Color Recognition through Puzzles To promote understanding of primary colors, the puzzles table was curated with selections emphasizing these hues. Engaging with puzzles not only aids in color recognition but also enhances cognitive abilities such as mental rotation and visuospatial skills. Studies have shown that solving jigsaw puzzles during early childhood contributes to the development of these cognitive functions.

These initiatives underscore our dedication to providing a nurturing and educational environment that supports the developmental needs of all children, preparing them for future academic and life challenges.

Yallaroi – Our venue has experienced positive developments, including a family enrolling their youngest child, joining siblings already part of our community. Additionally, another family has increased their child's days of care, reflecting our growing trust within the community.

Promoting Social Skills Through Outdoor Play To enhance social development, we introduced a roller coaster in the outdoor area, designed to encourage turn-taking among children. This activity not only provides physical exercise but also fosters patience and cooperation, essential components of social competence.

Introducing Sustainability Concepts This term, our program embraced sustainability through engaging stories and gardening activities. During group time, we introduced recycling by presenting new bins yellow, green, and red and then reading "Recycling Earth's Resources," illustrating how recycling reduces waste. Discussions during morning tea focused on recycling, composting, and individual contributions, starting with food packaging in lunchboxes. Gardening activities further connected children to nature, aligning with efforts to instill environmental appreciation.

Enhancing Role Play and Hygiene Awareness We connected the water play area to the role play section, encouraging children to use a tuff tray with water to clean and clothe baby dolls. This activity supports role play development, enhancing empathy and understanding of caregiving roles. Role play also fosters perspective-taking and social understanding, as children navigate various scenarios and viewpoints.

These initiatives underscore our commitment to providing a nurturing environment that supports social, cognitive, and environmental learning, preparing children for a responsible and connected future.

Yetman – Our venue is delighted to welcome a new family, marking their first experience with an education and care setting. We are committed to providing a nurturing environment to support their transition and growth.

Enhancing Social and Cognitive Development Through Play

Role Play with Baby Dolls Engaging children in role play using baby dolls, prams, and clothing fosters self-help skills and social interaction. This form of sociodramatic play allows children to explore and understand adult roles, enhancing their imagination and perspective-taking abilities. Such play is linked to the development of theory of mind, executive functions, and social understanding.

Nature Exploration with Tuff Tray Activities One of our educators introduced a tuff tray filled with natural dry bush fauna, resin bugs, and creepy crawlies, encouraging children to explore and draw their findings. This activity connects children with nature, enhances observational skills, and promotes creativity. Nature-based play has been shown to improve attention, reduce stress, and foster environmental awareness.

Child-Led Craft Activities Responding to a child's interest, educators facilitated a specific craft activity, allowing children to express themselves and engage in imaginative play. Following children's interests in this manner supports language development, creativity, and a sense of agency. Such practices are associated with increased motivation and positive learning experiences.

Group Discussions on Vegetable Gardening During group time, a story about growing vegetable gardens was shared, prompting discussions about favorite vegetables and experiences with gardening. This activity introduces concepts of sustainability, healthy eating, and environmental stewardship. Engaging children in these discussions fosters curiosity and a deeper understanding of the world around them.

These initiatives underscore our commitment to providing a rich, play-based learning environment that supports the holistic development of each child, preparing them for a future of curiosity, empathy, and environmental consciousness.

Warialda – Our venue is pleased to welcome two new families who have recently completed their orientations and begun utilising our services. We are committed to providing a supportive and enriching environment to meet their unique needs.

Fostering Social Development Through Dramatic Play A variety of dramatic play activities have been introduced, including roles such as doctors in the home corner, farm shed scenarios with animals and tractors in the construction block area, hairdressing at the tables and baby care routines outdoors. These activities encourage cooperative play, allowing children to work together, share ideas, and negotiate roles, thereby enhancing their social skills and understanding of different perspectives. Engaging in sociodramatic play has been linked to the development of self-regulation, perspective-taking, and complex language use.

Enhancing Fine Motor Skills Through Constructive Play Children have shown keen interest in the Duplo building machinery set, constructing trucks and tractors

and engaging in imaginative play with these creations. This activity not only refines fine motor skills through the manipulation of small blocks but also fosters creativity and problem-solving abilities. Developing fine motor skills is crucial for tasks such as writing and self-care and is associated with academic achievement in later stages.

Developing Hand-Eye Coordination with Playdough Activities Incorporating scissors into playdough sessions provides children with opportunities to enhance hand-eye coordination and fine motor control. This activity supports the development of small muscles in the hands and fingers, which are essential for writing and other daily tasks. Engaging in such activities contributes to kindergarten readiness by building the necessary motor skills for academic tasks.

These initiatives underscore our dedication to providing a nurturing environment that supports the developmental needs of all children, preparing them for future academic and social endeavors.

Tharawonga is excited to announce the commencement of Day Care services in Bingara and Warialda, with operations set to begin on March 3, 2025. Preparations are progressing smoothly, and we look forward to welcoming families to our newly approved facilities at the Bingara and Warialda Toy Libraries.

Service Details

Bingara Toy Library Located in the heart of Bingara, the Toy Library serves as a central hub for our Day Care services, providing a nurturing environment for children to learn and grow.

Warialda Toy Library Situated in Warialda, this facility offers a range of educational resources and activities designed to foster development and creativity among children.

Operating Hours

Warialda: Monday and Tuesday 8:00 AM to 4:00 PM

Bingara: Thursday and Friday 8:00 AM to 4:00 PM

Tharawonga's Mobile Resource Unit, managed by qualified Early Childhood educators, will oversee the Day Care services. The programs are tailored to

children's interests and developmental stages, emphasizing learning through play and community values.

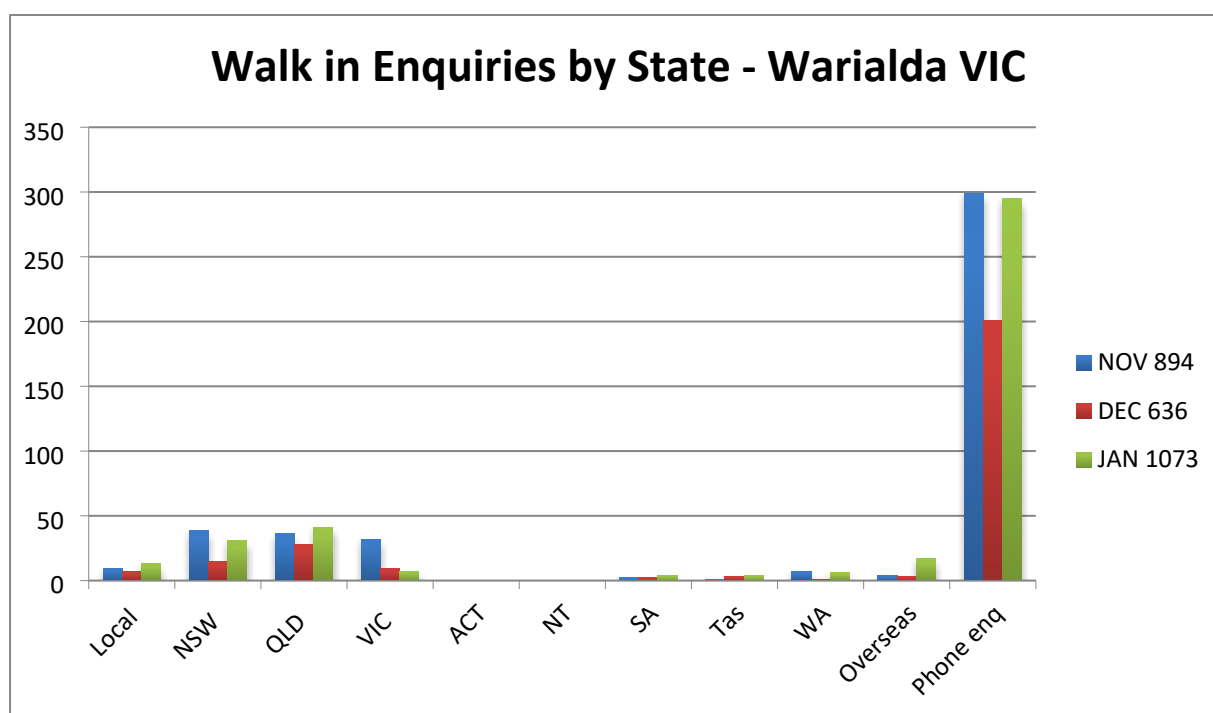
Tourism

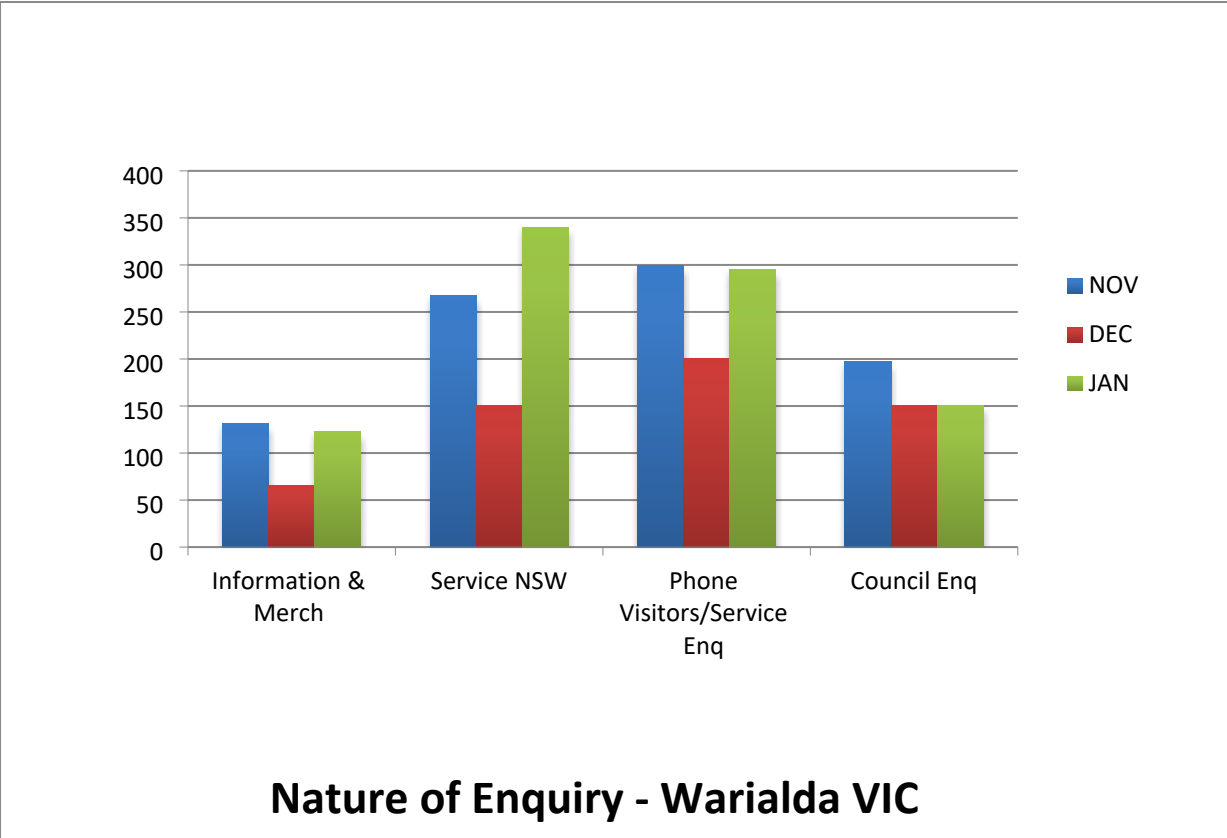
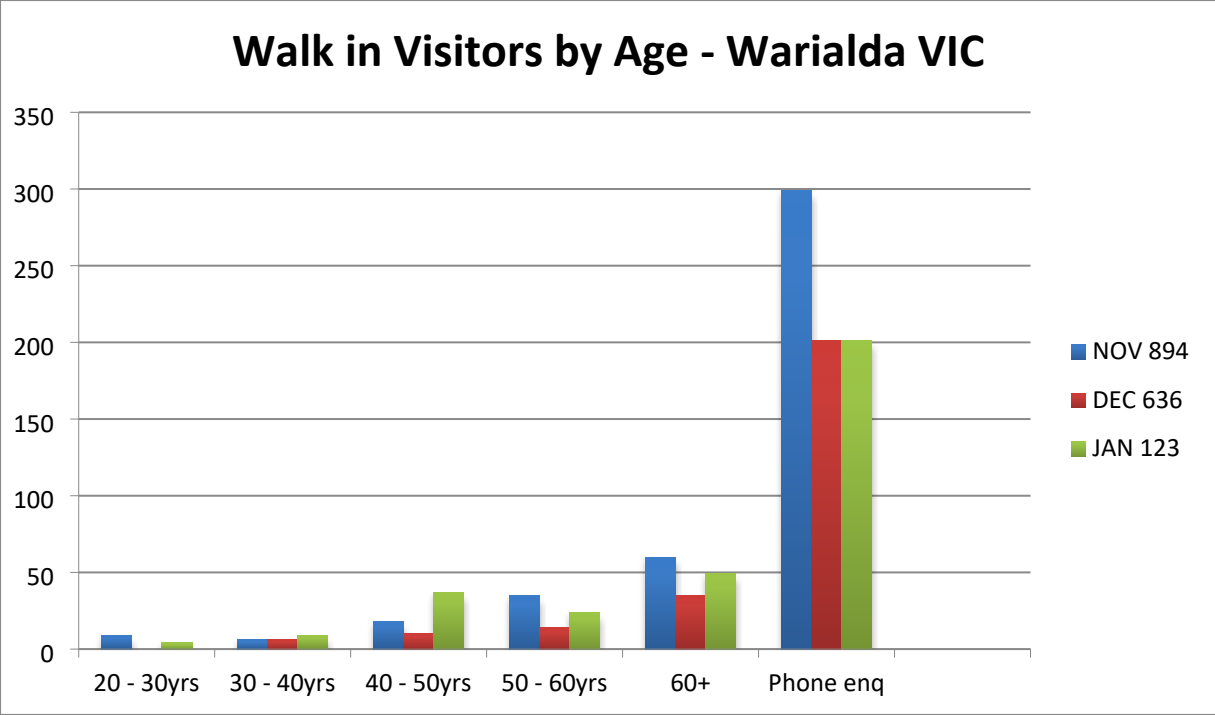
Warialda Visitor Information Centre

November 2024		December 2024		January 2025	
Opening Hours	126	Opening Hours	116	Opening Hours	154
Volunteering Hours	9	Volunteering Hours	8	Volunteering Hours	7

Income	NOV 24	Dec 24	Jan 25
Merchandise Sales	\$900.40	\$952.32	\$740.18
Total Monthly Income	\$900.40	\$952.32	\$740.18

Visitors at Warialda VIC	NOV 24	DEC 24	Jan 25
Visitors	131	66	123
RMS	267	218	340
Café	197	151	315
Phone Visitor / Service NSW enquiries	299	201	295
Total	984	636	1073





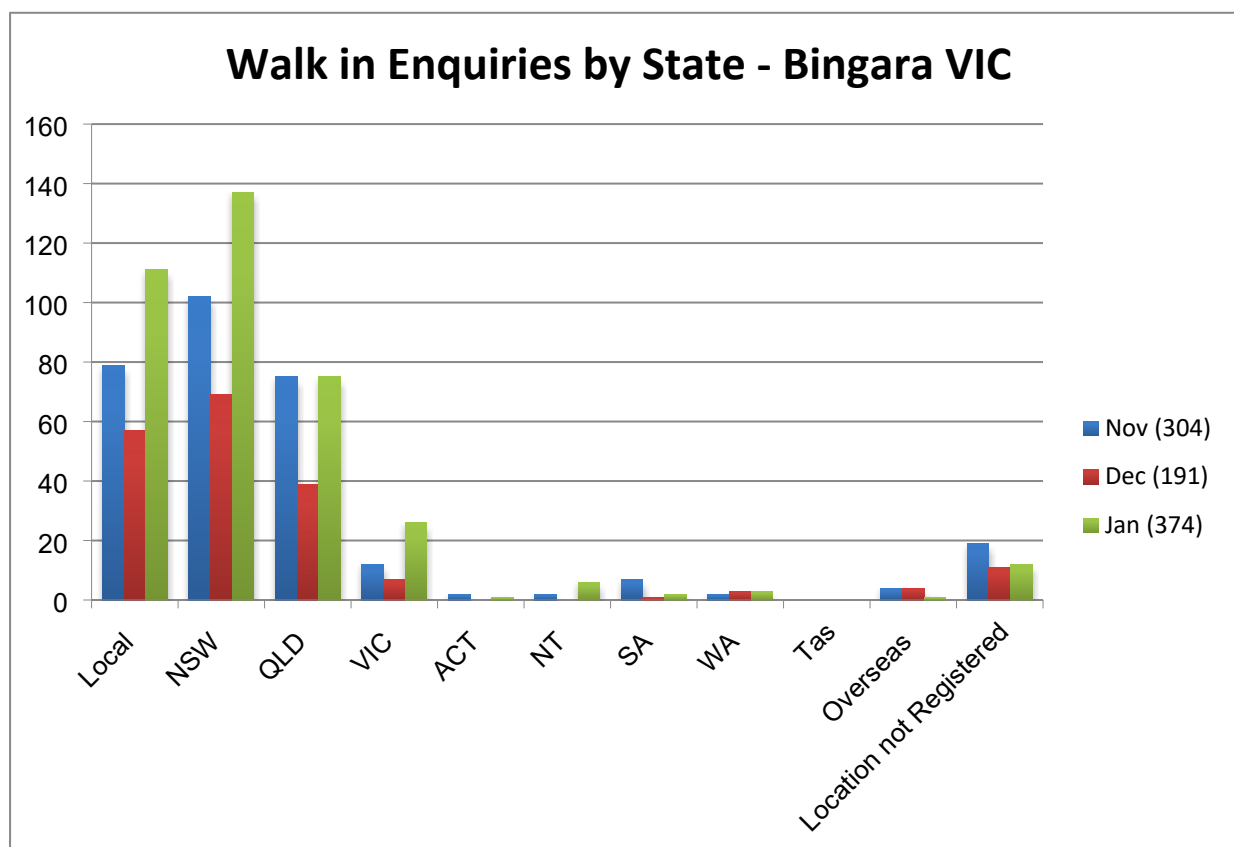
Bingara Visitor Information Centre

November 2024		December 2024		January 2025	
Opening Hours	163.5	Opening Hours	107.5	Opening Hours	136.5
Volunteering Hours	33.5	Volunteering Hours	24	Volunteering Hours	26.5

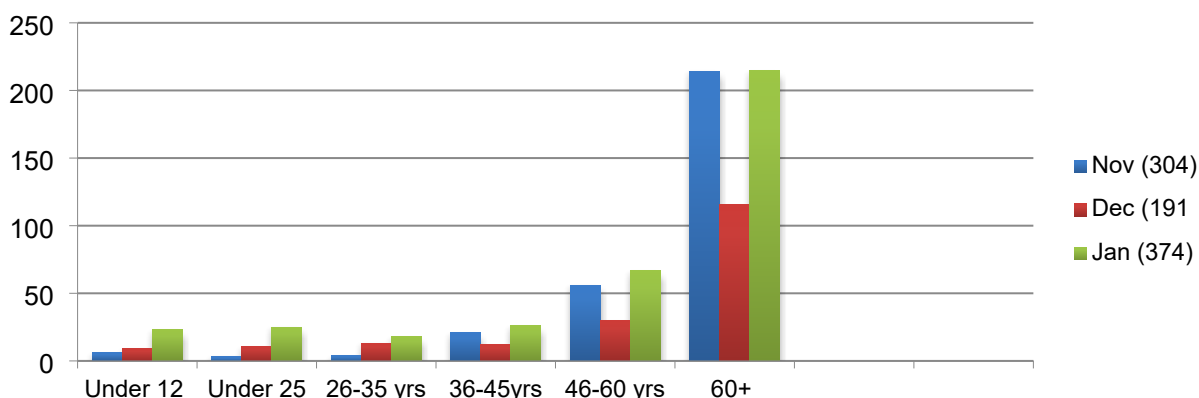
Income	Nov	Dec	Jan
Products on Consignment	\$0.00	\$0.00	\$0.00
Merchandise Sales	\$350.00	\$445.00	\$610.50
Subtotal	\$350.00	\$445.00	\$610.50
Less payments to consignees	\$0.00	\$0.00	\$0.00
Total Merchandise Sales	\$350.00	\$445.00	\$610.50
VIC Commission received on Event bookings undertaken on behalf of Community Groups – Subtotal	\$0.00	\$0.00	\$0.00
Total Monthly Income Bingara VIC	\$350.00	\$445.00	\$610.50
Roxy Tour Income	\$90.00	\$70.00	\$190.00
Visitors at Bingara VIC	301	191	392

TOURISM			
Tourism Visitation number	392		Up on previous months – due in part to Travellers to Tamworth Country Music festival – some School Holiday families – southerners heading home getting to hot up north
Merchandise Sales income	\$	610.50	Up on previous months – due in part to Travellers to Tamworth Country Music festival – some School Holiday families – southerners heading home getting to hot up north
Roxy Tour income	\$	190.00	This could be similar to the above conditions as well.
CAMPING DONATIONS			
Camping Donations - collected by Council rangers and from individuals - Receipted by the VIC:-	\$	842.00	Up on previous months – due in part to Travellers to Tamworth Country Music festival – some School Holiday families – southerners heading home getting to hot up north.
THE LIVING CLASSROOM - ONLY			
The Living Classroom Hire Receipted at VIC	\$	300.00	Hire fess 70th Birthday – Jane Bilsborough
The Living Classroom Hire Invoice requests to Finance	\$	9,000.00	TLC and Bunkhouse - Quantum Leap Subtle Energy – Garry McDouall
COMMUNITY GROUP EVENTS			
Community Groups - ticketing/booking site setup and web design			NWTC - ticketing/booking site setup for One Act Plays x 2 – Funny Business at the Roxy for April 2025
Community Groups - ticketing sales and assistance via ON-Line at Trybooking	\$	340.00	NWTC – Ticket sales for Find Your Voice Workshops

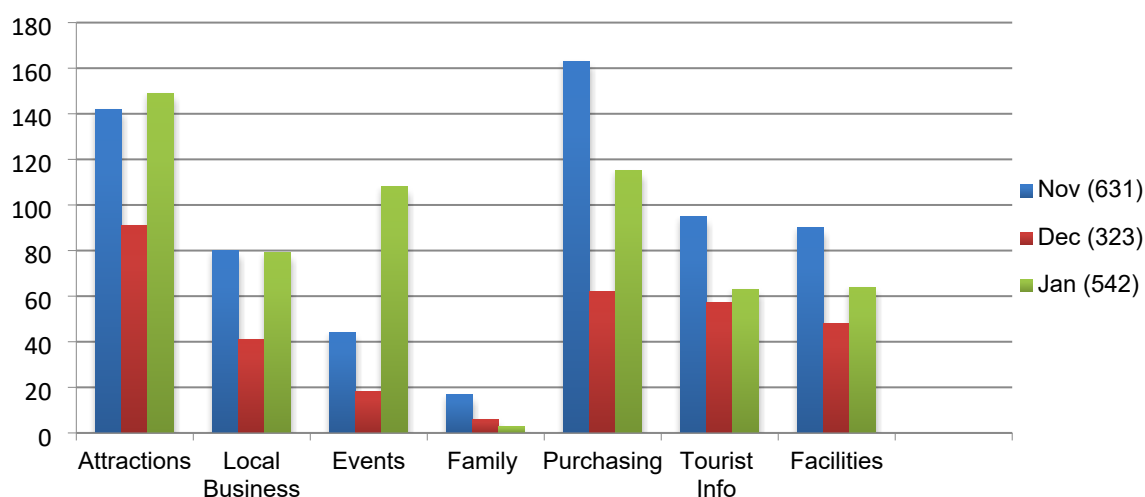
Community Groups - ticketing sales and assistance via the VIC:-	\$	100.00	NWTC – Ticket sales for Find Your Voice Workshops
Community Groups - ticketing sales and assistance via the VIC:-	\$	600.00	Gwydir Shire Council –Showground Camping site bookings sales Bingara RSL Club - Country Music Festival
Community Groups - ticketing sales and assistance via ON-Line at Trybooking	\$	500.00	Gwydir Shire Council –Showground Camping site bookings sales Bingara RSL Club - Country Music Festival
COMMUNITY GROUP MERCHANDISE			
Community Groups - Merchandise sales:- Bingara Special events committee	\$	30.00	Over the Counter Sale \$10.00 plus Bingara Special Events Committee – Invoiced Imperial Hotel Stubby Holders (\$1000.00)



Walk in Visitation by Age - Bingara VIC



Nature of Enquiry - Bingara VIC



CUSTOMER SERVICE REQUESTS (CRMs)

CRMs carried forward from:

Department	Outstanding as at 26 January 2025	Completed since 26 January 2025	Outstanding as at 25 February 2025
Technical Services	26	14	12
Environment and Sustainability	39	15	24
Town Utilities	0	0	0
Building Services	11	7	4
Urban Infrastructure	18	14	4
Total Outstanding	94	50	44

CRMs from 26 January 2025 to 25 February 2025:

Department	Received 26 Jan to 25 Feb 2025	Completed 26 Jan to 25 Feb 2025	Outstanding as at 25 Feb 2025
Technical Services	24	9	15
Environment and Sustainability	45	15	30
Town Utilities	19	19	0
Urban Infrastructure	46	29	17
Building Services	6	0	6
Executive & Community Assets	4	4	0
Organisation and Community Services	0	0	0
Total Outstanding	144	76	68

CRMs received since 26 January 2025 and still outstanding as at 25 February 2025:

Department	Open
Technical Services	27
Environment and Sustainability	54
Town Utilities	0
Urban Infrastructure	21
Building Services	10
Executive	0
Organisation and Community Services	0
Total	112

CONSULTATION

Consultation has occurred within the Organisation and Community Development Directorate.

POLICY IMPLICATIONS

Policy implications are those relating to the 2024/2025 Operational Plan and the Policies of Gwydir Shire Council.

FINANCIAL IMPLICATIONS

The activities carried out by the Organisation and Community Services Department are in line with the 2024/2025 Operational Plan.

STRATEGIC IMPLICATIONS

The activities undertaken by the Organisation and Community Services Department regarding social and environmental factors are targeted in line with the 2024/2025 Operational Plan.

OFFICER RECOMMENDATION

THAT the report be received.

ATTACHMENTS

Nil

7.4 Technical Services Report

File Reference: NA
Goal: 5. Organisational management
Outcome: 2.1 Our economy is growing and supported
Strategy: 2.1.1 Plan for and develop the right assets and infrastructure
Author: Alexander Eddy, Director of Engineering Services

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

This report is for reception

TABLED ITEMS Nil

BACKGROUND

The Monthly Technical Services report has been identified by Council as the process of reporting the activities carried out monthly by the Technical Services Department. This report is for the month of February 2025.

COMMENT

Works have been ongoing at the Warialda CBD Park with the backfill of the site to natural level now complete, the timber fence between the park and the Post office has been erected.

Negotiations are still ongoing with Telstra, The Department of Communities and Justice for the acquisition of land for the footpath to join the CBD park with Stephen Steet.

The oven from the bakery has been dismantled with bricks placed on pallets for safekeeping and reutilising in the park.

The old hairdresser's shop is set to be demolished with a quote accepted from contractors Shay Brennan.



Warialda CBD Park

Crews continue carrying out works for Moree Plains Shire Council on the final two km's of the IB Bore Road. Moree Plains secured funding under the NSW Governments Fixing Local Roads Program, Council is carrying out these works on behalf of Moree Plains as private works. Once completed there will be a complete sealed link from the Newell Highway to North Star. The project is within budget and on time.



IB Bore Road

Croppa Creek Road Rehabilitation

This project is jointly funded by the State Government's Restart NSW Fund (\$7.057 million) with Council contributing \$200,000 and DRFA flood damage funding of \$500,000. The Restart NSW Fund was established in 2011 to enable the funding and delivery of high priority infrastructure projects that improve economic growth and productivity.

Work has been completed on the 5 new causeways on Croppa Creek Rd by Finn Valley Civil Pty Ltd from Heatherbrae NSW.

The immediate approaches to the causeways has been constructed.

Contractors are commencing preliminary heavy patching in early March which will see a fast tracked program of 18km of stabilising existing gravels in an intensive, three week program.

Maintenance

General maintenance continues on Regional and State roads, including vegetation control, slashing, whipper snipping and spraying of guideposts and guard rails and sign maintenance.

Seal maintenance is ongoing on all State, Regional and Local Roads as potholes continue to develop.

All parks and gardens continue to be maintained. Mowing, weed control, irrigation, hedging, and trimming are routinely undertaken as well as daily cleaning of the public toilets. Staff continue to maintain our sporting fields and facilities for use of various sporting groups and schools the best they can considering the water restrictions currently implemented. These areas of turf are currently being watered by automatic sprinklers at night based on there being only 100 KL per day production available to be used by P&G from the two remaining bores.

Management Plans are currently being developed for Gwydir Oval, Warialda Recreation Ground and Nicholson Oval with completion and implementation by March 2025.

A major upgrade of the Nicholson Oval watering system was completed by P&G and Water/Sewer crews in late February. This involved the installation of a new 100 mm supply main and an automated sprinkler system that will allow the oval to be watered at night to improve water efficiency and turf quality.

Maintenance Grading and Resheeting

During February maintenance grading or resheeting was carried out on the following roads

- River Road
- Mt Rodd Road
- Adam Scrub Road
- Toolimbah Road
- Yallaroi Road
- Caroda Road
- Bangheet Road
- Reserve Creek Road
- Forest Creek Road
- Fairford Road
- Gravesend Road
- Kurrajong Hills Road
- Allandale Road
- Munsies Road
- Mitiamo Road

Slashing

During February slashing was carried out on the following roads

- North Star Road
- Baroma Road
- Gournama Road
- Oregon Road
- Killarney Gap Road
- Cobbadah Road
- Allan Cunningham Road
- Horton Road
- Terry Hie Hie Road
- Back Creek Road

- Airstrip Road
- Cranky Rock Road
- Delungra Road

Asset Protection Zone Maintenance

Regular slashing work is being undertaken on APZs in Bingara, Coolatai and Warialda with the last round of work programmed for April 2025.

Roads Maintenance Council Contract – Works Orders issued by TfNSW

All Work Orders issued by Transport for New South Wales (TfNSW) are quality assurance schedule of rates projects carried out by Council staff under the Roads Maintenance Council Contract with TfNSW.

Heavy patching works on HW12 Gwydir continue this month, with only two patches remaining for completion early in March. The bitumen resurfacing program, scheduled for completion in February, has been delayed due to additional documentation approvals from TfNSW. This program on both MR63 Fossickers Way and HW12 Gwydir Highway will now start the first week in March with completion forecast for mid-March. Wendouree pavement works continue south of Bingara on MR63 Fossickers Way this month, with crews completing major earthworks and four (4) Upper Select Material Lots now excavated, refilled, recompact and tested. The pavement crew continues with importing DGS20 roadbase material, ready for mixing, recompact and testing early in March. Once tested, the crew will then start importing DGB20 roadbase material for the base-layer. Pavement works are scheduled for completion by the end of March.

Routine maintenance continues each week undertaking inspections, rest area services, vegetation control, guardrail repairs and bitumen repairs.

Water and Sewer

Water and Sewerage operators carry out routine operational tasks such as water testing, grounds maintenance at the water treatment plants, reservoirs, both sewerage treatment plants, sewer pump stations, Warialda truck wash and truck wash ponds.

Reactive maintenance includes service line repairs, water main breaks and sewer blockages. All tasks are recorded and entered into a central database. The database is used to identify common failures areas for planning of repairs. The database is used for asset condition rating and is used to collate annual performance reports for the State Government.

February 2025 Water and Sewer Works Summary

Classification	Total
Meter Replacement	18
New Service Line	3
Service Line Repairs	49

Sewer Block	8
New Sewer Connection	3
New Water Connection	2
Main Break	3
Equipment Repairs	7
Stop Valve Repairs	1
Customer Request Response	5
Other Work	47
Total	146

Other work was undertaken at Warialda Truckwash, Depot and Swimming Pool, Cranky Rock, Captain Cook Park and Hospital Park, Naroo, Bingara Sewerage and Water treatment plants, The Living Classroom, The Roxy, Bingara swimming pool and Bingara cemetery.



Bandalong Street Water Main



Broken Water Main – Maitland Street, Bingara



New Meter and Main – Warialda Greenspace

Warialda Truck Wash

The truck wash facility was used by 170 trucks during January with an average wash down time of 57 minutes and total water used was 768kL. The estimated income for the reporting period of January is \$12,864.72 less monitoring fees and expenses.

Grants Projects

Name	Funding Program	Status	Funding Acquittal
Long Run Skate Park	NSW Open Spaces	Complete	Complete
Batterham Lookout	Local Roads and Community Infrastructure Phase 1	In Progress	Final claim to be submitted
Upper Horton Amenities Building	Local Roads and Community Infrastructure Phase 3	Complete	Final claim to be submitted
Bingara Showground Camp draft arena Upgrade	Stronger Country Communities Rd 5	Complete	Final claim to be submitted
CWA Park Playground Upgrade	Stronger Country Communities Rd 5	Complete	To be submitted

Bingara Showground

Storm Damage on Friday 30th January has caused extensive damage to the grandstand, poultry pavilion and the shade sails. An insurance claim has been submitted and quotations are being obtained for the repairs.



Bingara Showground Grandstand roof damage.

A permanent fence to separate the east from western side of Bingara Showground has been commenced. This will allow for the cattle to be kept away from the pavilion and buildings on the western side of the ground while also directing livestock vehicles.



New fence under construction at Bingara Showground

Moore Street Culvert



Foundations for Moore Street, Bingara Culvert

Plant

Council took delivery of a new Kia for Bingara CHSP during January and a new firefighting tank for Bingara Depot.

A new air conditioner charge station was purchased for the Warialda workshop during January.



New Kia for Bingara CHSP



New Firefighting Tank for Bignara Depot

Workshops and Depots

Workshop Services and Jobs	Dec	Jan	Feb
Total number of services in Workshops	13	22	23
Total number of repairs in Workshops	78	133	137

Major repairs and maintenance undertaken in the workshops during January included:

P1788 Grader – fit new rippers, repairs to wiper motor, fit new door

P1134 Roller – locate and repair oil leak

P2135 – Caterpillar loader – repairs to bucket

P1868 Jetter – repairs to safety chain on hitch

P1715 Truck – rework boom spray mount

P1963 Tractor – fix fault codes on engine

P1687 Tipper – re-locate pull over tarp

P1691 – Loader – engine replacement

P1855 – mower – replace turbo

P2005 – mower – replace deck spindle

P1710 – Ute – replace timing belts

P2038 – truck – replace cabin mounts

P2033 – truck – replace track rod bushes

P1663 – rock crusher – gearbox repairs

CONCLUSION

The activities carried out by the Technical Services Department are in line with the 2023/24 Management Plan and as otherwise directed.

CONSULTATION

Consultation is carried out within the Technical Services Department during the monthly Technical Services Team Meetings and with other relevant persons.

OFFICER RECOMMENDATION

THAT the report be received.

ATTACHMENTS

Nil

7.5 Business and Strategy Report

File Reference: NA

Delivery Program

Goal: 3. An environmentally responsible shire

Outcome: 3.1 Our community understands and embraces environmental change

Strategy: 3.1.1 Encourage respectful planning, balanced growth and good design

Author: Justin Hellmuth, Director of Business and Strategy

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

This report is for reception.

TABLED ITEMS Nil

BACKGROUND

The monthly Business and Strategy report forms part of a regular reporting regime. The purpose of the report is to inform Council of the activities carried out within the directorate.

PLANNING & DEVELOPMENT MONTHLY REPORT FEBRUARY 2025

The following Development (D/A) and Development Modification (s4.55/s96) applications were approved during the month of February 2025.

No.	Property Description	Development/Work	\$	DA	s4.55
40/2024/ 2	T L Rose 7 Inverell Road Warialda NSW 2402	Modification of Development Consent - Change of location and aspect of shed	\$51,700		✓

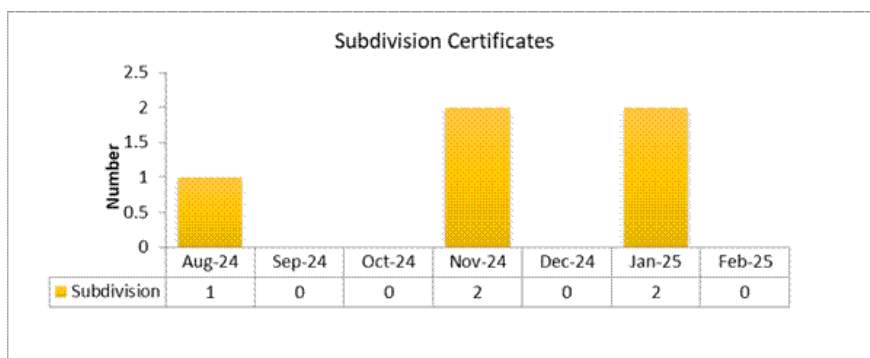
There were no Development (DA) or Development Modification (s4.55/s96) applications approved in the previous months and not previously reported to Council.

There were no Development (D/A), or Development Modifications (s4.55/s96) application(s) that were refused (R), withdrawn (W) or cancelled (C) or returned to the applicant prior to lodgement (RET) during the month of February 2025.

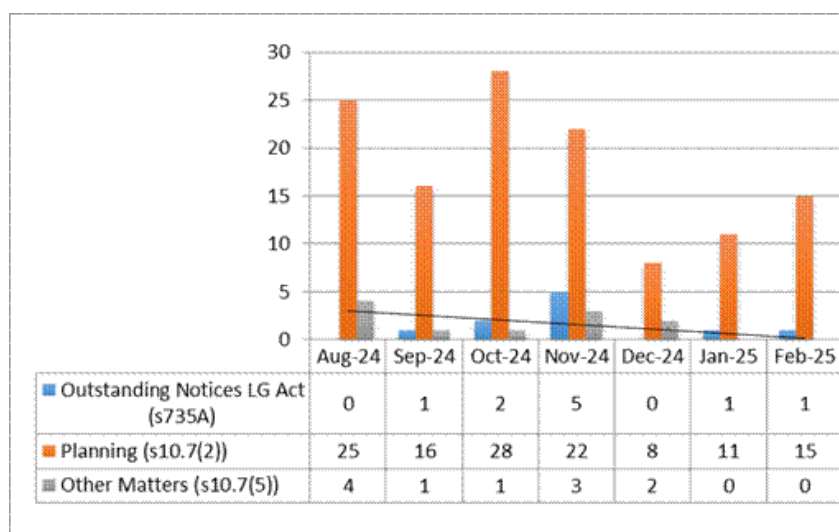
There were no Development (D/A) applications determined where there has been a variation in standards under clause 4.6 of the Gwydir Local Environmental Plan 2013 during the month of February 2025.

The attached table shows all Development (D/A) and Development Modification (s4.55/s96) applications that were submitted on the NSW Planning Portal, that were lodged with Council after the payment of lodgement fees and those that remain unlodged with Council, during and prior to 28 February 2025 and remain undetermined as at the 28 February 2025.

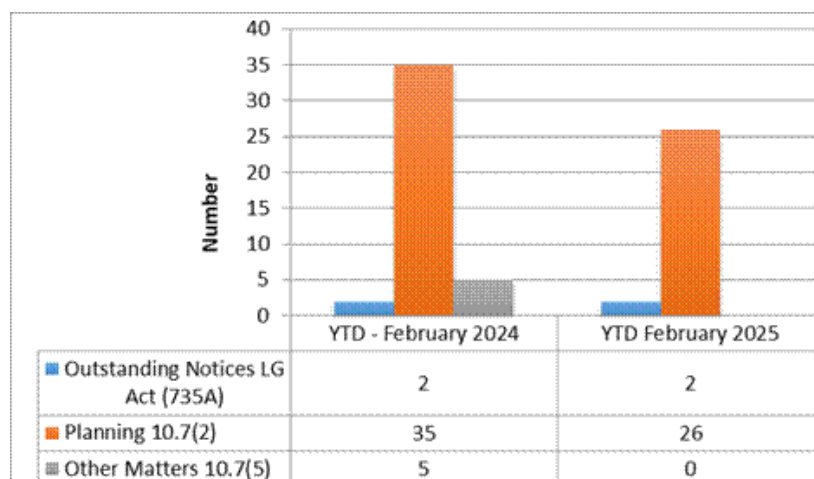
The following graph shows the Subdivision Certificates issued during the month of February 2025 and in the preceding six months.



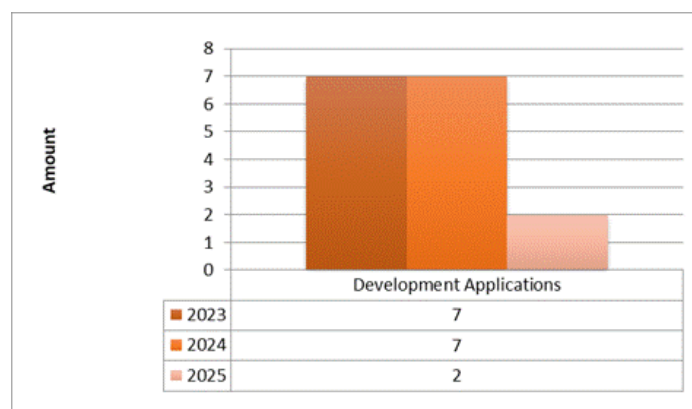
The following graph shows the Conveyancing Certificates issued during month of February 2025 compared to the previous six months:



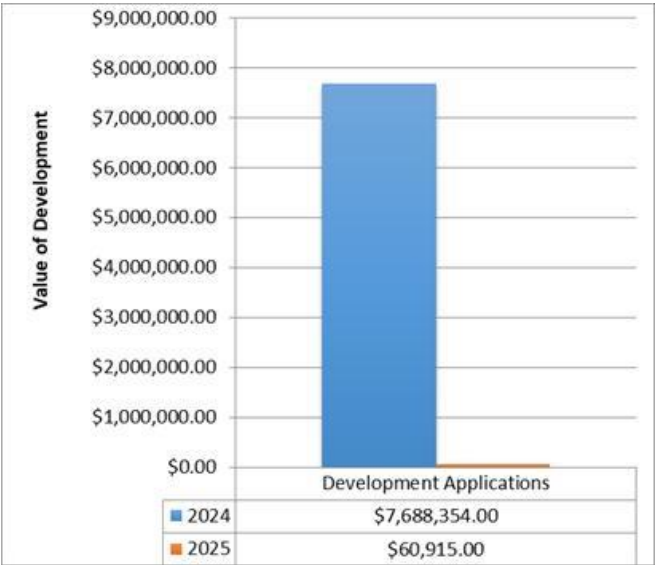
The following graph shows the Conveyancing Certificates issued up to and including the month of February 2025 compared with the same period in 2024:



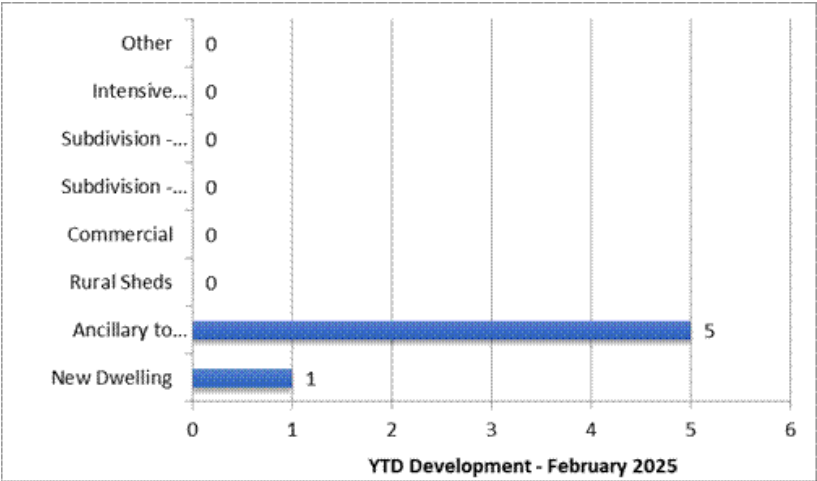
The table below shows a comparison between total development applications (excluding s4.55/s96 modification applications) lodged during the month of February 2025 compared to the same period in the previous two years:



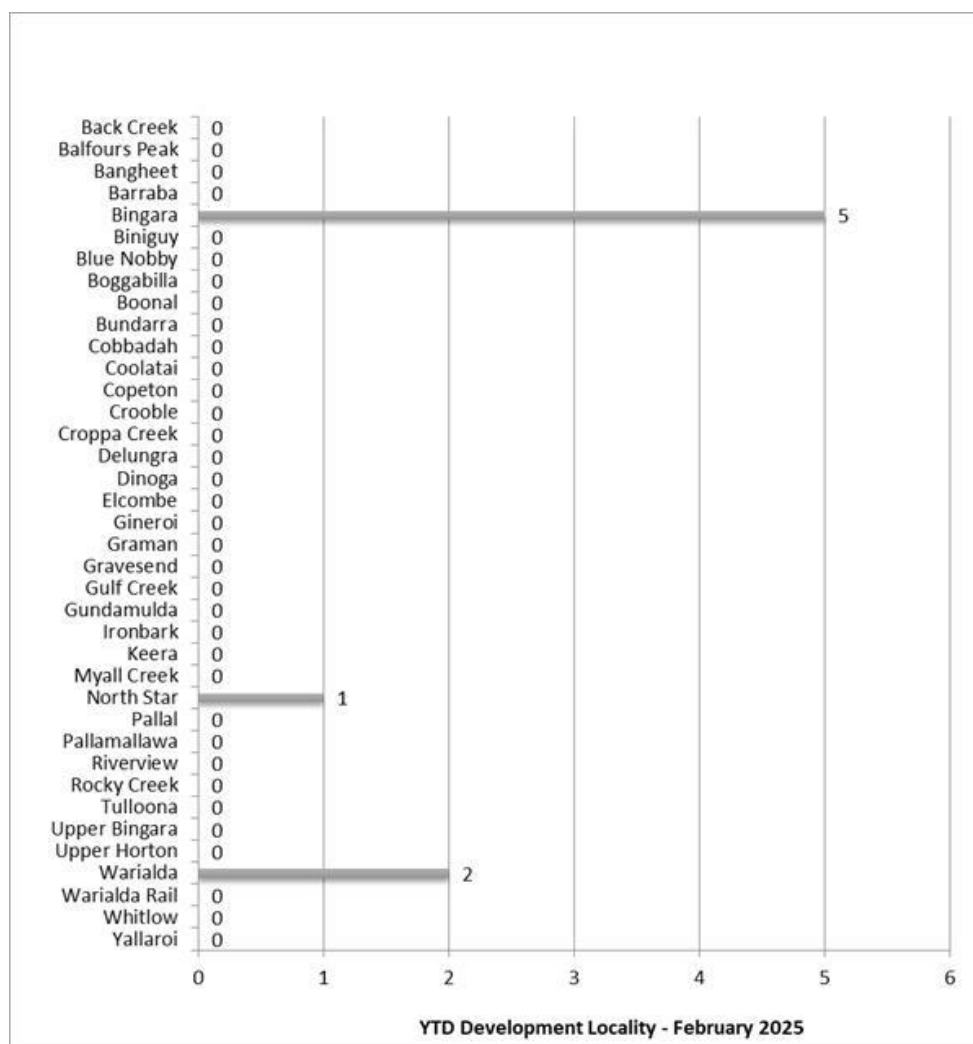
The table below shows a comparison between total value of development applications (excluding s4.55/s96 modification applications) lodged during the month of February 2025 compared to the same period in the previous year, it should be noted that the large variance in value can be attributed to the lodgement of the development Application for the new Gwydir Shire Council, Bingara Administration Building in February 2023:



Development Applications (excluding s4.55/s96 modification applications) lodged for the year by type – YTD February 2025:



Development Applications (excluding s4.55/s96 modification applications) lodged for the year by locality – YTD February 2025:



The Planning and Development Department Report for February 2025 was compiled with information available at the time of writing the report.

BUILDING SERVICES

MONTHLY REPORT FEBRUARY 2025

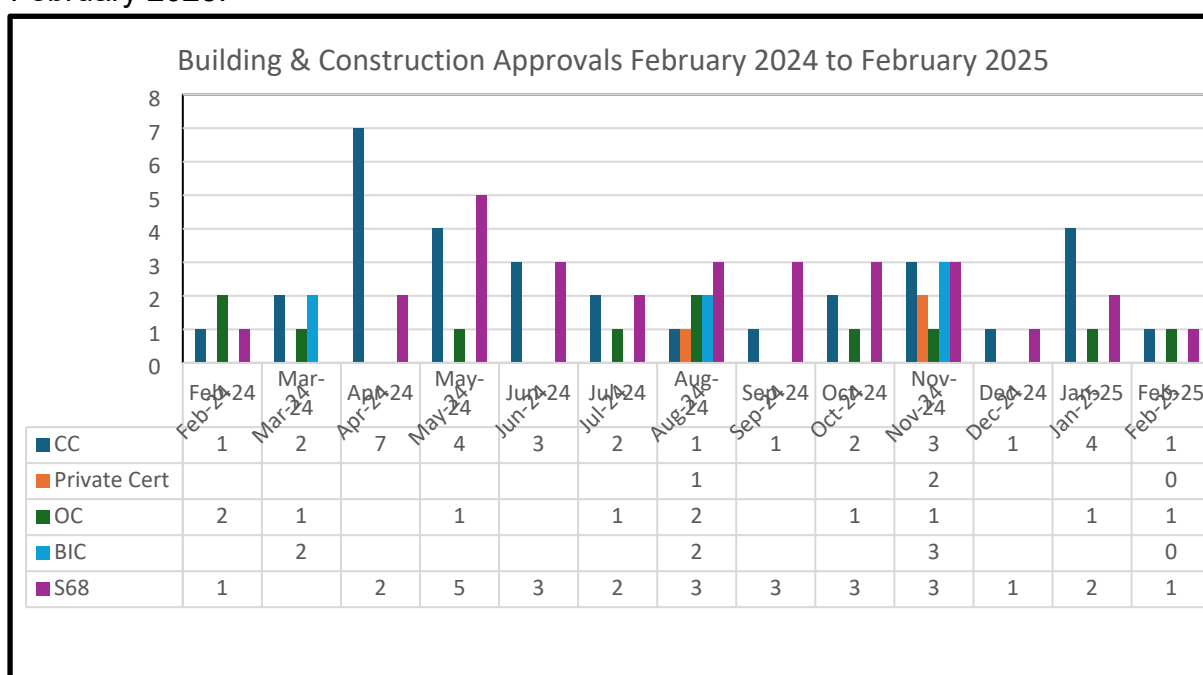
The Department continues to receive enquiries and provide advice on a range of planning and building matters including:

- Minor structure construction e.g., sheds
- Exempt and Complying Development
- Commercial opportunities and construction
- Basix (Building Sustainability Index)
- Bushfire requirements
- Building construction standards and requirements
- Stormwater
- Licensing and owner builder requirements
- Fees and charges
- NSW Planning Portal advice and assistance with the application process

The department receives all applications via the NSW Planning Portal. It is mandatory that all applications for Construction Certificates (CC), Complying Development (CDC), Principal Certifier Appointments (PCA), Occupation Certificates (OC) and Building Information Certificates (BIC) be lodged with Council via the NSW Planning Portal. Section 68 (S68) Applications are currently lodged directly with Council but as of 1st January 2025 will be through the Planning Portal, this is not mandatory at this stage but is the preferred method of application.

There are currently *104 active* applications that are at varying stages of the assessment/construction process and working towards their completion, and issue of an Occupation Certificate.

The graph below summarises the approvals for the current year and the following table shows the details of the approvals that have been issued for the month of February 2025.



CONSTRUCTION CERTIFICATES			
No.	Property Description	Development/Work	\$
CC 39/2024	13 Narrabri Road Bingara	3-bay garage with storage/workshop and bathroom	\$55,000

COMPLYING DEVELOPMENT CERTIFICATES			
No.	Property Description	Development/Work	\$
NIL			

OCCUPATION CERTIFICATES		
No.	Property Description	Development/Work
OC 19/2022	25 Dinoga Street Bingara	Dwelling

BUILDING INFORMATION CERTIFICATES		
No.	Property Description	Development/Work
NIL		

PRIVATE CERTIFIER – CERTIFICATE REGISTRATION		
No.	Property Description	Development/Work
NIL		

SECTION 68 APPROVALS		
No.	Property Description	Development/Work
S68 22/2022	1661 River Road Pallamallawa	Install and operate onsite sewerage management system

NO. OF COMPLAINTS/INSPECTIONS February 2025

Type	No.	Yr. to Date	Actioned	Pending
Construction/Building & Building Maintenance	36	389	359	30

NOTE - 10 of the open items are the result of annual repairs and maintenance inspections of the aged accommodation units and are general non urgent repairs.

BUILDING MAINTENANCE

The Department continues to receive requests to carry out minor maintenance and these are generally dealt with in a timely manner. Otherwise, the works are scheduled into maintenance staff building activities including new works for attention.

MAJOR PROJECTS WORKED ON

Living Classroom – Wellness and Interpretive Centre

This project remains the main focus of the Building Services Team. Works are progressing as planned on the construction of the building.

The following works have been completed

- Wall & roof framing
- Roofing, guttering & fascia
- Security rough in
- Window/door frames – Interpretive building
- External cladding on amenities building
- Sewer pump system installed ready to be connected

The electrical installation has commenced, and Coffs Coast Audio have undertaken a site inspection and will commence the planning for the audio and acoustic system installation.

Bracing to both buildings has been completed and external cladding will soon commence.



Interpretive Centre



Common Room

BINGARA ADMINISTRATION BUILDING – PROGRESS REPORT

Construction of the new Bingara Administration Centre is progressing well and on schedule.

Onsite work completed to date includes:

- Strip footings to approximately 25% of the site installed
- Concrete block wall adjacent to the Pally Styles building completed
- Underfloor sanitary drainage completed including connection to the sewer mains

- Existing Building Façade stripped back and stabilised
- Underground precast concrete stormwater detention tanks installed

Offsite works also continue to progress with fabrication of the structural steelwork and construction of the concrete tilt panels. These will be fabricated and delivered to site for erection.



Stabilisation of the facade



Stabilisation of the façade



Concrete block wall adjacent to the Pally Styles building



Underground stormwater detention tanks

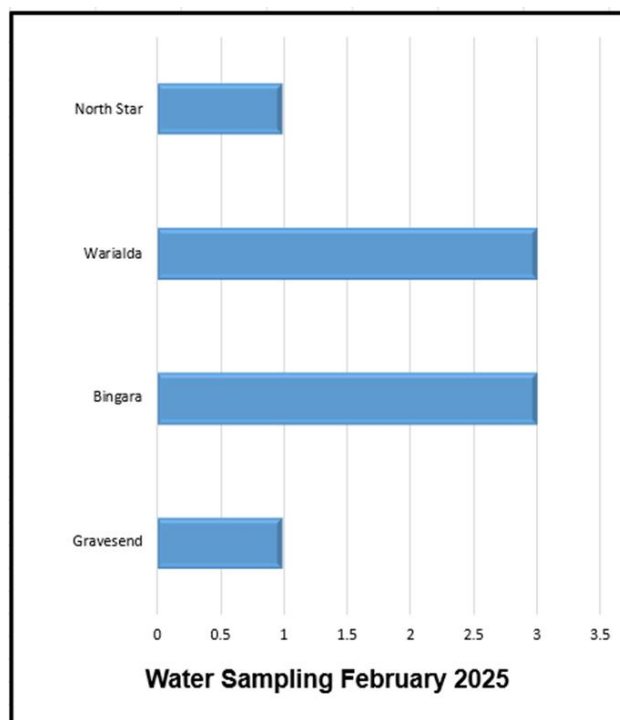
ENVIRONMENT & SUSTAINABILITY DEPARTMENT FEBRUARY 2025

The Department continues to receive enquiries and provide advice on a range of health matters including:

- Overgrown properties
- Food premises design and fit-out
- Food handling practices
- Mobile food vendors
- Food business notification
- Pet Ownership

DRINKING WATER TESTING

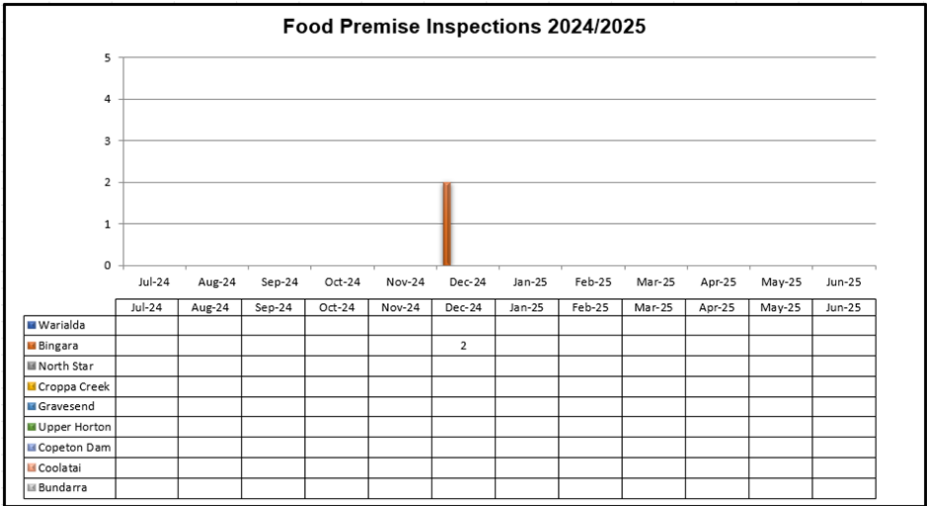
The Department continues to carry out routine sample collection for microbiological and chemical testing of the water supplies in the towns of Warialda and Bingara, fortnightly sampling of Gravesend and monthly sampling at North Star.



FOOD INSPECTIONS

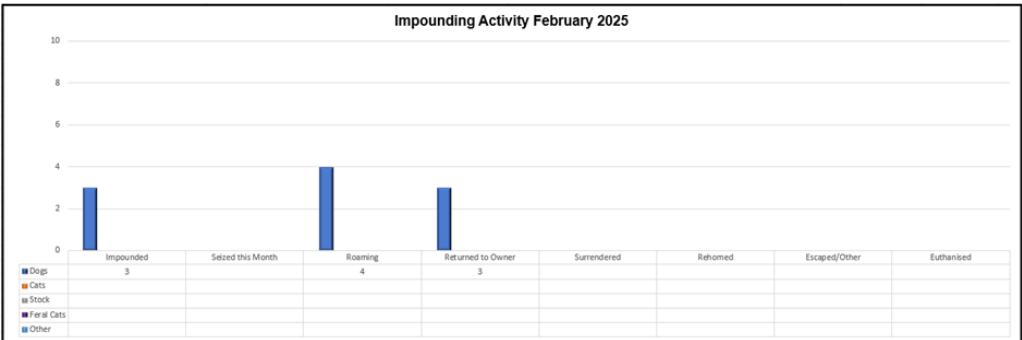
Food Premise Inspections are carried out on an annual basis for each food business. There are approximately 40 registered food service businesses within the Council area including supermarkets, clubs/pubs, motels, bakeries, cafés and takeaway food shops, mobile food vendors and school canteens. Depending on the nature of the food being served some businesses are exempt from inspection unless a complaint or issue arises.

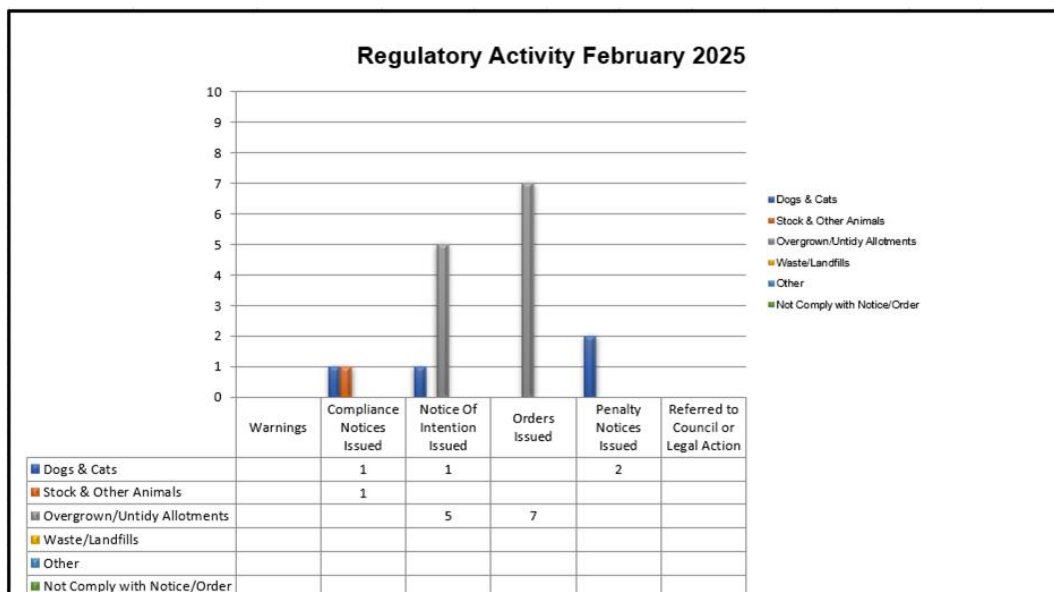
The graph below shows inspections that have been carried out for the current financial year.



COMPLIANCE AND REGULATORY CONTROL

Council has received customer requests regarding overgrown blocks, roaming dogs, roaming stock, noise, the keeping of animals and other concerns during the month of February 2025. These are investigated and actioned as necessary.



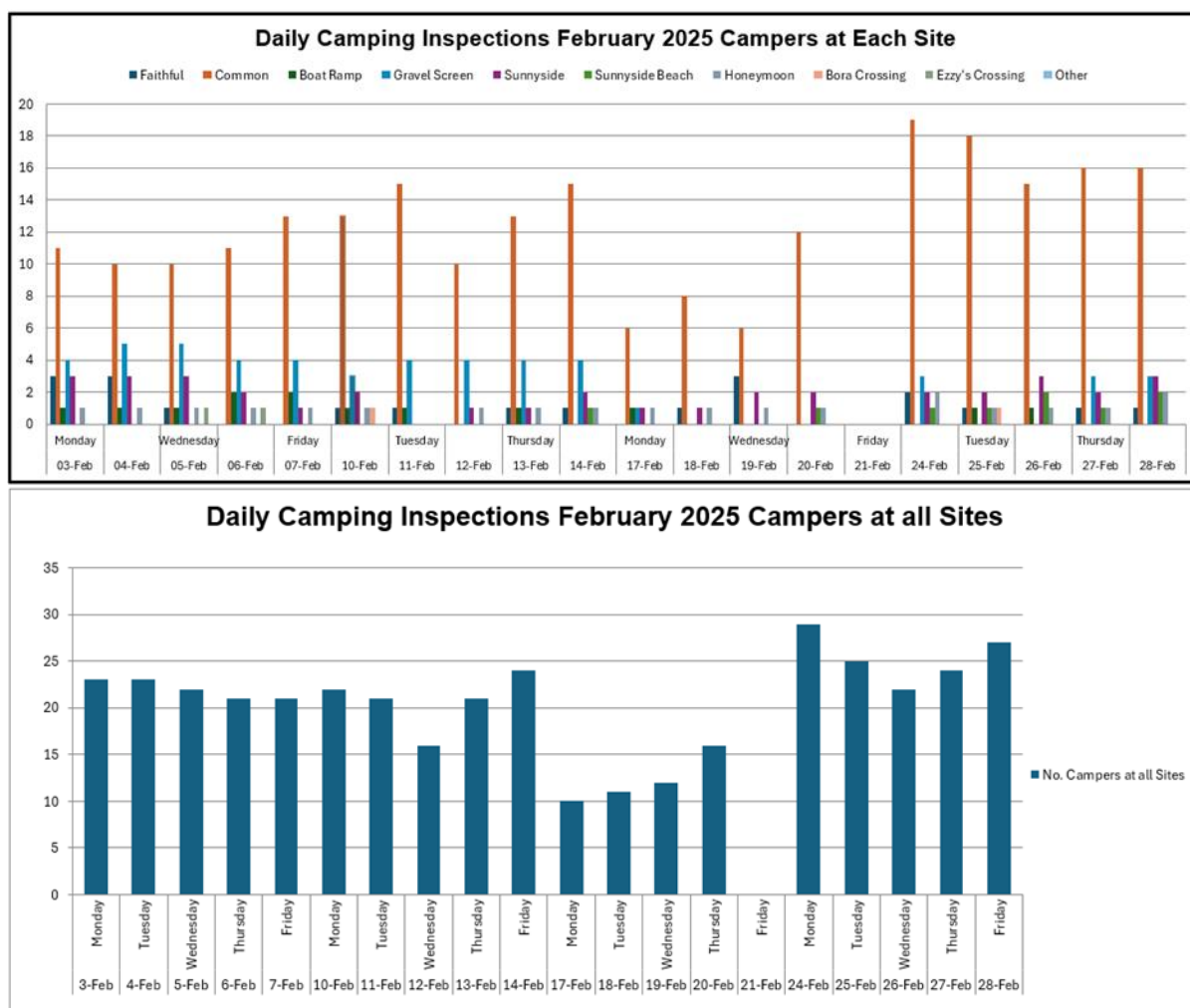


CAMPING AREA DONATIONS COLLECTED



RIVERSIDE CAMPING

Council's Compliance Officers aim to carry out daily checks along the river to ensure that camping is being conducted in a safe and hygienic manner. Flyers promoting local events and services are distributed to campers and enquiries from campers are addressed as required. The graphs below show total numbers of campers and the distribution of campers at the different campsites.



LANDFILL REPORT

BINGARA LANDFILL

Roads: Roads remain in good condition and all waste piles are easily accessible.

E-Waste: E-Waste is building up steadily; cages nearly full. Will contact contractor for pick-up.

Drum Muster Cage: Cage is full and overflowing. DrumMuster contact has assured that the Baler truck will pick up around the end of March.

Green Waste: Building up quickly after recent storms; scheduled for shredding by contractor during their Western shires round.

Main Landfill Pit: Filling up and needs a compactor to extend its lifespan. Bund walls are being built up to increase capacity.

Town Landfill Pit: Has a lot of capacity left; bund walls are being raised as materials become available.

Recycling: Large amount of recycling is being done; bin swap system working well.

WARIALDA LANDFILL

Roads: Roads remain in good condition and all waste piles are easily accessible.

E-Waste: E-Waste cages are almost full. Contractor to be booked for pickup.

Drum Muster Cage: Cage are at 50% capacity; scheduled for emptying at the end of March.

Metal Pile: Growing quickly but still accessible.

Green Waste: Scheduled for shredding by contractor.

Main Waste Cell: Around 50% full; regular compacting is keeping it in check.

Tyre Cage: Recently emptied. A large amount of tyres are coming from a local retailer.

Recycling: Bins being used regularly.

Concrete Waste: Taking up a lot of space due to demolition works; Contractor contacted for future crushing.

WARIALDA RAIL

Site Condition: The site remains tidy; Waste piles were pushed up on February 13th, maintaining functionality and safety.

Gate and Tracks: The gate is working correctly, and the tracks have been cleaned to ensure smooth operation.

Firebreak: The firebreak has been recently slashed; all roads are accessible.



Tidy & accessible site at Warialda Rail Landfill.

COOLATAI

Site Condition: Remains tidy with good access. Waste piles and pit were cleaned by contractor mid-month.

Gate Repair: Gate was repaired by contractor, ensuring secure access.

Access Roads: Access roads have been graded and remain in good condition.

Fire Incident: Inspection on 26th February found that the pit was smouldering, appears someone set fire to it.

Security Measures: Pin code access lock has been ordered. The site will benefit from cameras and restricted access to enhance security.



Light smoke found in Coolatai pit.

CROPPA CREEK

Rubbish on Road: Quite a lot of rubbish coming out onto the access road. Will need to be addressed to maintain clear access.

Waste Piles: Contractor has pushed up all waste on 14th February 14th. Household waste will need pushing up in coming weeks to maintain site cleanliness.

Tyre Dumping: Large amount of tractor tyres have been dumped, suspected misuse by a tyre company. This needs to be monitored to prevent further unauthorized dumping.

Drum Muster Cage: Drum Muster cage has been repaired and is ready for refilling. Many drums remain outside the cage, which need to be managed.

Security Measures: Pin code access lock has been ordered. The site will benefit from cameras and restricted access to prevent unauthorized dumping and misuse.



Tyres dumped at Croppa Creek landfill.

NORTH STAR TRANSFER STATION

Skip Bins: All skip bins are now being serviced regularly by the waste contractor.

Missing Recycle Bin: One recycle bin has been taken.

Soil Dumping: A large amount of soil has been dumped outside the fenced area, currently under investigation by the Council's compliance officer.

Signage: New signage and decals for the bins have been ordered internally through the Council's sign maker.



Soil dumped outside of fenced area at North Star Transfer Station.

GRAVESEND

Gate and Tracks: Gate working correctly, and tracks remain clean and functional.

Recycle Bins: Emptied after clean-up. In good condition, ensuring they are ready for

use.

Household Rubbish: Building up, will need pushing up to maintain site cleanliness.



Gravesend Landfill BEFORE push up & clean. Gravesend Landfill AFTER push up & clean.

UPPER HORTON

Access Control: A PIN code access lock has been installed on the gate. Residents in the catchment area were informed via letters, and access codes are provided upon returning a completed User Access Form to the Council. Cameras have also been installed to monitor for illegal access or dumping outside the gates.

Effective Monitoring: Despite some initial issues with the new codes, the system is running smoothly. Several individuals from Barraba were turned away while the landfill supervisor was on site.

Signage: Signs have been erected to deter illegal use from outside the shire.

Obstructions: A large amount of wire and fence posts have been dumped in the road, limiting access. This needs to be cleared to maintain accessibility.

Pit Condition: The pit is overflowing with rubbish and needs to be managed to maintain site cleanliness.

Waste Piles: All waste piles were pushed up by a contractor.

Waste Sorting: There are issues with waste not being sorted into the correct piles and people dumping waste directly in the road



Newly erected signs at Upper Horton Landfill.



Cameras installed at Upper Horton Landfill to deter illegal use.

KOALA PARK DONATION BOX SIGNAGE

Signage for the Koala park donation box was installed in February, encouraging visitors to make cash donations.

All contributions go directly to the NW Koala Arks group, helping to fund further improvements to the park.



Koala Park Donation Box Signage

Koala Park Donations
February 2025
\$41.70

PRIORITY WEED CONTROL

Property Inspection Program

Staff continue to assist land holders and the community with:

- Advice on the control of Priority Weeds and Biosecurity Duties
- Private and Public Property inspections
- Spraying of priority weeds and emerging weeds

Rapid Response

On February 5th and 6th, the Wialda Weeds Officers conducted a Rapid Response search for Parthenium weed at Mulligans and Barroma Downs. The effort saw collaboration from staff of the Department of Primary Industries, Local Land Services, Moree Shire Council, and Rouss County Council. The operation was successful, leading to the discovery of several Parthenium plants, which have since been sprayed.

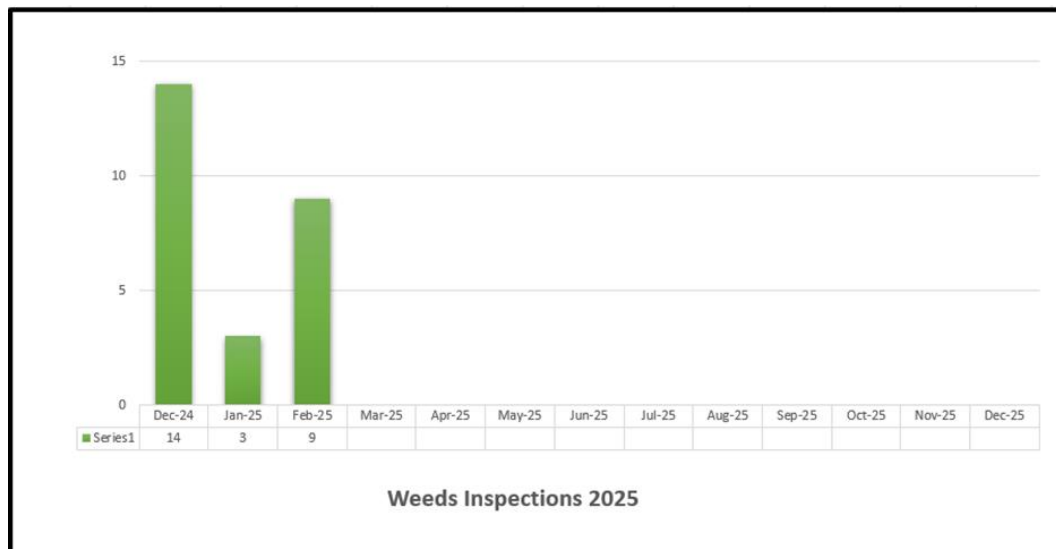
Detection Dogs

On February 25th two English Springer Spaniels, Connor and Dasher, were brought over from Port Macquarie by Tate Animal Training Enterprises. These skilled dogs were tasked with detecting Parthenium plants. Over the course of their search, they successfully identified four plants and two additional spots where plants were still underground. Their keen sense of smell proved invaluable as they covered three sites: Gournama, Yallaroi Station, and Death Adder Hill. The dogs' impressive abilities highlighted the effectiveness of using trained animals for such critical environmental tasks.



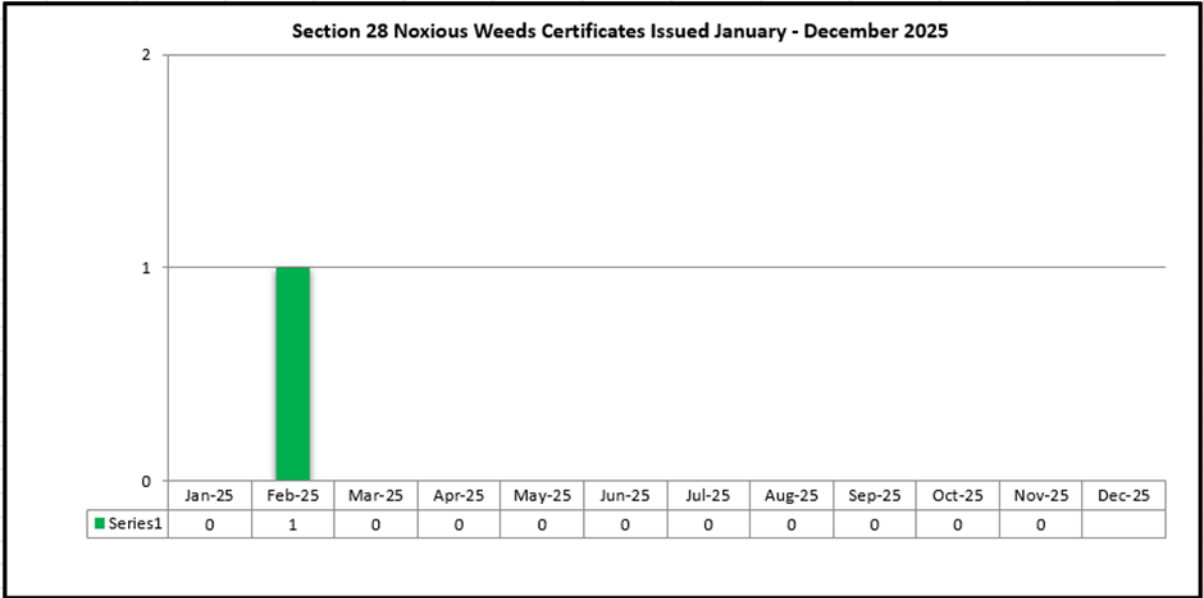
Detection dog and its handler from Tate Animal Training Enterprises.

Weeds Inspections



Priority Weeds Inspections for the Month of February 2025

<i>Areas Inspected</i>	<i>No.</i>	<i>Ha</i>	<i>Rd km</i>	<i>Weeds Present</i>
Roadside Inspection – Council Roads	1	-	70	Mimosa Bush
High Risk Private Property Inspections	1	1091	-	Parthenium
Private Property Inspections	1	12		None Found
Council Lands Private Property	2	4.27	-	None Found
High Risk Waterway Inspections	2	-	25	Parthenium
Recreation Areas, Parks & Gardens, Sports Fields	1	12		None Found



The Planning & Environment Department report for was compiled with information available at the time of preparing the report.

INFORMATION SERVICES
MONTHLY REPORT FEBRUARY 2025

The Information Services help desk continues to provide essential support to staff across the organisation, ensuring the smooth operation of core systems, including IT, GIS, and Records management. This support encompasses technical issue resolution, data management, and system accessibility. Below is a summary of key service desk activities for the reporting period:

A total of 350 support tickets were logged during the period, with 334 resolved within the same timeframe. Additionally, 358 tickets were resolved in total, including those carried over from previous periods. The median resolution time for support tickets was 15.7 hours, reflecting overall efficiency in issue resolution. Ninety percent of the tickets are related to IT, while GIS accounts for 6% and Records for 4%.

There has been a significant increase in support tickets compared to the same period last year, rising from 224 to 350. This increase is partly due to the inclusion of GIS and Records-related requests in the help desk system, as well as a deliberate effort to ensure that nearly all help desk inquiries are properly logged and monitored.



OFFICER RECOMMENDATION

THAT the report be received.

ATTACHMENTS

Application No.	Applicant	Owner	Property Address	Description of Work	Date received on the NSW Planning Portal	Date Lodged	Reason for time between submission & lodgement	Current Status	Type
35/2024	P Taylor (SMK Consultants)	L M Smith	16489 Gwydir Highway Gravesend	Quarry	11/10/2024	19/12/2024	Request for additional information payment of fees	Under assessment with Wakefield Planning	DA
37/2024	N J Beel	N J Beel & L B Beel	1462 Oregon Road Warialda	2 Lot Rural Subdivision	18/10/2024	15/11/2024	Request Additional Information prior to lodgement payment of fees	Under assessment with Wakefield Planning	DA
41/2024	SMK Consultants Pty Ltd	D F Picton	5 East Street Bingara	2 Lot Urban Subdivision	12/11/2024	18/11/2024	Payment of fees	Under assessment with Wakefield Planning	DA
45/2024	J Langan	J Langan & C Remonte	29 Martyn Street Bingara	Manufactured Dwelling & carport	3/12/2024	5/12/2024	Payment of fees	Under assessment with Wakefield Planning	DA
46/2024	Coggs Contracting	Coggs Contracting	Elcombe Road Bingara	4-bay Garage with attached awning	6/12/2024	17/01/2025	Payment of fees	Under assessment with Wakefield Planning	DA
47/2024	Abode Building Design	J E Bishton & K E Bishton	227 Allan Cunningham Road Bingara	Manufacture Dwelling	13/12/2024	27/12/2024	Payment of fees	Under assessment with Wakefield Planning	DA
48/2024	Abode Building Design	W M Thomas & G Bednarek	25 Moore Street Bingara	Garage with bathroom	14/12/2024	18/12/2024	Payment of fees	Under assessment with Wakefield Planning	DA
36/2024/2	Jillian Cumberland	St Johns Anglican Church	8a Frazer Street Bingara	Modification - Change of location of shed	10/01/2025	-	Pre-lodgement review and request for additional information	Being notified and exhibited for 14 days as per Community Participation Plan from 06/03/2025 to 19/03/2025	MOL

62/2022/2	Lila Oliver PAWA Architecture	M A Tritton	163 Fairford Road Warialda	Modification - change of size and floor plan of dwelling house and additions to existing shed	23/01/2025	-	Pre-lodgement review	pre-lodgement review determined incorrect application type - applicant contacted for more information	MOC
2025/2	ID Underwood	ID Underwood	14 Byrnes Street Bingara	7mW x 7mL shed	7/02/2025	17/02/2025 5	Payment of fees	Under assessment with Wakefield Planning	DA
2025/3	S A Shadbolt	B & S A Shadbolt	18 Ridley Street Bingara	3-bay garage/shed	4/02/2025	10/02/2025 5	Payment of fees	Under assessment with Wakefield Planning	DA
2025/4	Abode Building Design	R Carruthers	58a Keera Street Bingara	Manufactured Dwelling	18/02/2025	-	Pre-lodgement review	Pre-lodgement review - fees to be issued	DA
TBA	Abode Building Design	D & B Newman	27 Geddes Street Warialda	alterations and additions to existing dwelling	18/02/2025	-	Pre-lodgement review	Pre-lodgement review - fees to be issued	DA
TBA	SMK Consultants Pty Ltd	Stahman Property Trust	1507 River Road Pallamallawa	Change of floor plan in accommodation building	20/02/2025	-	Pre-lodgement review	Pre-lodgement review	MOC
TBA	Matt Baker	S Kruse	77 Riddell Street Bingara	Two bay shed with attached carport/awning	20/02/2025	-	Pre-lodgement review	Pre-lodgement review - fees to be issued	DA
TBA	Rod Davis - RDC Engineers	Doolin Farming Pty Ltd	2513 Getta Getta Road North Star	Feedlot Expansion from 999 head to 3000 head	22/02/2025	-	Pre-lodgement review	Pre-lodgement review with Wakefield Planning - possible integrated or designated development	DA

7.6 Council's Investment Report February 2025

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.5 Provision of responsible internal governance

Author: Helen Thomas, Chief Financial Officer

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

At each monthly Ordinary Meeting, the Council is presented with the schedule relating to Investments, as at the end of the previous month.

TABLED ITEMS Nil

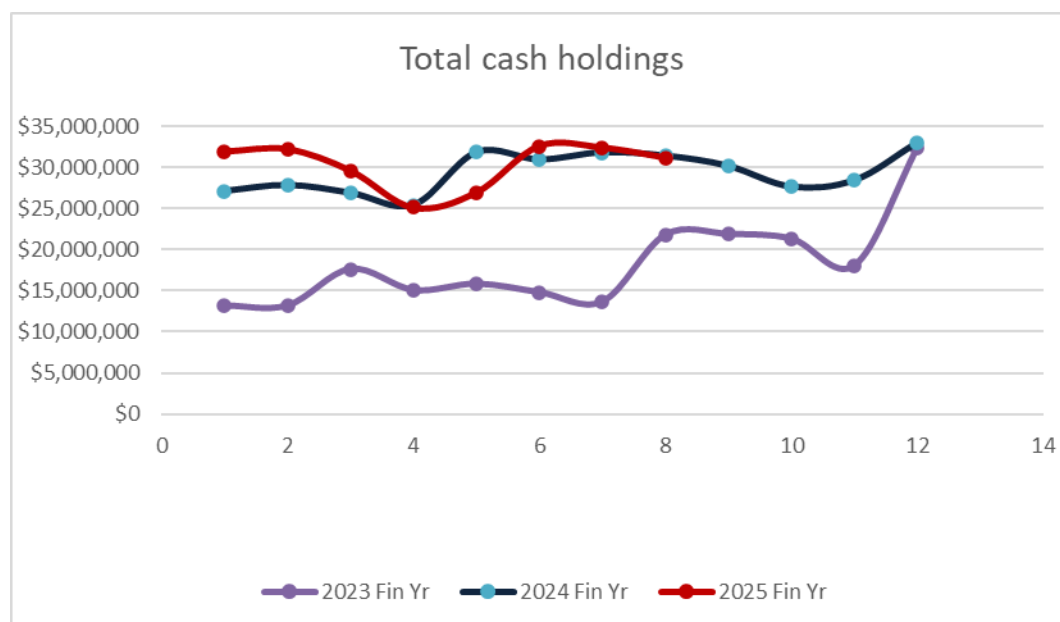
BACKGROUND

In accordance with Clause 19(3) of the Local Government (Financial Management) Regulation 1993, the following information provides details of Council's funds invested as at 28 February 2025.

Cash and Investments	
Total Investments	
Managed Funds	\$3,500,331.00
Grand Total Investments	\$3,500,331.00

Total Cash and Investments	
Investments	\$3,500,331.00
Cash at bank	\$27,672,720.00
Grand Total Cash and Investments	\$31,173,051.00

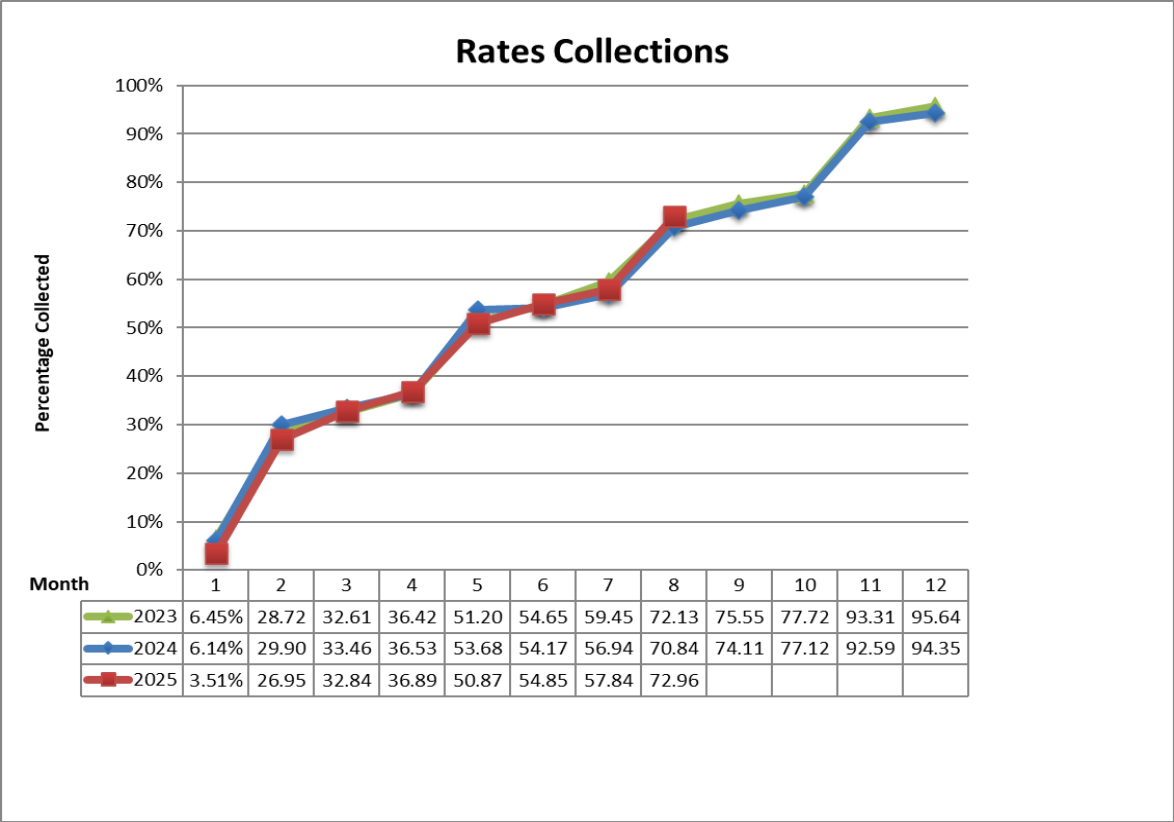
General Fund Cash	
Total cash and investments	\$31,173,051.00
LESS:	
Water fund*	-\$1,411,203.00
Sewer fund*	-\$1,348,704.00
Waste fund*	-\$4,639,300.00
Other restrictions:	
Employee leave entitlements*	-\$1,000,000.00
Bonds and deposits	-\$1,565,280.00
Unexpended grants*	-\$6,985,862.00
Developer contributions	-\$617,673.00
Asset Replacement Program	-\$563,760.00
Internal Restrictions*	-\$5,481,214.00
Admin Building Funding	-\$5,000,000.00
Discretionary General Fund Cash	\$2,560,055.00



I, Helen Thomas, CFO and Responsible Accounting Officer for Gwydir Shire Council, certify that the Council's investments have been made in accordance with the Local Government Act 1993, Local Government (General) Regulation 2005 and Council's Investment Policy, as amended.

RATES COLLECTIONS

The graph below represents a comparative of the percentage collections for the current year against the two previous rating years. The current years collections are up to 28 February 2025.



OFFICER RECOMMENDATION

THAT the February Monthly Investment and Rates Collection report be received.

ATTACHMENTS

Nil

7.7 Planning Workshop Recommendations

File Reference: NA

Delivery Program

Goal: 2. Building the business base

Outcome: 2.1 Our economy is growing and supported

Strategy: 2.1.2 Support the growth of our business community

Author: General Manager

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

This report recommends the adoption of the recommendations for the Planning Workshop held on Thursday 13th March 2025.

TABLED ITEMS Nil

BACKGROUND

A Planning Workshop was held on Thursday 13th March 2025 and several recommendations were made for consideration by the elected Council, which are outlined below.

The reports for items that require a specific Council resolution are attached for consideration.

The Housing Strategy Report's attachments are not attached as the file is very large and the final adopted strategy will be available on the Council's website.

WORKSHOP RECOMMENDATIONS

Planning Background Report

THAT the report be noted.

FURTHER that the strategy be reviewed during this term of council in a Workshop.

Gwydir Shire Housing Needs Assessment & Strategy

THAT the Council endorses the inclusion of the lands identified at the corner of Cross and Queen Streets into the Local Housing Strategy.

FURTHER that the Council endorses the inclusion of the lands identified as Proposed Lot 292 in Proposed Deposited Plan 1312571 into the Local Housing Strategy for assessment as R5 Large Lot Residential.

FURTHER that the Council endorses the inclusion of the lands identified as Lot 1 DP 1249636 into the Local Housing Strategy for assessment as R5 Large Lot Residential.

FURTHER that the submissions are noted.

FURTHER that Opportunity site B (Warialda) Gragin Road Waterfront remains in the Local Housing Strategy.

FURTHER that the documents are finalised and lodged with the Department of Planning.

Proposals for minor updates to the Gwydir LEP 2013

THAT Council notes the objection and amends the draft local environmental plan amendment to Gwydir LEP 2013 to reflect the objection and reinstate Clause 2.34 (2) (b) and forward to the Department of Planning for Gazettal.

Community Participation Plan

THAT Council resolve to exhibit the proposed changes to the Community Participation Plan for 28 days to seek public comment and that the changes be then adopted if no objections are received or be brought back to Council for its consideration if any objections are received.

Rural workers' dwellings

THAT the Council resolve to adopt the draft Planning Proposal attached and forward to the Department of Planning for Gazettal.

Revisions to LEP Industrial Zone

THAT the Council resolves to adopt the draft Planning Proposal attached and forward to the Department of Planning seeking a Gateway Determination.

ATTACHMENTS

1. Workshop Item 2.2 Housing Strategy No attachments [7.7.1 - 4 pages]
2. Workshop Item 2.3 Proposals for minor updates to LEP [7.7.2 - 45 pages]
3. Workshop Item 2.4 Community Participation Plan_ [7.7.3 - 3 pages]
4. Workshop Item 2.5 Rural workers dwellings [7.7.4 - 18 pages]
5. Workshop Item 2.6 Revisions to LEP Industrial Zone [7.7.5 - 32 pages]

13 March 2025 - Planning Workshop**Gwydir Shire Council****2.2 Gwydir Shire's Housing Strategy****File Reference:** NA**Delivery Program****Goal:** 1. A healthy and cohesive community**Outcome:** 1.2 Our community is an inviting and vibrant place to live**Strategy:** 1.2.1 Enable accessible and affordable lifestyle options**Author:** Saul Standerwick, Planning & Environment Team Leader**STAFF DISCLOSURE OF INTEREST Nil****IN BRIEF/SUMMARY RECOMMENDATION**

This report is for the final adoption of the Housing Strategy

TABLED ITEMS Nil**BACKGROUND**

The Local Housing Strategy (LHS) was developed in response to the Council's adoption of the Gwydir Local Strategic Statement.

It contains 13 strategies:

Number	Strategy
1	Deliver new residential development on government owned land
2	Support the delivery of residential infill development
3	Support Torrens title subdivision and infill development within town centres
4	Promote the delivery of diverse low-rise housing within town centres
5	Support the delivery of aged-care and seniors housing, and housing for people with disability
6	Prepare the Gwydir Shire Development Control Plan or similar guideline(s)
7	Review opportunities for the provision of worker's accommodation
8	Review the provision of residential dwellings on rural and semi-rural land outside town and village centres
9	Identify land for rezoning around town centres
10	Build relationships and collaborative partnerships with independent and/or Government agencies
11	Assist landowners and applicants navigate the planning framework
12	Actively pursue grants and funding to support the delivery of housing and supporting infrastructure and community services
13	Deliver new infrastructure to support the growing and changing population

Some of these 13 strategies will require budgetary considerations.

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COMMENT

Since the Council's initial endorsement of the Local Housing Strategy (LHS) to on to public exhibition at the Ordinary Meeting of Council on the 18th April 2024 an additional potential area for housing development has been identified in Warialda.



This site is being purchased by Council from the Crown and is located at the corner of Cross and Queen Streets Warialda.

This additional area adheres to the LHS identified housing needs and capacity to accommodate population growth. It also conforms with the strategies to support the delivery of housing within the Gwydir Shire over the next 20 years and to achieve the housing vision and objectives outlined in the LHS.

Council received four submissions, see attached, about the LHS.

Two were objections regarding housing at Opportunity site B (Warialda) Gragin Road Waterfront.

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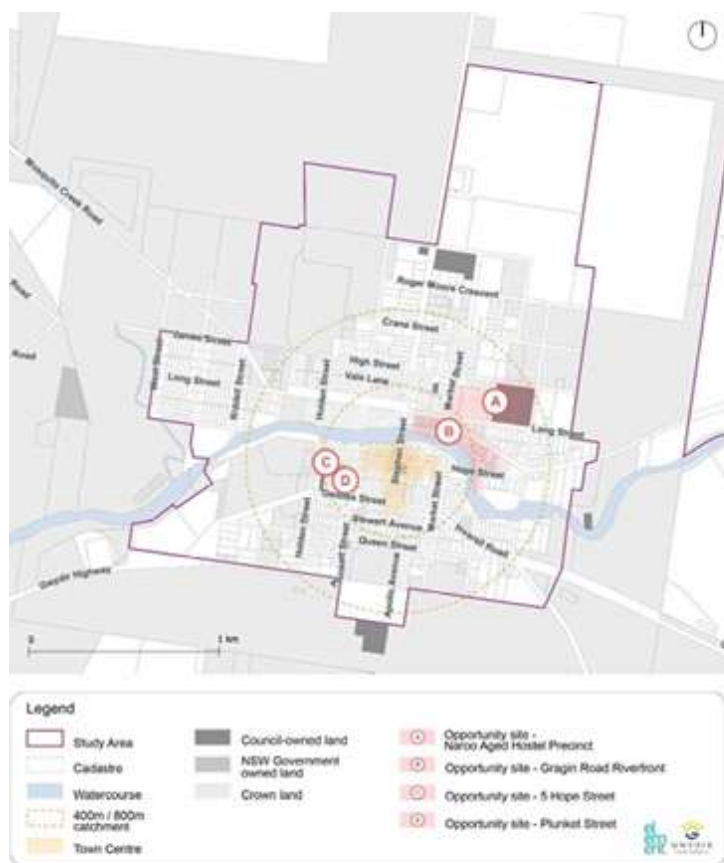


Figure 3.1 Government-owned opportunity site map, Warialda
Source: Gwydir Shire Council, edited by Element, December 2023.

However, this site should remain as an option in the strategy but would be subject to a more detailed assessment if implementation is considered in the future, if the demand exists.

The other two addressed matters are outside the direct scope of the LHS and relate to Strategy 6.

CONSULTATION

The document was put on public display for 28 days for community comment.

STATUTORY ENVIRONMENT

Environmental Planning and Assessment Act 1979.
Gwydir Local Environment Plan (LEP).

FINANCIAL IMPLICATIONS

Some of the 13 strategies will require budgetary considerations.

STRATEGIC IMPLICATIONS

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Housing supply does impact the capacity for economic growth in the Shire.

OFFICER RECOMMENDATION

THAT the Council endorses the inclusion of the lands identified at the corner of Cross and Queen Streets into the Local Housing Strategy.

FURTHER that the submissions are noted.

FURTHER that Opportunity site B (Warialda) Gragin Road Waterfront remains in the Local Housing Strategy.

FURTHER that the documents are finalised and lodged with the Department of Planning.

ATTACHMENTS

1. Housing Strategy [2.2.1 - 206 pages]
2. Submission Summary [2.2.2 - 4 pages]

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2.3 Proposals for minor updates to the Gwydir LEP 2013

File Reference: NA

Delivery Program

Goal: 2. Building the business base

Outcome: 2.1 Our economy is growing and supported

Strategy: 2.1.3 Promote our community as the place to visit, live, work and invest

Author: Saul Standerwick, Planning and Environment

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

This report recommends the adoption of the proposed LEP amendment with one minor alteration.

TABLED ITEMS Nil

BACKGROUND

The draft local environmental plan amendment to Gwydir LEP 2013 was put on public display and referred to the Rural Fire Service for comment. There was one submission.

BACKGROUND

There has been an increasing trend for minor development to be exempt requirements for development consent, provided that it complies with certain requirements. This means that people can undertake this development “as of right” provided that they comply with those requirements.

A draft planning proposal has been prepared to increase the range of exempt development. This was granted a Gateway Determination and was exhibited.

There was one submission that objected to a specific suggested amendment. This amendment, outlined on page 24 of 38 in attachment 1, would allow the construction of a 1.2 metre masonry fence on the front boundary of a property.

The objector (see attachment 2) believes that this could create a problem for pedestrians when vehicles are exiting a property with a masonry fence to 1.2 metres.

CONCLUSION:

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The objector has a legitimate concern, and the objection should be upheld and the draft local environmental plan amendment to Gwydir LEP 2013 reflect the objection and reinstate Clause 2.34 (2) (b).

CONSULTATION:

Internal consultations have been held amongst key staff in the planning and building area, and with the General Manager.

DPE for a Gateway Determination, public exhibition and referral to the Rural Fire Service.

STATUTORY ENVIRONMENT:

The process for Planning Proposals is specified in the *NSW Environmental Planning Assessment Act (1979)* and the *NSW Environmental Planning Assessment Regulation (General) (2021)*.

POLICY IMPLICATIONS:

The proposal would not be in conflict with any existing Council policy.

FINANCIAL, ECONOMIC AND RESOURCE IMPLICATIONS (Including Asset management):

The intent of the proposal is to allow more effective use of Council resources:

- The budget provides for updating the LEP in this financial year.
- The proposal would not be highly demanding of Council resources, as most of the work has already been undertaken.
- In the longer term, the proposals will facilitate the necessary strategic planning work that needs to be undertaken by Council.

The proposals, if adopted, would be positive for the residents and business communities of the Shire.

STRATEGIC IMPLICATIONS:

The proposal does not have any significant strategic implications other than to facilitate additional strategic planning work by staff.

SUSTAINABILITY IMPLICATIONS (Social and Environmental):

The proposal would be neutral to positive in terms of social and environmental sustainability in that:

- It would facilitate minor development by business and members of the public
- The proposal would be consistent with existing urban form
- There would be no negative effect on cultural heritage and values

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- The proposal would improve the quality of strategic planning services to the community
- The proposal is neutral with respect to environmental factors

OFFICER RECOMMENDATION

THAT Council notes the objection and amends the draft local environmental plan amendment to Gwydir LEP 2013 to reflect the objection and reinstate Clause 2.34 (2) (b) and forward to the Department of Planning for Gazettal..

ATTACHMENTS

1. Attachment 1 Planning Proposal Gwydir Shire - Minor Revisions [2.3.1 - 38 pages]
2. Attachment 2 Planning Proposal Gwydir Shire - Objection [2.3.2 - 1 page]
3. Attachment 3 SP I 20241028000226 - 15-11-2024 16 40 10 - Determination Letter (002) [2.3.3 - 1 page]
4. Attachment 4 Gateway determination Department of Planning Housing and Infrastructure [2.3.4 - 2 pages]



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Planning Proposal

To Amend Schedule 2 of the Gwydir Local Environmental Plan 2013 by introducing exempt development provisions and amended development standards – thereby replacing the commensurate provisions in the NSW Exempt and Complying Code 2008 currently applicable in Gwydir Shire.

Revision 3.2

Client: Gwydir Shire Council

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3.0	Revisions following Gateway Determination	11/9/24
3.1	Internal review	11/9/24
3.2	For exhibition	23/9/24

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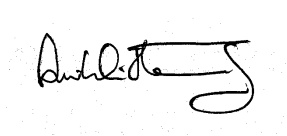
This report has been prepared to inform the Client about particular matters. Use of material herein for any other purpose is at the end-user's own risk. The information contained in this report is to the best of Wakefield Planning's knowledge true and correct. Every effort has been made to ensure its accuracy; however, to the extent permitted at law, Wakefield Planning does not accept responsibility for any loss, injury or damage arising from the use of such information.

It is noted that the final wording in Schedule 2 of the Gwydir Local Environmental Plan 2013 is subject to drafting by Parliamentary Counsel.

Principal Author Certification

I certify that I have prepared the contents of this Report and to the best of my knowledge:

- The information contained in this Report is neither false nor misleading; and
- It contains all relevant available information that is current at the time of release.


Angus Witherby

BA – Geography & Economics, Grad. Dip. Urb. & Reg. Planning, FPIA, CPP

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INTRODUCTION

At present, all exempt development carried out in the LGA relies upon the provisions of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (hereafter 'the SEPP'). However, given the specific levels of development within the town and rural areas of the LGA, a slightly more lenient approach to exempt development is desired in respect of a range of developments.

PART 1 – OBJECTIVES AND INTENDED OUTCOMES

PROPOSAL OBJECTIVE

Objective 1: To introduce exempt development provisions to Schedule 2 of the Gwydir Local Environmental Plan 2013 for a range of developments that will have no significant adverse impacts and can benefit from more lenient provisions due to their rural location.

The intended outcomes of the proposed changes are as follow:

1. To enable more efficient and expeditious development assessment by the Gwydir Shire Council by reallocating some non-adverse impact and low-impact developments to the exempt development category in the Gwydir LEP 2013.
2. To simplify development approval requirements and facilitate the construction of appropriate rural infrastructure with minimal external impacts.

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PART 2 – EXPLANATION OF PROVISIONS

The Planning Proposal includes an amendment to the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 to address clause 1.9(1) which has the effect of having the provisions of Gwydir LEP 2013 override the relevant provisions of the SEPP

All proposed amended clauses relate to entries in Schedule 2 Exempt Development Codes. The changed sections are highlighted in yellow, with details and comments provided in the right-hand column. The new numbering for Schedule 2 is included in the table below.

Proposed Additions to Schedule 2 Exempt Development of Gwydir Local Environmental Plan 2013	Change and Purpose
<p>Balconies, decks, patios, pergolas, terraces and verandahs (Applicable to RU1; RU5; R5; E4; RE1; RE2)</p> <p>2.1 Specified development</p> <p>The following development is specified for this code—</p> <p>(a) the construction or installation of a balcony, deck, patio, pergola, terrace or verandah, whether free standing or attached to the ground floor level of a building, or roofed or unroofed, if it is not constructed or installed on or in a heritage item or a draft heritage item or on land in a foreshore area,</p> <p>(b) the replacement of a deck subject to the replacement deck being the same height as the existing deck being replaced; if the deck is not higher than 1m above ground level</p> <p>2.2 Development standards</p> <p>(1) The standards specified for the development specified in clause 2.11(a) are that the development must—</p> <p>(a) (Repealed)</p> <p>(b) have an area of not more than 25m², and</p>	<p>Difference to SEPP: Delete “if the deck is not higher than 1m above ground level”. Comment: There is a need to ensure that a replacement deck is the same height as the existing deck being replaced;</p>

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<p>(c) not cause the total floor area of all such structures on the lot to be more than—</p> <p>(i) for a lot larger than 300m²—15% of the ground floor area of the dwelling on the lot, or</p> <p>(ii) for a lot 300m² or less—25m², and</p> <p>(d) not have an enclosing wall higher than 1.4m, and</p> <p>(e) be located—</p> <p>(i) if carried out in connection with farm experience premises or farm gate premises—more than 50m from a road, or</p> <p>(ii) otherwise—behind the building line of a road frontage, and</p> <p>(f) be located at a distance from each lot boundary of at least—</p> <p>(i) for development carried out in Zone RU1, RU2, RU3, RU4, RU6 or R5—5m, or</p> <p>(ii) for development carried out in any other zone—900mm, and</p> <p>(g) (Repealed)</p> <p>(h) to the extent it is comprised of metal components—be constructed of low reflective, factory pre-coloured materials, and</p> <p>(i) have a floor height not more than 1m above ground level (existing), and</p> <p>(i1) if it is a roofed structure—have a roof that does not overhang the structure by more than 600mm on each side,</p> <p>(j) if it is a roofed structure attached to a dwelling—not extend above the roof gutter line of the dwelling, and</p> <p>(j1) be no higher than 3m at its highest point above ground level (existing), and</p>	
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<p>(k) if it is connected to a fascia—be connected in accordance with a professional engineer’s specifications, and</p> <p>(l) be constructed or installed so that any roof water is disposed of into an existing stormwater drainage system, or, if no system exists in a manner that does not increase overland flow outside the boundaries of the property, and</p> <p>(m) not interfere with the functioning of existing drainage fixtures or flow paths, and</p> <p>(n) if it is located on bush fire prone land and is less than 5m from a dwelling—be constructed of non-combustible material. and</p> <p>() (Repealed)</p> <p>(2) The standards specified for the development specified in clause 2.11(b) are that the development must—</p> <p>(a) use equivalent or improved quality materials, and</p> <p>(b) not change the size or height of the existing deck.</p> <p>(3) Subclause (1)(h) does not apply to development carried out in connection with a building used for the purposes of farm stay accommodation, farm gate premises or farm experience premises.</p>	<p>Difference to SEPP: Add the words indicated. Comment: Many country towns/rural properties do not have formal stormwater systems.</p>
<p>Cabanas, cubby houses, ferneries, garden sheds, gazebos and greenhouses (Applicable to RU1; RU5; R5; E4; RE1; RE2)</p> <p>2.3 Specified development</p> <p>The construction or installation of a cabana, cubby house, fernery, garden shed, gazebo or greenhouse is development specified for this code if it is not constructed or installed on or in a heritage item or a draft heritage item, on land in a foreshore area or in an environmentally sensitive area.</p>	

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2.4 Development standards

- (1) The standards specified for that development are that the development must—
- (a) (Repealed)
 - (b) not have a floor area of more than—
 - (i) on land in Zone RU1, RU2, RU3, RU4, RU6 or R5—100m², or
 - (ii) on land in any other zone—50m², and
 - (c) be not higher than 3m above ground level (existing), and
 - (d) be located at a distance from each lot boundary of at least—
 - (i) for development carried out in Zone RU1, RU2, RU3, RU4, RU6 or R5—5m, or
 - (ii) for development carried out in any other zone—900mm, and
 - (e) if it is not on land in Zone RU1, RU2, RU3, RU4 or RU6—be located behind the building line of any road frontage, and
 - (f) not be a shipping container, and
 - (g) be constructed or installed so that roof water is disposed of without causing a nuisance to adjoining owners, or, if no system exists in a manner that does not increase overland flow outside the boundaries of the property, and
 - (h) to the extent it is comprised of metal components—be constructed of low reflective, factory pre-coloured materials if it is located on land in a residential zone, and
 - (i) if it is located on bush fire prone land and is less than 5m from a dwelling—be constructed of non-combustible material, and

Difference to SEPP: Change 50m² to 100m² in (i) and change 20m² to 50m² in (ii).

Comment: These are more realistic areas given that rural lot sizes are generally larger particularly in Gwydir Shire.

Difference to SEPP: Add the words indicated.
Comment: Many country towns/rural properties do not have formal stormwater systems.

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<ul style="list-style-type: none"> (j) if it is constructed or installed in a heritage conservation area or a draft heritage conservation area—be located in the rear yard, and (k) if it is located adjacent to another building—be located so that it does not interfere with the entry to, or exit from, or the fire safety measures contained within, that building, and (l) be a Class 10 building and not be habitable, and (m) be located at least 1m from any registered easement, and (n) in relation to a cabana—not be connected to water supply or sewerage services. (2) There must not be more than 2 developments per lot. 	
<p>Carports (Applicable to RU1; RU5; R5; E4; RE1; RE2)</p> <p>2.5 Specified development</p> <p>The construction or installation of a carport is development specified for this code if it is not constructed or installed on or in a heritage item or a draft heritage item or on land in a foreshore area. Carport means a roofed structure for the shelter of motor vehicles that has 2 or more sides open and not less than one-third of its perimeter open</p> <p>2.6 Development standards</p> <p>(1) The standards specified for that development are that the development must—</p> <ul style="list-style-type: none"> (a) not result in a building classified under the <i>Building Code of Australia</i> as class 7a, and (b) not have a floor area more than— <ul style="list-style-type: none"> (i) for a lot larger than 300m² in a rural zone or Zone R5—85m², or (iii) for a lot larger than 300m² in a zone other than a rural zone or Zone R5—25m², or 	<p>Difference to SEPP: Adds in the definition of Carport from Cl 1.5(1)a of the SEPP.</p> <p>Comment: Ensures consistency with the SEPP definition.</p> <p>Difference to SEPP: maximum size changed from 50m² to 85m².</p>

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<ul style="list-style-type: none"> (i) for a lot 300m² or less in any zone—20m², and (c) be not higher than 3m above ground level (existing) and, if attached to an existing single storey dwelling, be not higher than the roof gutter line, and (d) be located at least 1m behind the building line of any road frontage, and (e) be located at a distance from each lot boundary of at least— <ul style="list-style-type: none"> (i) for development carried out in Zone RU1, RU2, RU3, RU4, RU6 or R5—5m, or (ii) for development carried out in any other zone—900mm, and (f) (Repealed) (g) to the extent it is comprised of metal components—be constructed of low reflective, factory pre-coloured materials, and (h) not involve the construction of a new driveway or gutter crossing unless the consent of the relevant road authority for each opening of a public road required for the development has been obtained under the Roads Act 1993, and (i) be constructed or installed so that any roof water is disposed of into the existing stormwater drainage system, or, if no system exists in a manner that does not increase overland flow outside the boundaries of the property, and (j) if it is connected to a fascia—be connected in accordance with a professional engineer's specifications, and (k) (Repealed) (l) if it is located on bush fire prone land and is less than 5m from a dwelling—be constructed of non-combustible material, and 	<p>Comment: allows for larger size carports as exempt development.</p> <p>Difference to SEPP: Add the words indicated</p> <p>Comment: Many country towns/rural properties do not have formal stormwater systems.</p>
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Gwydir LEP revision – Planning Proposal Exempt Development

<p>(m) if it is constructed or installed in a heritage conservation area or a draft heritage conservation area—be located in the rear yard, and</p> <p>(n) be located so that it does not reduce vehicular access to, or parking or loading or unloading on, or from, the lot.</p> <p>Note. See the definition of carport in clause 1.5(1) that sets out additional requirements for carports.</p> <p>(2) The roof of the development must be located at least 500mm from each lot boundary.</p> <p>(3) There must not be more than 1 development—</p> <p>(a) per lot if there is a dwelling on the lot, or</p> <p>(b) per lot or per each separate occupation of premises on the lot, whichever is the greater, in any other case.</p>	<p>Difference to SEPP: words deleted from here and placed as part of Specified Development.</p> <p>Comment: to ensure compliance with the definition of Carport without need to include all of clause 1.5(1).</p>
<p>Subdivision 14 Driveways and hard stand spaces</p> <p>2.7 Specified development</p> <p>The following development is specified for this code if it is not constructed or installed on or in a heritage item or a draft heritage item, in a heritage conservation area or a draft heritage conservation area, on land in a foreshore area or in an environmentally sensitive area—</p> <p>(a) the construction or installation of a driveway associated with access to an open hard stand space, a carport, a loading bay or a garage,</p> <p>(b) the construction or installation of a hard stand space associated with a driveway, whether open or part of a carport.</p> <p>2.8 Development standards</p> <p>The standards specified for that development are that the development must—</p> <p>(a) be constructed or installed so that any surface water or runoff is disposed of by a drainage system that is connected to the existing stormwater drainage system. or, if no system</p>	

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<p>exists in a manner that does not increase overland flow outside the boundaries of the property, and</p> <p>(b) be constructed in accordance with AS/NZS 2890.1:2004, <i>Parking facilities, Part 1: Off-street car parking</i> or AS 2890.2:2018, <i>Parking facilities, Part 2: Off-street commercial vehicle facilities</i>, and</p> <p>(c) if the development is ancillary development to a dwelling—not require cut or fill more than 600mm below or above ground level (existing), and</p> <p>(d) if the development is not ancillary development to a dwelling—not require cut or fill more than 1m below or above ground level (existing), and</p> <p>(e) if the development is a driveway—</p> <p>(i) not be wider than the open hard stand space, carport or garage with which it is associated, and</p> <p>(ii) be constructed in accordance with the relevant road authority’s policy and specifications on vehicle and driveway crossings, and</p> <p>(i) be subject to written consent from the relevant roads authority (if required under section 138 of the Roads Act 1993) for the building of any kerb, crossover or driveway, and</p> <p>(f) if the development is a hard stand space—</p> <p>(i) measure at least 2.6m wide by 5.4m long, and</p> <p>(ii) have an area of not more than 20m², and</p> <p>(iii) if the development is ancillary to a dwelling—be located at least 1m behind the building line of any road frontage (other than a laneway) and at least 900mm from each side or rear boundary, and</p> <p>(iv) in any other case—be located clear of any required landscaped area, and</p>	<p>Difference to SEPP: Add the words indicated.</p> <p>Comment: Many country towns/rural properties do not have formal stormwater systems.</p>
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<p>(g) if the development is constructed or installed in a residential zone or rural zone—not result in the total area of all driveways or hard stand spaces, pathways and paved areas on the lot exceeding 15% of the area of the lot or 150m², whichever is the lesser, and</p> <p>(h) if constructed or installed in a residential zone—</p> <p>(i) if a lot has a width at the front building line of not more than 18m—have at least 25% of the area forward of the building line as landscaped area, and</p> <p>(ii) if a lot has a width at the front building line of more than 18m—have at least 50% of the area forward of the building line as landscaped area.</p>	
<p>Farm buildings (other than stock holding yards, grain silos and grain bunkers) (Applicable to RU1; RU5)</p> <p>2.9 Specified development</p> <p>The construction or installation of a farm building (other than a stock holding yard, grain silo or grain bunker) that is not used for habitable purposes is development specified for this code if it is—</p> <p>(a) constructed or installed on land in Zone RU1, RU2, RU3, RU4 or RU6, and</p> <p>(b) not constructed or installed on or in a heritage item or a draft heritage item or in an environmentally sensitive area, and</p> <p>(c) not constructed or installed on land shown on any relevant Procedures for Air Navigation Services—Aircraft Operations Map prepared by the operator of an aerodrome or airport operating within 2 kilometres of the proposed development and for which a PANS-OPS surface is identified that may compromise the effective and on-going operation of the relevant aerodrome or airport.</p>	

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<p>Note 1. <i>Farm building</i> is defined in the Standard Instrument as a structure the use of which is ancillary to an agricultural use of the landholding on which it is situated and includes a hay shed, stock holding yard, machinery shed, shearing shed, silo, storage tank, outbuilding or the like, but does not include a dwelling.</p> <p>Note 2. Subdivisions 16A and 16B make special provision for farm buildings that are stock holding yards, grain silos or grain bunkers.</p> <p>2.10 Development standards</p> <p>(1) The following standards are specified for that development—</p> <p>(a) the development must not be higher than—</p> <p>(i) for a landholding that has an area of less than 10ha—7m above ground level (existing), and</p> <p>(ii) for a landholding that has an area of 10ha to 200ha—10m above ground level (existing),</p> <p>(iii) for a landholding that has an area of greater than 200ha – no limit.</p> <p>(b) if the development is located on land that is identified for the purposes of an environmental planning instrument as “Land with scenic and landscape values” on a Scenic and Landscape Values Map or as “Scenic Protection Area” on a Scenic Protection Map or Scenic Protection Area Map—it must not be higher than 7m,</p> <p>(c) if the development—</p> <p>(i) is on a landholding that has an area of more than 4ha, and</p> <p>(ii) is on a landholding in relation to which the natural ground at any point within 100m of the ridgeline of any hill is at least 20m lower than the ridgeline, and</p> <p>(iii) is located within 100m of that ridgeline,</p>	<p>Difference to SEPP: Add the words indicated. Comment: For large properties, there is no need to limit building height provided suitable boundary setbacks are achieved.</p>
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it must be sited on the landholding so that the highest point of the development is at least 5m below that ridgeline,

(d) subject to paragraph (c), the footprint of a farm building must not exceed 500m²,

(e) the footprint of all farm buildings (other than grain bunkers) on a landholding must not exceed the footprint shown in the following table—

Landholding area	Maximum footprint of all farm buildings (other than grain bunkers)
0–4ha	2.5% of the area of the landholding
>4ha–10ha	1,000m ²
>10ha–200 ha	2,000m ²
>200ha–1000ha	4,000m ²
>1,000ha	10,000m ²

(f) the development must be located at least 20m from any road boundary and have a minimum setback from any other boundary as shown in the table to this paragraph—

Building footprint	Minimum setback from boundary
0–100m ²	10m
>100m ² –200m ²	50m
>200m ² – 500m ²	100m
>500m ²	200m

Difference to SEPP: Add the words indicated

Comment: For large properties, more generous footprint allowances can be provided.

Difference to SEPP: Add the words indicated

Comment: For larger building footprints, setbacks should be greater.

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<p>(g) a farm building must be located at least 6m from any other farm building (including any farm building that is a stock holding yard, grain silo or grain bunker) on the landholding or on an adjoining landholding,</p> <p>(h) the development must be located at least 50m from a waterbody (natural),</p> <p>(i) the development must be designed by, and constructed in accordance with the specifications of, a professional engineer,</p> <p>(j) if the development is a shipping container, there must not be more than the following number of shipping containers per landholding—</p> <p style="padding-left: 40px;">(i) for a landholding that has an area of less than 400ha—1,</p> <p style="padding-left: 40px;">(v) for a landholding that has an area of 400ha or more—5,</p> <p>(k) the development must not penetrate any obstacle limitation surface shown on any relevant Obstacle Limitation Surface Plan that has been prepared by the operator of an aerodrome or airport operating within 2 kilometers of the proposed development and reported to the Civil Aviation Safety Authority,</p> <p>(l) despite clause 2.30(a), excavation for the purposes of structural supports may exceed a depth of 600mm, measured from ground level (existing), unless the land is identified for the purposes of an environmental planning instrument as Class 1–5 on an Acid Sulfate Soils Map.</p> <p>(2) In this clause, footprint means the area of the ground surface occupied by a building, including the walls, footings and roofing of the building, and extending to the perimeter of the foundations and other means of structural support to the building, but does not include the area of access ramps, eaves and sunshade devices.</p> <p>Note 1. There are other existing legislative requirements relating to the clearance of power lines, substations and Obstacle Limitation Surfaces near airport flight paths.</p>	
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<p>Note 2. The consent of the appropriate roads authority is required under section 138 of the Roads Act 1993 for the carrying out of certain works in relation to roads, including the building of any crossover or creating road access.</p>	
<p>Grain silos and grain bunkers (Applicable in RU1)</p> <p>2.11 Specified development</p> <p>(1) The construction or installation of a farm building that is a grain silo or grain bunker that is not</p> <p>used for habitable purposes is development specified for this code if it is—</p> <p>(a) constructed or installed on land in Zone RU1, RU2 or RU6, and</p> <p>(b) used for the purpose of the storage of grain that has been produced on the landholding or an adjoining landholding subject to the storage of grain on an adjoining property being only in the event of an emergency or if the amount of grain exceeds the amount of grain that can be stored on the land on which it was produced, and</p> <p>(c) not constructed or installed on land shown on any relevant Procedures for Air Navigation Services—Aircraft Operations Map prepared by the operator of an aerodrome or airport operating within 2 kilometres of the proposed development and for which a PANS-OPS surface is identified that may compromise the effective and on-going operation of the relevant aerodrome or airport, and</p> <p>(d) in the case of development that has a footprint greater than 200m²—not carried out on unsewered land in the Sydney Drinking Water Catchment, if that development will result in a site disturbance area of more than 250m², and</p> <p>(e) not constructed or installed on or in a heritage item or a draft heritage item or in an environmentally sensitive area.</p>	<p>Difference to SEPP: Add the words highlighted.</p> <p>Comment: Minor aggregation is common and the added words ensure that grain produced on an adjoining property is only stored on the property storing the grain in a silo and/or bunker in the event of an emergency or the amount of grain produced on the adjoining property exceeding the amount of grain that can be stored on the adjoining property</p>

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<p>(2) In this clause, <i>footprint</i> means the area of the ground surface occupied by a building, including the walls, footings and roofing of the building, and extending to the perimeter of the foundations and other means of structural support to the building, but does not include the area of access ramps, eaves and sunshade devices.</p> <p>2.12 Development standards—general</p> <p>The following standards are specified for that development—</p> <p>(a) the development must not be constructed or installed on a landholding with an area of less than 40ha,</p> <p>(b) the development must be located at least 15m from any road boundary and at least 100m from any other boundary,</p> <p>(c) the development must be located at least 100m from any dwelling,</p> <p>(d) the development must be located at least 6m from any other farm building (including any farm building that is a stock holding yard) on the landholding or on an adjoining landholding,</p> <p>(e) the development must be located at least 50m from a waterbody (natural),</p> <p>(f) if the development—</p> <p>(i) is on a landholding in relation to which the natural ground at any point within 100m of the ridgeline of any hill is at least 20m lower than the ridgeline, and</p> <p>(ii) is located within 100m of that ridgeline,</p> <p>it must be sited on the landholding so that the highest point of the development is at least 5m below that ridgeline,</p> <p>(g) the development must not penetrate any obstacle limitation surface shown on any relevant Obstacle Limitation Surface Plan that has been prepared by the operator of an aerodrome or airport operating within 2 kilometres of the proposed development and reported to the Civil Aviation Safety Authority,</p>	
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<p>(h) if the development is located within 13km of an airfield or aerodrome—the development must be adequately sealed or protected to prevent the entry of wildlife,</p> <p>(i) despite clause 2.30(a), excavation for the purposes of structural supports may exceed a depth of 600mm, measured from ground level (existing), unless the land is identified for the purposes of an environmental planning instrument as Class 1–5 on an Acid Sulfate Soils Map.</p> <p>Note 1. There are other existing legislative requirements relating to the clearance of power lines and Obstacle Limitation Surfaces near airport flight paths.</p> <p>Note 2. The consent of the appropriate roads authority is required under section 138 of the Roads Act 1993 for the carrying out of certain works in relation to roads, including the building of any crossover or creating road access.</p> <p>2.13 Development standards—grain silos</p> <p>(1) The following additional standards are specified for that development if the development is a grain silo—</p> <p>(a) it must not be higher than—</p> <p>(i) in the case of a landholding that has an area of 40ha or more but less than 100ha—7m above ground level (existing), and</p> <p>(ii) in the case of a landholding that has an area of 100ha or more—15m above ground level (existing),</p> <p>(b) it must not have a footprint greater than 200m²,</p> <p>(c) it must not have a footprint that would result in the footprint of all farm buildings (other than grain bunkers) on the landholding exceeding the footprint shown in the following table—</p> <table border="1"> <thead> <tr> <th>Landholding area</th><th>Maximum footprint of all farm buildings (other than grain bunkers)</th></tr> </thead> <tbody> <tr> <td>0–4ha</td><td>2.5% of the area of the landholding</td></tr> </tbody> </table>	Landholding area	Maximum footprint of all farm buildings (other than grain bunkers)	0–4ha	2.5% of the area of the landholding	
Landholding area	Maximum footprint of all farm buildings (other than grain bunkers)				
0–4ha	2.5% of the area of the landholding				

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>4ha–10ha	1,000m ²	
>10ha-200 ha	2,000m ²	
>200ha-1000ha	4,000m ²	
>1,000ha	10,000m ²	
<p>(d) if the development is located on land that is identified for the purposes of an environmental planning instrument as “Land with scenic and landscape values” on a Scenic and Landscape Values Map or as “Scenic Protection Area” on a Scenic Protection Map or Scenic Protection Area Map—it must not be higher than 7m,</p> <p>(e) it must be constructed in accordance with the Code of Practice entitled “<i>Safety Aspects in the Design of Bulk Solids Containers Including Silos, Field Bins and Chaser Bins</i>” as published on the website SafeWork NSW and amended from time to time,</p> <p>(f) in the case of a grain silo that is sealed—it must be designed and sealed in accordance with sections 2 and 3 of AS 2628—2010, <i>Sealed grain-storage silos—Sealing requirements for insect control</i>,</p> <p>(g) it must not result in more than 5 silos being erected on a landholding.</p> <p>(2) In this clause, footprint means the surface area covered by a built structure that has either a roof or a floor installed as a fixture, or both, excluding the area of access ramps, eaves, sunshade devices, hard surfaces for parking or landscaping associated with the structure.</p> <p>2.14 Development standards—grain bunkers</p> <p>(1) The following additional standards are specified for that development if the development is a grain bunker—</p> <p>(a) it must not be higher than 7m above ground level (existing),</p>		
		<p>Difference to SEPP: Add the words indicated.</p> <p>Comment: For large properties, more generous footprint allowances can be provided.</p>

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<p>(b) it must not have a footprint that would result in the footprint of all grain bunkers on the landholding exceeding 7,000m², or 10,000m² if the property has an area in excess of 1,000ha.</p> <p>(c) if the development is located on land that is identified as “Land with scenic and landscape values” on a Scenic and Landscape Values Map or as “Scenic Protection Area” on a Scenic Protection Map or Scenic Protection Area Map—it must not have a footprint greater than 200m²,</p> <p>(d) any structural elements, including any wall or concrete floor slab, of the development must be constructed in accordance with the specifications of a professional engineer,</p> <p>(e) despite clause 2.30, it must not require cut or fill more than 1m below or above ground level (existing) and any cut or fill must only be carried out wholly within a 50m radius of the grain bunker,</p> <p>(f) it must not cause the redirection of the flow of any surface water or ground water or cause sediment to be transported onto an adjoining landholding,</p> <p>(g) it must be not be located over any registered easement, sewer main or water main.</p> <p>(2) In this clause, footprint means the area of the ground surface occupied by a building, including the walls, footings and roofing of the building, and extending to the perimeter of the foundations and other means of structural support to the building, excluding the area of access ramps, eaves and sunshade devices.</p> <p>Note 1. It is an offence to transport waste to a place other than an appropriate and lawful waste facility (see section 143 of the Protection of the Environment Operations Act 1997).</p> <p>Note 2. The consent of the appropriate roads authority is required under section 138 of the Roads Act 1993 for the carrying out of certain works in relation to roads, including the building of any crossover or creating road access.</p> <p>Note 3. Subdivision 15 of Division 1 of Part 2 contains additional requirements relating to earthworks.</p>	<p>Difference to SEPP: Add the words indicated. Comment: For large properties, more generous footprint allowances can be provided.</p>
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<p>Fences (Applicable in RU1; RU5; R5; E4; RE1; RE2)</p> <p>2.15 Specified development</p> <p>The construction or installation of a fence on land within Zone R1, R2, R3, R4 or RU5 is development specified for this code if it is not constructed or installed—</p> <ul style="list-style-type: none"> (a) on a lot, or along a common boundary of a lot, that contains a heritage item or a draft heritage item, or (b) along the boundary of, or within the setback area of, a primary or secondary road within a heritage conservation area or draft heritage conservation area, or (c) on a flood control lot, or <p>land that is identified as being in a foreshore area. Note. If the fence is a dividing fence, the Dividing Fences Act 1991 also applies.</p> <p>2.16 Development standards</p> <ul style="list-style-type: none"> (1) The standards specified for development specified in clause 2.33 are that the development must— <ul style="list-style-type: none"> (a) not be higher than 1.8m above ground level (existing), and (b) not be of masonry construction to a height that is more than 1.2m above ground level (existing), and (c) if it includes an entrance gate—not have a gate that opens outwards, unless the gate swing is wholly within private land, and (d) if it is located in a core koala habitat or potential koala habitat within the meaning of State Environmental Planning Policy No 44—Koala Habitat 	<p>Difference to SEPP: Add the words indicated.</p> <p>Comment: Provides more flexibility while achieving the same outcome.</p>
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<p>Protection or in a movement corridor used by koalas—be constructed or installed in accordance with any relevant council policy or guideline under that Policy, and</p> <ul style="list-style-type: none"> (e) if it is located on bush fire prone land—be constructed of non-combustible materials or hardwood, and (f) if it is constructed of metal components—be of low reflective, factory pre-coloured materials, and (g) not be an electrical fence or use barbed wire. <p>(2) Despite subclause (1), any fence located along the boundary of, or within the setback area to, a primary or secondary road must—</p> <ul style="list-style-type: none"> (a) not be more than 1.2m above ground level (existing); and (b) be open for at least 20% of the area of the fence that is more than 400mm above ground level (existing), with any individual solid element of the fence above this height being no more than 350mm in width with a minimum aperture of 25mm. <p>(3) If a lot has a frontage to a secondary road or roads, subclause (2) only applies to 50% of the length of all contiguous secondary road boundaries, measured from the corner with the primary road boundary. only applies in front of the building line to the primary frontage</p> <p>(4) Despite subclauses (1) and (2), if the fence is erected on a sloping site and stepped to accommodate the fall in the land—</p> <ul style="list-style-type: none"> (a) a fence that is required to be not more than 1.2m above ground level (existing), must not be more than 1.5m above ground level (existing) at each step, and (b) a fence that is required to be not more than 1.8m above ground level (existing), must not be more than 2.2m above ground level (existing) at each step. 	<p>Difference to SEPP: Delete the words indicated. Comment: This would preclude the construction of a brick fence despite it being permitted in Cl 2.34(1)(b).</p> <p>Difference to SEPP: Delete the words indicated. Comment: There is no need to limit the fencing height to 1.2m along the secondary road frontage.</p>
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AMENDMENT TO STATE ENVIRONMENTAL PLANNING POLICY (EXEMPT AND COMPLYING DEVELOPMENT CODES) 2008

Implementing the Planning Proposal will require amendment to clause 1.9(3) of the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 so that Schedule 2 of the Gwydir LEP 2013 prevails and is applicable for the development specified therein.

The proposed amendment to State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 is:

*Subclause (1) does not apply in relation to land in the Gwydir Local Government Area Despite subclause (1), if this Policy and **Gwydir Local Environmental Plan 2013** specify the same development as exempt development or complying development, then Schedule 2 of the Gwydir Local Environmental Plan applies to that development.*

PART 3 – JUSTIFICATION

NEED FOR PROPOSAL

This Planning Proposal is needed to amend the Gwydir LEP 2013 so that:

Clause 2.11(b) of SEPP 2008 is amended with the wording for “*Balconies, decks, patios, pergolas, terraces and verandahs*” so as to ensure that a replacement deck will be the same height as the existing/being replaced deck;

Clause 2.12(l) of SEPP 2008 is amended with the words “*or if no system exists in a manner that does not increase overland flow outside the boundaries of the property*”: because many country towns/rural properties do not have formal stormwater systems;

Clause 2.18 (1) (b) of SEPP 2008 is amended to have the references as follows: *(i) change 50m² to 100m² and in (ii) change 20m² to 50m²* because these areas are more realistic given that rural lot sizes are generally larger particularly in Gwydir Shire;

Clause 2.18 (1) (g) of SEPP2008 is amended by way of adding words “*or if no system exists in a manner that does not increase overland flow outside the boundaries of the property*”: because many country towns/rural properties do not have formal stormwater systems;

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Clause 2.19 of SEPP 2008 is amended to add in the definition of Carport as follows - “*Carport means a roofed structure for the shelter of motor vehicles that has 2 or more sides open and not less than one-third of its perimeter open*” - because this ensures consistency with the SEPP definition;

Clause 2.20 (1) (b) (1) of SEPP 2008 is amended from 50m² to 85m² to allow for larger carports as exempt development without any adverse impacts;

Clause 2.20 (1) (i) of SEPP 2008 is amended to add the words “*or if no system exists in a manner that does not increase overland flow outside the boundaries of the property*” because many country towns/rural properties do not have formal stormwater systems;

Clause 2.20 of SEPP 2008 is amended so that the Note after (n) - delete the reference “*See the definition of carport in clause 1.5 (1) that sets out additional requirements for carports*” because deleting these words from here and placing as part of specified development ensures compliance with the definition of carport without need to include all of clause currently in 1.5(1) of SEPP 2008;

Clause 2.28(a) of SEPP 2008 is amended to add the words “*or if no system exists in a manner that does not increase overland flow outside the boundaries of the property*” because many country towns/rural properties do not have formal stormwater systems;

Clause 2.32(a)(ii) of SEPP 2008 is if the amount of grain exceeds the amount that can be stored on the land on which it is produced;

The provisions for carports and driveways can be slightly relaxed so that more of these can be undertaken as exempt development. The outcomes of this would be consistent with the existing built environment and would lead to the reduction of un-needed demand for full development assessment processes to be implemented for these minor projects.

There is a need to amend clause 1.9(3) of the SEPP (Exempt and Complying Codes) 2008 to ensure that the contents of the Gwydir LEP 2013 Schedule prevails where the same development is referenced in both the Policy and the Plan.

Hence the following amendment to the SEPP is proposed.

Subclause (1) does not apply in relation to land in the Gwydir Local Government Area Despite subclause (1), if this Policy and *Gwydir Local Environmental Plan 2013* specify the same development as exempt development or complying development, then Schedule 2 of the Gwydir Local Environmental Plan applies to that development.

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RELATIONSHIP TO PLANNING FRAMEWORK

3. STRATEGIC PLANNING DOCUMENTS

New England North West Regional Plan 2041 and the Gwydir Community Strategic Plan 2017- 2027

The New England Northwest Regional Plan 2041 sets a 20-year strategic land use planning framework for the region, aiming to protect and enhance the region's assets and plan for a sustainable future. The narrative for Gwydir Shire contained in the Regional Plan includes reference to Gwydir's economic potential and relevantly states that:

Gwydir Shire LGA has a strong and growing economy based on agriculture and supports the 'Golden Triangle' around North Star, famous for its high yielding crops such as wheat, barley, sorghum, maize, chickpea peas, canola and cotton. Gwydir Shire Council promotes circular economy initiatives, by encouraging the re-use and recycling of materials within the agricultural industry. The LGA is located within the Namoi region, which is one of the main producers of poultry, lamb and beef in NSW. The Namoi Regional Job Precinct will strengthen Gwydir's economy, by identifying new locations that will support the growth of the agricultural industry.

The Gwydir Community Strategic Plan 2017-2027 recognises that agriculture is the primary land use and economic activity within Gwydir Shire. Livestock production dominates in the southern and central areas of the Shire, with the Shire producing prime beef, lamb and pork. The Shire has a collection of beef cattle and sheep properties with a number of renowned beef studs. Broadacre cropping is undertaken in the northern part of the Shire, with the main crops being wheat, sorghum and barley. Other crops include dryland cotton, other grains (oats, maize, triticale), hay and pasture seeds, pulses (chickpeas, field beans, mung beans, faba beans, lentils) and oilseeds (canola, soybeans and sunflowers).

The CSP also emphasises links with the Regional Plan and contains provisions which :

- Coordinate land use planning for future population growth, community need and regional economic development;
- Expand agribusiness and food processing sectors;
- Sustainably manage mineral resources;
- Enhance the diversity and strength of Central Business Districts and town centres;
- Coordinate the supply of well-located employment land;
- Support a diverse visitor economy;
- Understand, respect and integrate Aboriginal culture and heritage;

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- Support the aspirations of Aboriginal people and communities in local planning;
- Improve state and regional freight connectivity;
- Utilise emerging transport technology.

The Council's vision expressed in the community Strategic Plan is: *"to be the recognised leader in Local Government through continuous learning and sustainability". It is submitted that this leadership is enhanced by the rational revisions to exempt development - making some investments in the Shire more attractive and enabling more efficient and effective focus and use of limited planning staff resources.*

Council's priorities for the LGA relevantly include:

- continue to develop access and logistics infrastructure on appropriate sites to encourage new industry opportunities, throughout the region and also within the Namoi Regional Job Precinct;
- promote the development of employment lands, including those associated with the Namoi Regional Job Precinct
- encourage diversification in agriculture, horticulture and agribusiness to grow these sectors and harness domestic and international opportunities to attract a vibrant, youthful, flexible and mobile workforce

The Planning Proposal is consistent with the relevant provisions, objectives and actions in the New England Regional Plan and Gwydir Community Strategic Plan and takes forward some relevant actions contained therein.

Strategic Merit Conclusions

It is considered that the Planning Proposal has strategic merit and is justified in terms of:

The provision of development and related employment opportunities for Gwydir Shire and Wyallda in particular;

The proposed amendment is consistent with the planning policies and framework the New England North West Region as it advances regional planning priorities and strategic aims, particularly in relation to housing, villages, and development. In addition, it is consistent with the aims and intent of state environmental planning policies to minimise unnecessary development applications and ensure the most efficient and effective use of local government development assessment resources.

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SECTION 9.1 MINISTERIAL DIRECTIONS

The proposal is consistent with the Ministerial Directions issued under Section 9.1 of EPA Act 1979. Specifically:

1.1 Implementation of Regional Plans

The proposal is consistent with the New England North-West Regional Plan 2041 in that it facilitates economic growth and development by providing additional development paths that do not require a development application. In particular, it would facilitate on-farm development necessary to sustain and enhance agricultural production.

1.2 Development of Aboriginal Land Council Land

The land affected by this proposal is subject to this Direction. At the time of submission of this proposal no development delivery plan had been prepared for the land.

At the time of this submission, no interim development delivery plan applied to the land.

The proposal is therefore consistent with this direction.

1.3 Approval and Referral Requirements

No change to these provisions is proposed.

The proposal is therefore consistent with this direction.

1.4 Site Specific Provisions

No change to these provisions is proposed.

The proposal is therefore consistent with this direction.

1.5 Parramatta Road Corridor Urban Transformation Strategy

1.6 Implementation of North West Priority Growth Area Land Use and Infrastructure Implementation Plan

1.7 Implementation of Greater Parramatta Priority Growth Area Interim Land Use and Infrastructure Implementation Plan

1.8 Implementation of Wilton Priority Growth Area Interim Land Use and Infrastructure Implementation Plan

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- 1.9 Implementation of Glenfield to Macarthur Urban Renewal Corridor
- 1.10 Implementation of the Western Sydney Aerotropolis Plan
- 1.11 Implementation of Bayside West Precincts 2036 Plan
- 1.12 Implementation of Planning Principles for the Cooks Cove Precinct
- 1.13 Implementation of St Leonards and Crows Nest 2036 Plan
- 1.14 Implementation of Greater Macarthur 2040
- 1.15 Implementation of the Pyrmont Peninsula Place Strategy
- 1.16 North West Rail Link Corridor Strategy
- 1.17 Implementation of the Bays West Place Strategy
- 1.18 Implementation of the Macquarie Park Innovation Precinct
- 1.19 Implementation of the Westmead Place Strategy
- 1.20 Implementation of the Camellia-Rosehill Place Strategy
- 1.21 Implementation of South West Growth Area Structure Plan
- 1.22 Implementation of the Cherrybrook Station Place Strategy

N/A – None of these apply to the land

3.1 Conservation Zones

The proposal is consistent with this Direction as there is no change to standards applying to conservation zones.

3.2 Heritage Conservation

No change to heritage provisions is proposed, and existing heritage provisions would continue to operate over the land.

The proposal is therefore consistent with this direction.

3.3 Sydney Drinking Water Catchments

N/A - This direction does not apply to the land.

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3.4 Application of C2 and C3 Zones and Environmental Overlays in Far North Coast LEPs

N/A - This direction does not apply to the land.

3.5 Recreation Vehicle Areas

The planning proposal does not include any proposals for recreation vehicle areas.

The proposal is therefore consistent with this direction.

3.6 Strategic Conservation Planning

No land the subject of this proposal is identified as avoided land or a strategic conservation area under *State Environmental Planning Policy (Biodiversity and Conservation) 2021*.

The proposal is therefore consistent with this direction.

3.7 Public Bushland

N/A - This direction does not apply to the land.

3.8 Willandra Lakes Region

N/A - This direction does not apply to the land.

3.9 Sydney Harbour Foreshores and Waterways Area

N/A - This direction does not apply to the land.

3.10 Water Catchment Protection

The land is not within a regulated water supply catchment.

The proposal is therefore consistent with this direction.

4.1 Flooding

There is no change to the planning provisions relating to flood prone land.

The proposal is consistent with this Direction.

4.2 Coastal Management

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N/A - This direction does not apply to the land.

4.3 Planning for Bushfire Protection

The proposal does not affect the operation of Planning for Bushfire Protection, and would not increase bushfire risk in terms of habitable premises.

The proposal is therefore consistent with this direction.

4.4 Remediation of Contaminated Land

The land does not contain an investigation area within the meaning of the *Contaminated Land Management Act 1997*.

The land is not being used for, or known to have been used for, a use as outlined in Table 1.

The proposal is therefore consistent with this direction.

4.5 Acid Sulfate Soils

The land has not been identified as containing acid sulfate soils.

The proposal is therefore consistent with this direction.

4.6 Mine Subsidence and Unstable Land

The land is not contain a declared mine subsidence area.

The proposal is therefore consistent with this direction.

5.1 Integrating Land Use and Transport

The proposal does not involve any aspects of transport, but consists of minor extensions to exempt development.

The proposal is therefore consistent with this direction.

5.2 Reserving Land for Public Purposes

No rezonings creating or reducing a reservation zoning are part of this proposal.

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The proposal is therefore consistent with this direction.

5.3 Development Near Regulated Airports and Defense Airfields

The land does not include a regulated airport or defence airfield.

The proposal is therefore consistent with this direction.

5.4 Shooting Ranges

The proposal would not affect any shooting ranges, and would not increase vulnerable development in the vicinity of a shooting rang.

The proposal is therefore consistent with this direction.

6.1 Residential Zones

The proposal would facilitate a range of minor developments without the requirement for a development application. It would reduce approval requirements while not affecting local character.

The proposal is therefore consistent with this direction.

6.2 Caravan Parks and Manufactured Home Estates

The proposal does not include a caravan park or manufactured home estate.

The proposal is therefore consistent with this direction.

7.1 Employment Zones

The proposal would facilitate some forms of minor development within employment lands.

The proposal is therefore consistent with this direction.

7.2 Reduction in non-hosted short-term rental accommodation period

N/A - This direction does not apply to the land.

7.3 Commercial and Retail Development along the Pacific Highway, North Coast

N/A - This direction does not apply to the land.

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8.1 Mining, Petroleum Production and Extractive Industries

The proposal would neither prohibit or restrict access to regional significant reserves.

The proposal is therefore consistent with this direction.

9.1 Rural Zones

The proposal does not propose to rezone land to a residential zone

The proposal is therefore consistent with this direction.

9.2 Rural Lands

The proposal is consistent with this direction in that it is consistent with an applicable regional plan.

Agriculture has been considered and the proposal will facilitate minor development which supports agriculture

There is no negative impact on native vegetation, biodiversity, cultural heritage or water resources.

The natural attributes of the land have been considered, and would not be detrimentally affected by the proposal.

There is no proposal to require development consent for most normal farming activities.

The proposal is therefore consistent with this direction.

9.3 Oyster Aquaculture

The land is not oyster growing land.

The proposal is therefore consistent with this direction.

9.4 Farmland of State and Regional Significance on the NSW Far North Coast

N/A - This direction does not apply to the land.

DCP

There is no DCP for Gwydir Shire. The proposal is consistent with the strategic plans for Bingara and Wyallda in that facilitation of minor development would not detrimentally affect local character.

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Gwydir LEP revision – Planning Proposal Exempt Development

STATE ENVIRONMENTAL PLANNING POLICIES

A review of the current SEPPs has been undertaken as set out in the Table below. Relevant SEPPs are discussed following the Table.

Table – Relevance of SEPPs to the proposal

SEPP	Relevant? (Y/N)
SEPP (Biodiversity and Conservation) 2021	Y (Issue of koala habitat is relevant as is identification of lands of biodiversity). In practice, however the proposed changes would not impact on koala habitat.
SEPP (Building Sustainability Index: BASIX) 2004	N (Not relevant to the changes in this proposal)
SEPP (Exempt and Complying Development Codes) 2008	Y (this proposal provides additional flexibility over and above the SEPP. It does not affect underlying permissibility of land use types)
SEPP (Housing) 2021	N (the proposal does not change permissibility with respect to housing.)
SEPP (Industry and Employment) 2021	N (No relevant provisions)
SEPP No 65 – Design Quality of Residential Apartment Development	N (the proposal does not change permissibility with respect to housing).
SEPP (Planning Systems) 2021	N (proposal is not affected by this SEPP)
SEPP (Precincts – Central River City) 2021	N – (The subject land is not within the precinct)
SEPP (Precincts – Eastern Harbour City) 2021	N – (The subject land is not within the precinct)
SEPP (Precincts – Regional) 2021	N – (The subject land is not within the precinct)

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SEPP	Relevant? (Y/N)
SEPP (Precincts – Western Parkland City) 2021	N – (The subject land is not within the precinct)
SEPP (Primary Production) 2021	Y – (the proposal does not directly affect primary production although it does facilitate minor works which would support agriculture).
SEPP (Resilience and Hazards) 2021	Y – (The land is not in a coastal area, nor is it exposed to potential or actual hazardous or offensive development. The land is contaminated).
SEPP (Resources and Energy) 2021	N – (The proposal is not for, nor does it have any implications for extractive industry, mining and the like)
SEPP (Sustainable Buildings) 2021	N – (the requirements of this SEPP would not be affected by the proposal)
SEPP (Transport and Infrastructure) 2021	N – (the requirements of this SEPP would not be affected by the proposal)

ENVIRONMENTAL, SOCIAL, and ECONOMIC IMPACT

ENVIRONMENTAL IMPACT

The proposal seeks to facilitate minor additional development of the types included in SEPP (Exempt and Complying Development Codes) 2008. In this respect, there would be no significant environmental impacts associated with the proposal.

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Gwydir LEP revision – Planning Proposal Exempt Development

SOCIAL and ECONOMIC IMPACT

The proposal would facilitate minor developments, including developments that would support the agricultural sector without having to gain formal approvals and therefore have some economic benefits. No adverse social impacts are anticipated.

GOVERNMENT INTERESTS

The proposal would enable more efficient and expeditious assessment of developments requiring formal assessment by Gwydir Shire council by releasing resources from assessing non-adverse impacting development but would not affect State Government interests.

PART 4 – MAPPING

There is no mapping associated with this proposal.

PART 5 – COMMUNITY CONSULTATION

General Consultation

Gwydir Shire Council will publicly exhibit the Planning Proposal in accordance with the requirements of Schedule 1, Clause 4 of the Environmental Planning and Assessment Act 1979. The exhibition will also comply with any other requirements determined by the Gateway determination under Section 3.34 of the Environmental Planning and Assessment Act 1979.

PART 6 – SCHEDULE / TIMELINES

PROJECT PROGRAM

PLANNING PROPOSAL TIMELINES

The following timelines are proposed:

ITEM	DATE
Community Consultation (28 days – Minor Proposal)	February 2025
Assessment and Reporting to Council	April 2025
Making of the Plan	May 2025

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Gwydir LEP revision – Planning Proposal Exempt Development

- END OF DOCUMENT -

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Gwydir Shire Council

From: John & Anna Capel <[REDACTED]>
Sent: Wednesday, 9 October 2024 5:52 PM
To: Gwydir Mail <mail@gwydir.nsw.gov.au>
Subject: Planning Proposal Gwydir Shire. Minor Revisions to LEP. Revision 2.0

Attn Planning Dept

Re: Subdivision 17 Fences (certain residential zones & Zone RU5.
2.34 Development Standards 2(b)

To delete 2.34 2(b) is to remove a safety feature of a dividing fence for foot traffic, especially children, when backing out of one's driveway.

Anna Capel
(02) [REDACTED]

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Gwydir Shire Council



Gwydir Shire Council
Locked Bag 5
BINGARA NSW 2404

Your reference: (REF-3256) PP-2024-881
Our reference: SPI20241028000226

ATTENTION: Patsy Cox

Date: Monday 18 November 2024

Dear Sir/Madam,

**Strategic Planning Instrument
LEP Amendment
Gwydir Local Environmental Plan 2013 - Housekeeping Amendments**

I refer to your correspondence dated 25/10/2024 inviting the NSW Rural Fire Service (NSW RFS) to comment on the above Strategic Planning document.

The NSW RFS has considered the information submitted and subsequently raise no concerns or issues in relation to bush fire.

For any queries regarding this correspondence, please contact Alan Bawden on 1300 NSW RFS.

Yours sincerely,

Anna Jones
**Manager Planning & Environment Services
Built & Natural Environment**

1

Postal address

NSW Rural Fire Service
Locked Bag 17
GRANVILLE NSW 2142

Street address

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

T (02) 8741 5555
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Gwydir Shire Council



Department of Planning, Housing and Infrastructure

Max Eastcott
General Manager
Gwydir Shire Council
Locked Bag 5
BINGARA NSW 2404

Our ref: IRF24/952

Via email: saul.standerwick@gwydir.nsw.gov.au
mail@gwydir.nsw.gov.au

Dear Mr Eastcott

Planning proposal PP-2023-881 to amend Gwydir Local Environmental Plan 2013

I am writing in response to the planning proposal you have forwarded to the Minister under section 3.34(1) of the *Environmental Planning and Assessment Act 1979* (the Act) in respect of the planning proposal to introduce exempt development provisions to Schedule 2 of the Gwydir LEP 2013.

As delegate of the Minister for Planning and Public Spaces, I have determined that the planning proposal should proceed subject to the conditions in the enclosed gateway determination.

I have also agreed, as delegate of the Secretary, the inconsistency of the planning proposal with applicable directions of the Minister under section 9.1 of the Act 1.1 Implementation of Regional Plans, 3.1 Conservation Zones, 3.2 Heritage Conservation, 4.1 Flooding, 4.4 Remediation of Contaminated Land, 5.1 Integrating Land Use and Transport, 6.1 Residential Zones and 9.2 Rural Lands is justified in accordance with the terms of the Directions.

Council will need to obtain the agreement of the Secretary to comply with the requirements of relevant applicable directions of the Minister under section 9.1 of the Act 4.3 Planning for Bushfire Protection.

I have determined not to authorise Council to be the local plan-making authority because the planning proposal involves the amendment of a State Environmental Planning Policy.

The amending local environmental plan (LEP) is to be finalised six months from the date of the Gateway determination. Council should aim to commence the exhibition of the planning proposal as soon as possible. Council's request for the Department of Planning, Housing and Infrastructure to draft and finalise the LEP should be made eight weeks in advance of the date the LEP is projected to be made.

The NSW Government has committed to reduce the time taken to complete LEPs. To meet these commitments, the Minister may appoint an alternate planning proposal authority if Council does not meet the timeframes outlined in the gateway determination.

The Department's categorisation of planning proposals in the *Local Environmental Plan Making Guideline* (Department of Planning, Housing and Infrastructure, August 2023) is supported by category specific timeframes for satisfaction of conditions and authority and Government agency referrals, consultation, and responses. Compliance with milestones will be monitored by the Department to ensure planning proposals are progressing as required.

Hunter and Northern Region | Noel Park House, 155-157 Marius Street, Tamworth, NSW, 2340 | PO Box 949 Tamworth NSW 2340 | planning.nsw.gov.au

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Should you have any enquiries about this matter, I have arranged for Georgia Weallans to assist you. Ms Weallans can be contacted on 5778 1413.

Yours sincerely



05/06/2024

Jeremy Gray
Director Hunter and Northern Region
Local and Regional Planning

Encl: Gateway determination

13 March 2025 - Planning Workshop**Gwydir Shire Council****2.4 Community Participation Plan****File Reference:** NA**Delivery Program****Goal:** 1. A healthy and cohesive community**Outcome:** 1.1 We have healthy and inviting spaces and places**Strategy:** 1.1.3 Provide the right places, spaces and activities**Author:** Angus Witherby, Planning Services Contractor**STAFF DISCLOSURE OF INTEREST** Nil**IN BRIEF/SUMMARY RECOMMENDATION**

This report recommends a change to Council's Community Participation Plan to help improve processing times for minor applications.

TABLED ITEMS Nil**BACKGROUND**

Council's Community Participation Plan (CPP) sets out Council's policy in engaging with the community. As part of this, notification requirements for development applications (DAs) are outlined. At the present time, all DAs or amendments to DAs are notified to adjoining and nearby properties. This process takes a minimum of three weeks, from identification of properties, preparation of correspondence, mailing out, and providing two weeks for responses.

Notification is important when development is likely to cause a potential detriment to neighbours, however there are many cases where notification adds little if anything to the assessment process. This includes:

- Applications where the development is not visible or readily visible from a neighbouring property.
- Applications where the development is very minor, e.g. a carport or small shed.
- Modifications to applications where there is no change or minimal change in the effective impacts.

Now, the only development excluded from Notification is development approved by private certifiers and exempt development under the Exempt and Complying Development Codes environmental planning policy. (Section 2.6 of the CPP).

Notification for "typical" DAs is 14 days with more complex ones having a 28-day period (Section 3.7 of the CPP). Council notifies all adjoining landholders and may notify more widely if a development may have wider impacts.

PROPOSED CHANGES

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The table below (Section 3.14 of the CPP) sets out Type A development, being that of minor significance (left column), together with suggested changes (right column):

Current 14 Day notification	Proposed for no notification, unless decided otherwise under delegation
Dwelling houses, alterations and additions, swimming pools or ancillary structures up to two storeys	Single story dwelling houses; alterations and additions to dwellings and outbuildings; ancillary structures (eg pergolas, garden sheds, swimming pools, landscape features and the like)
Secondary dwellings	No change
Dual occupancies	No change
Attached dwellings (less than 8 dwellings)	No change
Boarding houses (less than 10 lodgers)	No change
Group homes (less than 10 lodgers)	No change
Hostels (less than 10 lodgers)	No change
Multi-dwelling housing (less than 8 dwellings)	No change
Residential flat buildings (less than 8 dwellings)	No change
Seniors Housing (less than 8 beds or 8 dwellings)	No change
Shop top housing (no more than two dwellings)	No change
Farm building not considered to be exempt development	No change
Change of use that may impact adjoining properties	Change of use where there is no likelihood of significant additional impact to adjoining properties" or similar
	Any development which is not visible from an adjoining property
	Carports not protruding in front of a dwelling, and 900mm or more from a side boundary
	Outbuildings not being exempt development, that have a wall height of 3.1m or less, a roof pitch of less than 30 degrees, and which have a wall not less than 900mm from a side or rear boundary, and which are no more than 7m long against that boundary.
Any other development not subject to larger scale development notification and advertising and where, in the opinion of the delegated Council officer, it is likely to impact residential properties	No change

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In addition, where notification is considered appropriate, this need not automatically include all adjoining owners.

Below is information on modification (Section 3.16 of the CCP) of applications, again with existing and proposed provisions:

Type of Modification	Proposed for no notification or reduced notification unless decided otherwise under delegation
Modifications involving minor error, mis-description or miscalculation (currently no notification)	No Change
Modifications involving minimal environmental impacts (currently 14 days notification)	Modifications involving minimal environmental impacts
Other modifications, including applications which cause increased environmental impact (currently 21 days notification)	Reduce to 14 days notification
	Modifications to an existing development where the impacts of the change are minor or an improvement

COMMENT

The above suggestions look to strike a balance between the interests of neighbours and a more efficient development assessment system. The key principle is that the notifications would be now more closely aligned with exempt and complying development. Dwellings and duplexes can already be built under SEPP (Exempt and Complying Development Codes) and the changes proposed would bring dwellings not falling within the Code under the same approach. Often people will choose a DA rather than a code compliant approach because of the costs and difficulties of getting private certifiers who would have to come from Tamworth, at the nearest.

OFFICER RECOMMENDATION

THAT Council resolve to exhibit the proposed changes to the Community Participation Plan for 28 days to seek public comment and that the changes be then adopted if no objections are received or be brought back to Council for its consideration if any objections are received.

ATTACHMENTS

Nil

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2.5 Rural workers' dwellings**File Reference:** NA**Delivery Program****Goal:** 2. Building the business base**Outcome:** 2.1 Our economy is growing and supported**Strategy:** 2.2.1 Increase the range of opportunities to work locally**Author:** Angus Witherby, Planning Services Contractor**STAFF DISCLOSURE OF INTEREST** Nil**IN BRIEF/SUMMARY RECOMMENDATION**

This report recommends that Council adopts a draft Planning Proposal for increasing the range of worker's accommodation permissible in rural areas of the Shire, as well as refine the definitions around rural worker's dwellings.

TABLED ITEMS Nil**BACKGROUND**

There are increasing issues with agricultural producers needing more flexibility in worker accommodation. This, together with regional infrastructure projects such as Inland Rail, solar energy and the like creates a need for increased opportunities for and flexibility in worker's accommodation.

A draft planning proposal has been prepared to increase the types of worker's accommodation that can be undertaken. In addition, it has been necessary to review the current provisions around rural worker's dwellings to make sure the two uses fit together properly.

If Council supports the proposal, it will then go to the NSW Department of Planning for a Gateway Determination. This outlines any additional work that the Department would require before a public exhibition, as well as setting out how long an exhibition would need to be for.

Following compliance with any Departmental conditions, the proposal would be advertised, and then brought back to Council for consideration, together with any submissions.

If finally adopted, the proposal then returns to the Department for gazettal.

PROPOSED CHANGES

The exhibited draft Planning Proposal is set out in the Attachment to this report which also sets out the reasoning behind the changes.

COMMENT

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There is a need for increased flexibility around worker's accommodation and rural workers' dwellings.

This would support both the agricultural sector, but also extractive resources, infrastructure and the like.

The changes are proposed after considering current adopted and draft policy of the Department of Planning.

OFFICER RECOMMENDATION

THAT the Council resolve to adopt the draft Planning Proposal Attached and forward to the Department of Planning for Gazettal.

ATTACHMENTS

1. Rural Workers Attachment [2.5.1 - 16 pages]

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Gwydir Shire Council



AWTM Pty Ltd ATF Witherby Family Trust (ABN 50 285 185 541) T/A Wakefield Planning
E: admin@wakefieldplanning.com.au
W: www.wakefieldplanning.com.au

Planning Proposal

Gwydir Shire

Amendments to the Gwydir Local Environmental Plan 2013 to provide for Permanent and Temporary Workers Accommodation

Revision 2.2

Client: Gwydir Shire Council

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Gwydir Shire Council

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2.2	For further Council review	15/12/2024

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This report has been prepared to inform the Client about particular matters. Use of material herein for any other purpose is at the end-user's own risk. The information contained in this report is to the best of Wakefield Planning's knowledge true and correct. Every effort has been made to ensure its accuracy; however, to the extent permitted at law, Wakefield Planning does not accept responsibility for any loss, injury or damage arising from the use of such information.

Principal Author Certification

I certify that I have prepared the contents of this Report and to the best of my knowledge:

- The information contained in this Report is neither false nor misleading; and
- It contains all relevant available information that is current at the time of release.

Life Fellow Planning Institute of Australia
BA Hons Urban and Regional Planning

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Gwydir Shire Council

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INTRODUCTION

The operations and productivity of agriculture and other key economic sectors – including some development/construction projects - in Gwydir Shire rely significantly on adequacy of permanent and temporary workers for whom accommodation is needed.

PART 1 – OBJECTIVES AND INTENDED OUTCOMES

PROPOSAL OBJECTIVES

Objective 1: To amend the Gwydir Local Environmental Plan 2013 (Gwydir LEP 2013) to provide for permissibility and related local planning provisions for temporary workers' accommodation developments which are vital to support the economic importance and employment recruitment for agriculture and other economic sectors in the Shire,

Objective 2: To ensure that the provision of accommodation for temporary workers is based upon sound planning provisions and development standards.

Objective 3: To make consequential changes to the clause related to rural worker's dwellings to refer to permanent rural workers and to introduce consistent criteria.

Intended Outcomes

The intended outcomes of the proposed changes are as follows:

1. A clear and rigorous framework of local planning provisions for well-planned temporary workers' accommodation and rural workers dwellings for permanent workers which is crucial to enable adequate levels of workers to support the optimum production in agriculture and other relevant local industries and construction projects in Gwydir Shire and adjacent LGAs;
2. To develop the amendments of the Gwydir LEP 2013 for temporary workers' accommodation giving consideration to the Temporary and Seasonal Workers' Accommodation Draft guideline (August 2023), the Explanation of Intended Effect – Temporary Workers' Accommodation (August 2023); and the Frequently asked questions: Temporary and Seasonal Workers' Accommodation Toolkit (August 2023).
3. To facilitate mining, energy, transport and other infrastructure to support more employment opportunities with minimal external impacts.

PART 2 – EXPLANATION OF PROVISIONS

SUMMARY OF CHANGES

To add provisions relating to temporary workers accommodation, and to amend the provisions for rural workers dwellings in the RU1 zone to align with the proposed additional provisions.

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1. Definition

It is proposed to include the following definition for Temporary Workers Accommodation in the proposed clause within the Gwydir LEP 2013:

Temporary workers' accommodation means any habitable buildings and/or moveable dwellings and associated amenities erected or altered for the purpose of providing temporary accommodation for persons employed or contracted to work for the purpose of, but not limited to: agriculture, rural, mining and extractive industries or infrastructure works.

This definition was developed after consideration of the Explanation of Intended Effects which was exhibited in August 2023. It proposes some minor variations to improve clarity.

It is proposed that this definition be autonomous and not be proposed as a sub-set of residential accommodation.

2. Zone Applicability

The Proposal is to make the permissibility of temporary workers accommodation apply to the RU1 Primary Production zone. The objectives of this zone are:

Zone RU1: Primary Production

1) Objectives of zone

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To encourage diversity in primary industry enterprises and systems appropriate for the area.
- To minimise the fragmentation and alienation of resource lands.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.

The proposed clauses are consistent with these objectives in that they would facilitate appropriate accommodation to support these uses and objectives.

3. Proposed Clause – Temporary Workers Accommodation

It is proposed to amend the Gwydir LEP 2013 by the addition of a clause in Part 6 – Additional Local Provisions as follows:

6.6 Erection of temporary workers' accommodation

(1) This clause applies to land in Zone RU1 – Primary Production

(2) The objectives of this clause are -

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- a) *to ensure the provision of adequate accommodation for temporary employees of existing established agricultural or rural industries, including but not limited to seasonal workers; and*
 - b) *provide for worker's camps for construction projects including but not limited to mining or extractive industries and infrastructure developments.*
- (3) *Notwithstanding the any other provisions of this plan, temporary worker's accommodation is permissible with consent.*
- (4) *Development consent must not be granted for the erection of temporary worker's accommodation unless the consent authority is satisfied that—*
- a) *the accommodation, if not on the land the subject of the use, industry or development, is in reasonable proximity to the land where the workers would be working; and*
 - b) *there is a demonstrated need for the accommodation; and*
 - c) *the accommodation would not impair the existing, approved, planned or future use for agricultural and rural industries of the land on which the accommodation is provided, and*
 - d) *the development of temporary workers' accommodation is in a location that would provide safe and reasonable access to their place of employment, and*
 - e) *The proposed temporary workers' accommodation would not have adverse impacts of the scenic and environmental values on the land on which the accommodation would be located, or on land in proximity of the land on which the accommodation would be located, and*
 - f) *There is demonstrated capacity within existing or proposed infrastructure (including but not limited to access, water, sewer and stormwater and electricity) to service the accommodation, and*
 - g) *Adequate provisions would be made to decommission or re-purpose the accommodation when it is no longer necessary.*
- (5) *For the purposes of this clause -*
- a) **Temporary workers' accommodation** *means any habitable buildings and/or moveable dwellings and associated amenities erected or altered for the purpose of providing temporary accommodation for persons employed or contracted to work for the purpose of, but not limited to: agriculture, rural, mining and extractive industries or infrastructure works.*
 - b) *the land means land within a single ownership; and*
 - c) *the land on which the accommodation is proposed to be located need not be in the same ownership, nor within the same local government area as the land on which the workers would be working.*

This proposed clause would provide clarity as to how temporary workers' accommodation can be enabled to support the local economy with sound planning requirements.

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4. Proposed Clause Amendment – Rural Worker’s Dwellings

It is proposed to amend Clause 4.2D in the Gwydir LEP 2013 as follows (amendments highlighted) so as to distinguish between permanent rural worker’s accommodation and temporary worker’s accommodation.

4.2D Erection of rural workers’ dwellings in Zone RU1

- 1) *The objective of this clause is to ensure the provision of adequate accommodation for permanent employees of existing agricultural or rural industries.*
- 2) *This clause applies to land in Zone RU1 Primary Production*
- 3) *Development consent must not be granted to the erection of a rural workers’ dwelling on land to which this clause applies, unless the consent authority is satisfied that:*
 - a) *the development will be on the same lot as an existing lawfully erected dwelling house, and*
 - b) *the development will not impair the existing, approved, planned and future uses of the land for agriculture or rural industries, and*
 - c) *the agriculture or rural industry being carried out on the land has a demonstrated economic capacity to support the ongoing employment of rural workers, and*
 - d) *the development is necessary considering the nature of the agriculture or rural industry land use lawfully occurring on the land or as a result of the remote or isolated location of the land, and*
 - e) *the proposed temporary workers’ accommodation would not have adverse impacts of the scenic and environmental values on the land on which the development will be carried out, or on land in proximity of the land on which the development will be carried out, and*
 - f) *there is demonstrated capacity within existing or proposed infrastructure (including but not limited to access, water, sewer and stormwater and electricity) to service the development.*

The proposed amendments to this clause provide clarity that rural workers dwellings are for permanent workers and that there are no adverse implications for the existing, approved, planned or future uses of land on which a rural workers’ dwelling is proposed to be located.

PART 3 - JUSTIFICATION

NEED FOR PROPOSAL

The Planning Proposal is needed to ensure that the prominent sectors for the economy and employment provision in Gwydir are supported by temporary workers and that adequate accommodation can be provided for these workers – subject to the Council, as Consent Authority, being satisfied that appropriate planning controls are being met.

RELATIONSHIP TO THE PLANNING FRAMEWORK

SECTION 9.1 MINISTERIAL DIRECTIONS

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Ministerial Direction	Response
Implementation of Regional Plans The objective of this direction is to give legal effect to the vision, land use strategy, goals, directions and actions contained in Regional Plans.	See response to the Regional Plan, below
1.2 Development of Aboriginal Land Council land The objective of this direction is to provide for the consideration of development delivery plans prepared under chapter 3 of the State Environmental Planning Policy (Planning Systems) 2021 when planning proposals are prepared by a planning proposal authority.	Not relevant to this Planning Proposal
1.3 Approval and Referral Requirements The objective of this direction is to ensure that LEP provisions encourage the efficient and appropriate assessment of development.	This is given effect in the Planning Proposal
1.4 Site Specific Provisions Objective The objective of this direction is to discourage unnecessarily restrictive site-specific planning controls.	No site-specific provisions are proposed
1.4A Exclusion of Development Standards from Variation The objective of this direction is to maintain flexibility in the application of development standards by ensuring that exclusions from the application of clause 4.6 of a Standard Instrument Local Environmental Plan (Standard Instrument LEP) or an equivalent provision of any other environmental planning instrument, are only applied in limited circumstances.	No exclusion of Development Standards is proposed.
Directions 1.5 through 1.22. Place-based strategies.	Not relevant.
3.1 Conservation Zones The objective of this direction is to protect and conserve environmentally sensitive areas.	This is satisfied by the proposed sub-clause 6.6 (f) in this Planning Proposal
3.2 Heritage Conservation The objective of this direction is to conserve items, areas, objects and places of environmental heritage significance and indigenous heritage significance.	This is satisfied by the proposed Clause 6.6 (f) in this Planning Proposal
Directions 3.3 to 3.5.	None relevant.
3.6 Strategic Conservation Planning The objective of this direction is to protect, conserve or enhance areas with high biodiversity value.	This is satisfied by the proposed sub-clause 6.6 (f) this Planning Proposal
Directions 3.7 to 3.9.	None relevant.

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3.10 Water Catchment Protection The objectives of this direction are to: (a) maintain and improve the water quality (including ground water) and flows of natural waterbodies, and reduce urban run-off and stormwater pollution (b) protect and improve the hydrological, ecological and geomorphological processes of natural waterbodies and their connectivity (c) protect and enhance the environmental quality of water catchments by managing them in an ecologically sustainable manner, for the benefit of all users (d) protect, maintain and rehabilitate watercourses, wetlands, riparian lands and their vegetation and ecological connectivity.	These provisions are given effect by Clause 6.6 in the Planning Proposal
4.1 Flooding The objectives of this direction are to: (a) ensure that development of flood prone land is consistent with the NSW Government's Flood Prone Land Policy and the principles of the Floodplain Development Manual 2005, and (b) ensure that the provisions of an LEP that apply to flood prone land are commensurate with flood behaviour and includes consideration of the potential flood impacts both on and off the subject land.	These provisions are given effect by Clause 6.6 in the Planning Proposal
4.2 Coastal Management The objective of this direction is to protect and manage coastal areas of NSW.	Not relevant
4.3 Planning for Bushfire Protection The objectives of this direction are to: (a) protect life, property and the environment from bush fire hazards, by discouraging the establishment of incompatible land uses in bush fire prone areas, and (b) encourage sound management of bush fire prone areas.	These provisions are given effect by Clause 6.6 in the Planning Proposal
4.4 Remediation of Contaminated Land The objective of this direction is to reduce the risk of harm to human health and the environment by ensuring that contamination and remediation are considered by planning proposal authorities.	These provisions are given effect by Clause 6.6 in the Planning Proposal
4.5 Acid Sulfate Soils The objective of this direction is to avoid significant adverse environmental impacts from the use of land that has a probability of containing acid sulfate soils.	These provisions are given effect by Clause 6.6 in the Planning Proposal

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4.6 Mine Subsidence and Unstable Land The objective of this direction is to prevent damage to life, property and the environment on land identified as unstable or potentially subject to mine subsidence.	These provisions are given effect by Clause 6.6 in the Planning Proposal
5.1 Integrating Land Use and Transport The objective of this direction is to ensure that urban structures, building forms, land use locations, development designs, subdivision and street layouts achieve the following planning objectives: (a) improving access to housing, jobs and services by walking, cycling and public transport, and (b) increasing the choice of available transport and reducing dependence on cars, and (c) reducing travel demand including the number of trips generated by development and the distances travelled, especially by car, and (d) supporting the efficient and viable operation of public transport services, and (e) providing for the efficient movement of freight.	These provisions are given effect by Clause 6.6 in the Planning Proposal
5.2 Reserving Land for Public Purposes Objectives The objectives of this direction are to: (a) facilitate the provision of public services and facilities by reserving land for public purposes, and (b) facilitate the removal of reservations of land for public purposes where the land is no longer required for acquisition.	Not relevant
5.3 Development Near Regulated Airports and Defence Airfields The objectives of this direction are to: (a) ensure the effective and safe operation of regulated airports and defence airfields; (b) ensure that their operation is not compromised by development that constitutes an obstruction, hazard or potential hazard to aircraft flying in the vicinity; and (c) ensure development, if situated on noise sensitive land, incorporates appropriate mitigation measures so that the development is not adversely affected by aircraft noise.	These provisions are given effect by Clause 6.6 in the Planning Proposal
5.4 Shooting Ranges The objectives are to:	These provisions are given effect by Clause 6.6 in the Planning Proposal

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(a) maintain appropriate levels of public safety and amenity when rezoning land adjacent to an existing shooting range, (b) reduce land use conflict arising between existing shooting ranges and rezoning of adjacent land, (c) identify issues that must be addressed when giving consideration to rezoning land adjacent to an existing shooting range.	
6.1 Residential Zones The objectives of this direction are to: (a) encourage a variety and choice of housing types to provide for existing and future housing needs, (b) make efficient use of existing infrastructure and services and ensure that new housing has appropriate access to infrastructure and services, and (c) minimise the impact of residential development on the environment and resource lands.	Not relevant to this Planning Proposal
6.2 Caravan Parks and Manufactured Home Estates The objectives of this direction are to: (a) provide for a variety of housing types, and (b) provide opportunities for caravan parks and manufactured home estates.	Not relevant – still proposed to be prohibited in the zone.
7.1 Employment Zones The objectives of this direction are to: (a) encourage employment growth in suitable locations, (b) protect employment land in employment zones, and (c) support the viability of identified centres.	The Planning Proposal will provide support for adequate workers for enterprises in the RU1 zone.
Directions 7.2 and 7.3.	Not relevant.
8.1 Mining, Petroleum Production and Extractive Industries The objective of this direction is to ensure that the future extraction of State or regionally significant reserves of coal, other minerals, petroleum and extractive materials are not compromised by inappropriate development.	The Planning Proposal will provide support for adequate workers, as needed, for enterprises in these industries.
9.1 Rural Zones The objective of this direction is to protect the agricultural production value of rural land.	These provisions are given effect by Clause 6.6 in the Planning Proposal. The Proposal also supports the adequacy of workers to protect the agricultural production value of land in the Gwydir Shire.

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9.2 Rural Lands The objectives of this direction are to: (a) protect the agricultural production value of rural land, (b) facilitate the orderly and economic use and development of rural lands for rural and related purposes, (c) assist in the proper management, development and protection of rural lands to promote the social, economic and environmental welfare of the State, (d) minimise the potential for land fragmentation and land use conflict in rural areas, particularly between residential and other rural land uses, (e) encourage sustainable land use practices and ensure the ongoing viability of agriculture on rural land, (f) support the delivery of the actions outlined in the NSW Right to Farm Policy.	These provisions are given effect by Clause 6.6 and the amendments in Clause 4.2D in the Planning Proposal
Direction 9.3 and 9.4.	Not relevant.

2. STATE ENVIRONMENTAL PLANNING POLICIES

A review of the current SEPP's has been undertaken as set out in the Table below. Relevant SEPPs are discussed following the Table. Table – Relevance of SEPP's to proposed development:

SEPP	Relevant? -- Y/N
SEPP (Biodiversity and Conservation) 2021	Y - These provisions are given effect by Clause 6.6 in the Planning Proposal
SEPP (Building Sustainability Index: BASIX) 2004	N – DA level matter
SEPP (Exempt and Complying Development Codes) 2008	N - Only relevant to Developments, not this LEP amendment as permissibility is not being changed)
SEPP (Housing) 2021	N- The uses are not a type of residential accommodation.
SEPP (Industry and Employment) 2021 N (No relevant provisions)	N – No relevant provisions
SEPP No 65 – Design Quality of Residential Apartment Development	N – No apartment buildings are affected.
SEPP (Planning Systems) 2021	N - The SEPP addresses state and regionally significant development as well as Aboriginal owned lands. The proposal is not relevant to these elements except potentially for Aboriginal owned lands within the RU1 zone.
SEPP (Precincts – Central River City) 2021	N – the subject land is not within the precinct
SEPP (Precincts – Eastern Harbour City) 2021 N – (The subject land is not within the precinct)	N – the subject land is not within the precinct

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SEPP (Precincts – Regional) 2021 N – (The subject land is not within the precinct)	N – the subject land is not within the precinct
SEPP (Precincts – Western Parkland City) 2021	N – The subject land is not within the precinct
SEPP (Primary Production) 2021	Y – The proposal would facilitate primary production.
SEPP (Resilience and Hazards) 2021	Y – This would be reviewed at application stage.
SEPP (Resources and Energy) 2021	N – The Proposal supports the adequacy of workers the Resources and Energy sectors.
SEPP (Sustainable Buildings) 2021	N – Not residential accommodation.
SEPP (Transport and Infrastructure) 2021	N – Not relevant to the proposal

STRATEGIC PLANNING DOCUMENTS**New England North West Regional Plan 2041 and the Gwydir Community Strategic Plan 2017- 2027**

The New England North West Regional Plan 2041 sets a 20-year strategic land use planning framework for the region, aiming to protect and enhance the region's assets and plan for a sustainable future. The Gwydir community Strategic Plan emphasises links with the Regional Plan contains provisions which are:

- Coordinate land use planning for future population growth, community need and regional economic development;
- Expand agribusiness and food processing sectors;
- Sustainably manage mineral resources;
- Enhance the diversity and strength of Central Business Districts and town centres;
- Coordinate the supply of well-located employment land;
- Support a diverse visitor economy;
- Understand, respect and integrate Aboriginal culture and heritage;
- Support the aspirations of Aboriginal people and communities in local planning;
- Improve state and regional freight connectivity;
- Utilise emerging transport technology.

New England North West Regional Plan 2041 and the Gwydir Community Strategic Plan 2017- 2027

The New England Northwest Regional Plan 2041 sets a 20-year strategic land use planning framework for the region, aiming to protect and enhance the region's assets and plan for a sustainable future.

The narrative for Gwydir Shire contained in the Regional Plan includes reference to Gwydir's economic potential and relevantly states that:

- *Gwydir Shire LGA has a strong and growing economy based on agriculture and supports the 'Golden Triangle' around North Star, famous for its high yielding crops such as wheat, barley, sorghum, maize, chickpea peas, canola and cotton.*

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- *The LGA is located within the Namoi region, which is one of the main producers of poultry, lamb and beef in NSW. The Namoi Regional Job Precinct will strengthen Gwydir's economy, by identifying new locations that will support the growth of the agricultural industry.*
- *encourage diversification in agriculture, horticulture and agribusiness to grow these sectors and harness domestic and international opportunities • attract a vibrant, youthful, flexible and mobile workforce*

The proposal responds to the importance of agriculture to the region and the role of agricultural growth in strengthening the economy.

- *identify and promote wind, solar and other renewable energy production opportunities.*
- *continue to develop access and logistics infrastructure on appropriate sites to encourage new industry opportunities, throughout the region and also within the Namoi Regional Job Precinct*

The proposal responds to these priorities by facilitating the worker accommodation needed to successfully implement these projects.

Consideration was also given to the following strategies in the Regional Plan:

Strategy 2.1

identify initiatives to protect and enhance the future viability of important agricultural land

The proposal would protect and enhance viability through the provision of appropriate accommodation.

Strategy 3.1

Facilitate agribusiness employment and income-generating opportunities through the regular review of planning and development controls

Consequently, this Planning Proposal by providing improved accommodation options for temporary workers would support the regional plan and the success of the local economy.

The Gwydir Community Strategic Plan 2017-2027 recognises that *agriculture is the primary land use and economic activity within Gwydir Shire. Livestock production dominates in the southern and central areas of the Shire, with the Shire producing prime beef, lamb and pork. The Shire has a collection of beef cattle and sheep properties with a number of renowned beef studs. Broadacre cropping is undertaken in the northern part of the Shire, with the main crops being wheat, sorghum and barley. Other crops include dryland cotton, other grains (oats, maize, triticale), hay and pasture seeds, pulses (chickpeas, field beans, mung beans, faba beans, lentils) and oilseeds (canola, soybeans and sunflowers).*

The CSP also emphasises links with the Regional Plan and contains provisions which relevantly include:

- *To coordinate land use planning for future population growth, community need and regional economic development;*
- *Expand agribusiness and food processing sectors;*
- *Sustainably manage mineral resources;*

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- ...
- *Improve state and regional freight connectivity;*
- *Utilise emerging transport technology.*

The Planning Proposal is consistent with, and supportive of, these relevant provisions, objectives and actions in the New England Regional Plan and Gwydir Community Strategic Plan and takes forward relevant actions contained therein.

The Council's vision expressed in the community Strategic Plan is: *"to be the recognised leader in Local Government through continuous learning and sustainability"*.

It is submitted that this Proposal contributes to supporting adequacy of workforce – permanent and temporary which is important to Council leadership and meeting the Shire's economic potential

Strategic Merit Conclusions

It is considered that the Planning Proposal has strategic merit and is justified in terms of establishing a planning framework for enabling accommodation for permanent and temporary workers to support the economic health and employment in Gwydir Shire. The Proposal also contributes to ensuring a rigorous but efficient system for development assessment of application for rural workers' dwellings and temporary workers accommodation.

Environmental, Social and Economic Impacts

1. Environmental Impact

The planning proposal will address any environmental impacts – particularly in terms of proposed sub-clause 6.6(f);

2. Social and Economic Impact

The Proposal supports the provision of housing for permanent and temporary workers to support key economic sectors in Gwydir Shire - notably agriculture. Providing well planning accommodation for permanent and temporary workers to optimising employment in these key sectors will also have positive social benefits.

There should also be less potential for land use conflicts – particularly with residential development.

3. Government Interests

Regional Plan Implementation – The NSW government has an interest in ensuring effective implementation of the New England Regional Plan;

School sustainability – the NSW government has an interest in ensuring sustainability of the Black Mountain Primary School and this Planning Proposal will lead to an increase in population and therefore children of primary school age;

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PART 4 - MAPPING

No maps are relevant to this Planning Proposal.

PART 5 – COMMUNITY CONSULTATION

As part of the proposed methodology to finalise this Planning Proposal. Consultation will be conducted in accordance with the Gwydir Community Engagement Plan.

General Consultation

Gwydir Shire Council will publicly exhibit the Planning Proposal, in accordance with the requirements of Schedule 1, Clause 4 of the Environmental Planning and Assessment Act 1979.

The exhibition will also comply with any other requirements established by the Gateway determination, under Section 3.34 of the Environmental Planning and Assessment Act 1979.

PART 6 – SCHEDULE / TIMELINES

PROJECT PROGRAM PLANNING PROPOSAL TIMELINES

The following timelines are proposed below:

ITEM	DATE
Submission to Gwydir Shire Council	January 2025
Submission to DPE for Gateway Determination	February 2024
Revisions following Gateway Determination	March 2025
Community Consultation (20 business days – Gateway requirement)	April 2025
Assessment and Reporting to Council	June 2025
Making of the Plan	July 2025

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2.6 Revisions to LEP Industrial Zone**File Reference:** NA**Delivery Program****Goal:** 2. Building the business base**Outcome:** 2.1 Our economy is growing and supported**Strategy:** 2.1.2 Support the growth of our business community**Author:** General Manager**STAFF DISCLOSURE OF INTEREST Nil****IN BRIEF/SUMMARY RECOMMENDATION**

This report recommends that Council prepare a Planning Proposal for increasing the range of uses permissible with consent within the Warialda industrial area.

TABLED ITEMS Nil**BACKGROUND**

The zoned industrial area at Warialda is the only zoned industrial land in the Shire.

At the time of this report, there is minimal development of the site.

There is an opportunity to increase the number of enterprises in Warialda by increasing the range of permissible uses.

The changes would still require development consent, and increasing the consideration around development to include specific factors relating to impact to adjoining properties would ensure that impacts are well managed.

A draft planning proposal attached has been prepared.

If Council supports the proposal, it will then go to the NSW Department of Planning for a Gateway Determination. This outlines any additional work that the Department would require before a public exhibition, as well as setting out how long an exhibition would need to be for. Following compliance with any Departmental conditions, the proposal would be advertised, and then brought back to Council for consideration, together with any submissions. If finally adopted, the proposal then returns to the Department for gazettal.

PROPOSED CHANGES

The proposed changes are set out in the attached draft Planning Proposal which also sets out the reasoning behind the changes.

COMMENT

There is a general move towards reducing the number of prohibited uses.

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Often, it is the scale of use rather than the use itself that is a problem. For example, a small electric kiln making hobby pottery in a garage is no problem, although a commercial scale operation may well be.

The changes proposed will mean that there are a wider range of uses that could be considered by Development Application. This should make development of industrial land attractive to a much wider range of potential uses. For example, agriculture is currently prohibited, yet glasshouse-based horticulture could be a good use on the land, with minimal effects.

OFFICER RECOMMENDATION

THAT the Council resolves to adopt the draft Planning Proposal attached and forward to the Department of Planning seeking a Gateway Determination.

ATTACHMENTS

1. Planning Proposal Industrial Zone [2.6.1 - 30 pages]

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Planning Proposal

Gwydir Shire

Amendment to Gwydir Local Environmental Plan 2013

**Revisions to LEP Zone E4: General Industrial to
increase permissible uses.**

Revision 1.2

Client: Gwydir Shire Council

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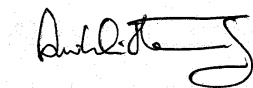
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Responsible Author Certification

I certify that I have reviewed the contents of this Report and to the best of my knowledge:

- The information contained in this Report is neither false nor misleading; and
- It contains all relevant available information that is current at the time of release.


Angus Witherby

BA – Geography & Economics, Grad. Dip. Urb. & Reg. Planning, FPIA, CPP

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INTRODUCTION

The only land in the Gwydir Local Environmental Plan zoned E4: General Industrial is in Warialda. (It is noted that the LEP maps reference the area zoned E4 in the written document as IN: 1 – General Industrial).

More potential uses and developments could enhance employment availability in the Shire which is an important need not only to create jobs but also to create businesses to serve the local community.

SITE DETAILS

The site, 168 - 200 Warialda Road, Warialda 2402 comprises three (3) lots:

- Lot 2/-/DP1222620;
- Lot1/-/DP1007794; and
- One lot in the north-western corner which does not have a lot and DP reference.

The total area is approximately 49,1610m² with a perimeter of approximately 2805 metres.

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PART 1 – OBJECTIVES AND INTENDED OUTCOMES

PROPOSAL OBJECTIVE

Objective: To increase the permissible uses and developments in the E4: General Industrial zone thereby enabling more opportunities for local jobs and enhanced servicing of the local community.

The intended outcomes of the proposed changes are as follows:

1. More opportunities for developments which provide local job opportunities for the local community in Gwydir Shire which have acceptable external impacts;
2. Facilitate the construction of appropriate infrastructure to support more employment opportunities with acceptable external impacts.

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PART 2 – EXPLANATION OF PROVISIONS

According to the Gwydir Local Environmental Plan 2013, the Objectives of the E4: Industrial zone are:

Zone E4 General Industrial

1 Objectives of zone

- To provide a range of industrial, warehouse, logistics and related land uses.
- To ensure the efficient and viable use of land for industrial uses.
- To minimise any adverse effect of industry on other land uses.
- To encourage employment opportunities.
- To enable limited non-industrial land uses that provide facilities and services to meet the needs of businesses and workers.

The planning proposal is consistent with these objectives. In particular this is because of the proposal to broaden the range of uses, while also introducing specific provisions to manage externalities.

The current Land Use Table is as follows:

2 Permitted without consent

Building identification signs; Environmental protection works; Roads

3 Permitted with consent

Depots; Freight transport facilities; Garden centres; General industries; Goods repair and reuse premises; Hardware and building supplies; Industrial retail outlets; Industrial training facilities; Landscaping material supplies; Light industries; Local distribution premises; Neighbourhood shops; Oyster aquaculture; Plant nurseries; Rural supplies; Take away food and drink premises; Tank-based aquaculture; Timber yards; Vehicle sales or hire premises; Warehouse or distribution centres; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Amusement centres; Animal boarding or training establishments; Boat launching ramps; Boat sheds; Camping grounds; Caravan parks; Cemeteries; Centre-based child care facilities; Charter and tourism boating facilities; Commercial premises; Community facilities; Correctional centres; Crematoria; Eco-tourist facilities; Educational establishments; Entertainment facilities; Environmental facilities; Exhibition homes; Exhibition villages; Extractive industries; Farm buildings; Forestry; Function centres; Health services facilities; Helipads; Highway service centres; Home-based child care; Home businesses; Home occupations; Home occupations (sex services); Information and education facilities; Jetties; Marinas; Mooring pens; Moorings; Offensive industries; Open cut mining; Passenger transport facilities; Public administration buildings; Recreation areas;

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Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Registered clubs; Residential accommodation; Respite day care centres; Restricted premises; Stock and sale yards; Tourist and visitor accommodation; Veterinary hospitals; Water recreation structures; Wharf or boating facilities

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SUMMARY OF CHANGES

The Land-Use table subject of this Planning Proposal is:

2 Permitted without consent

Building identification signs; Environmental protection works; Roads

3 Permitted with consent

Depots; Freight transport facilities; Garden centres; General industries; Goods repair and reuse premises; Hardware and building supplies; Industrial retail outlets; Industrial training facilities; Landscaping material supplies; Light industries; Local distribution premises; Neighbourhood shops; Oyster aquaculture; Plant nurseries; Rural supplies; Take away food and drink premises; Tank-based aquaculture; Timber yards; Vehicle sales or hire premises; Warehouse or distribution centres; Any other development not specified in item 2 or 4

4 Prohibited

Camping Grounds; Caravan Parks; Hazardous industries; Offensive industries; Offensive Storage Establishment; Open cut mining; Residential accommodation; Respite day care centres; Tourist and visitor Accommodation.

These changes operate predominantly by reducing the number of prohibited uses and shifting to a zone framework that is objectives and outcomes focused. No increase in uses permitted without consent is proposed.

The following uses are not current prohibited but are recommended for prohibition:

- Manufactured Home Estates. This is because this is a use with residential character.

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Detailed explanation of the effect of the proposed Land Use Table is as follows:

(with the net effect of “Any other development not specified in item 2 or 4” enabling possible permissibility of uses as stated in italics below).

Zone Table	Current Prohibited Uses	Removed Prohibited Uses and Reasons	Proposed Prohibited Uses
Gwydir LEP 2013 E4- General Industrial Zone Land Use Table - Prohibited Uses	Agriculture; Air transport facilities; Airstrips; Amusement centres; Animal boarding or training establishments; Boat launching ramps; Boat sheds; Camping grounds; Caravan parks; Centre-based child care facilities; Charter and tourism boating facilities; Commercial premises; Community facilities; Correctional centres; Crematoria; Eco-tourist facilities; Educational establishments; Entertainment facilities; Environmental facilities; Exhibition homes; Exhibition villages; Extractive industries; Farm buildings; Forestry; Function centres; Health services facilities; Helipads; Heavy Industry; Highway service centres; Home-based child care; Home businesses; Home occupations; Home occupations (sex services); Information and education facilities; Jetties; Marinas; Mooring pens; Moorings;	Agriculture – Acceptable as an interim use of land pending development. Air transport facilities – Heliport is considered a potentially acceptable use. Animal boarding or training establishments – Have amenity implications making them a potentially suitable use in an industrial area. Centre-based child care facilities – Can be a potentially suitable use by providing child care close to employment. Commercial premises – Provides flexibility for a variety of uses which could increase use of the zone, for those uses which are not able to locate in the existing Warialda town centre. Retail premises (except as ancillary to an approved use) would remain prohibited so as not to threaten the town centre.	Boat launching ramps; Boat sheds; Camping Grounds; Caravan Parks; Cemeteries; Charter and tourism boating facilities; Correctional centres; Eco-tourist facilities; Entertainment facilities; Exhibition homes; Exhibition villages; Function centres; Health services facilities; Helipads; Heavy Industry; Highway service centres; Home-based child care; Jetties; Manufactured Home Estates; Marinas; Mooring pens; Moorings; Offensive industries; Offensive Storage Establishment; Open cut mining; Recreation facilities (major); Registered clubs; Residential accommodation; Respite day care centres; Retail premises (other than ancillary to a permissible use); Tourist and visitor Accommodation; Water recreation structures; Wharf or boating facilities.

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	<p>Offensive industries; Open cut mining; Passenger transport facilities; Public administration buildings; Recreation areas; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Registered clubs; Residential accommodation; Respite day care centres; Restricted premises; Stock and sale yards; Tourist and visitor accommodation; Veterinary hospitals; Water recreation structures; Wharf or boating facilities</p>	<p>Community facilities – This could include, for example, facilities for employment of people with disabilities.</p> <p>Crematoria – This use could be located in the zone, as they are often subject to community concerns in other zones.</p> <p>Educational establishments – could include, for example, TAFE facilities in association with trades education or the like.</p> <p>Environmental facilities – there is no need for this to be prohibited, although the use is unlikely.</p> <p>Extractive industries – considered unlikely but possible, for example the winning of gravel in a way that would not prohibit the future development of the land.</p> <p>Farm buildings – See Agriculture. Could be desirable as an adjunct to an agricultural use.</p> <p>Forestry – Land is partly timbered. There is no reason seen why the use should be prohibited, if there is a useful timber resource that could be harvested.</p>	
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		<p>Home businesses – for example in conjunction with a caretakers residence.</p> <p>Home occupations – for example in conjunction with a caretakers residence.</p> <p>Home occupations (sex services) – for example in conjunction with a caretakers residence.</p> <p>Information and education facilities - there is no need for this to be prohibited, although the use is unlikely.</p> <p>Passenger transport facilities – use includes servicing and storage of vehicles which is considered an acceptable use in the zone.</p> <p>Public administration buildings – there is no need for this to be prohibited, although the use is unlikely.</p> <p>Recreation areas – Uses such as a park should be permissible.</p> <p>Recreation facilities (indoor) – bowling alleys are the type of use that can occur in industrial areas. The use is considered unlikely but no reason is seen to prohibit it.</p>	
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		<p>Recreation facilities (outdoor) – Uses such as paint ball are considered potentially suitable within the zone.</p> <p>Restricted premises – These could be an appropriate use in the zone, as they are often incompatible with commercial areas.</p> <p>Stock and sale yards – this is considered a potentially suitable use, although unlikely.</p> <p>Veterinary hospitals – From an amenity point of view this could be a suitable use within the zone.</p>	
Zone Table	Currently Permissible with Consent	Proposed Permissible with Consent	
Gwydir LEP 2013 IN1 – Industrial Zone Land Use Table	<p>Depots; Freight transport facilities; Garden centres; General industries; Goods repair and reuse premises; Hardware and building supplies; Industrial retail outlets; Industrial training facilities; Landscaping material supplies; Light industries; Local distribution premises; Neighbourhood shops; Oyster aquaculture; Plant nurseries; Rural supplies; Take away food and drink premises; Tank-based aquaculture; Timber yards; Vehicle sales or hire</p>	<p>Agriculture; Air transport facilities; Amusement centres; Animal boarding or training establishments; Centre-based child care facilities; Charter and tourism boating facilities; Commercial premises; Community facilities; Depots; Educational establishments; Extractive industries; Farm buildings; Forestry; Freight transport facilities; Garden centres; General industries; Goods repair and reuse premises; Hardware and building supplies; Heavy Industry; Helipads; Home businesses; Home occupations; Home occupations (sex services); Industrial retail outlets; Information and education facilities; ; Landscaping material supplies; Light industries; Local distribution premises; Neighbourhood shops; Oyster aquaculture; Passenger transport facilities; Plant nurseries; Public administration buildings; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Restricted premises; Rural Supplies; Stock and sale yards; Take away food and drink premises; Tank-based aquaculture;</p>	

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	premises; Warehouse or distribution centres; Any other development not specified in item 2 or 4	Timber yards; Veterinary hospitals; Vehicle sales or hire premises; Warehouse or distribution centres; Any other development not specified in item 2 or 4
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Additional Local Provision

An Additional Local Provision is proposed to ensure that certain potential industrial development applications in the E4: General Industrial zone are subject to appropriate criteria and scrutiny of assessment.

6.6 Development in the General Industrial Zone

- (1) The objective of this clause is to protect adjacent land by minimising the adverse impacts of development in the General Industrial zone.*
- (2) This clause applies to land within the General Industrial zone as depicted on the Land Zoning map.*
- (3) Before determining a development application for development on land to which this clause applies, the consent authority must consider—*
 - (a) whether the development is likely to have any adverse impact on adjoining residential or rural residential areas, and*
 - (b) any measures proposed to avoid, minimise or mitigate the impacts of the development including on any environmental values of the land.*
- (4) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development is designed, sited and will be managed to avoid any significant adverse impacts on adjoining residential lands*

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PART 3 - JUSTIFICATION

NEED FOR PROPOSAL

The Planning Proposal is needed to provide more varied and diverse employment opportunities to respond to the need for enhanced job opportunities and local services in Gwydir Shire and to implement planning priorities in the Gwydir Local Strategic Planning Statement in the following ways:

Planning priority 1 – Grow our agricultural, horticultural and agribusiness sectors

This would be achieved by broadening and diversifying the support base for the agribusiness sector.

Planning priority 2 – Foster resilience in the agricultural industry

This would be achieved through facilitating better vertical integration within the agricultural industry leading to a more diverse and skilled workforce.

Planning priority 5 – Promote business and lifestyle opportunities

This would be achieved through promotion of a wide range of additional business opportunities - including new business types - within the Shire's industrial land. It would achieve this through maximising the use of existing zoned industrial land.

Given the area of zoned land, it is considered that broadening the range of uses would not detrimentally affect the supply of industrial land for "core" industrial uses. Instead, the zone would be a broader "enterprise" zone, which would complement but not compete with existing commercial areas within Wyallda.

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RELATIONSHIP TO THE PLANNING FRAMEWORK**SECTION 9.1 MINISTERIAL DIRECTIONS**

Ministerial Direction	Response
Implementation of Regional Plans The objective of this direction is to give legal effect to the vision, land use strategy, goals, directions and actions contained in Regional Plans.	<p>Consistent in terms of implementing Regional Plan policies and the relevant Local Government narrative;</p> <p>The New England North West Regional Plan 2014 covers the Armidale, Glen Innes Severn, Gunnedah, Gwydir, Inverell, Liverpool Plains, Moree Plains, Narrabri, Tamworth, Tenterfield, Uralla and Walcha LGAs.</p> <p>The region was home to around 186,000 people in 2021, this will grow to more than 197,500 people by 2041.</p> <p>The Regional Plan refers to a review of employment zones, and councils identifying opportunities, rationalise existing zones and develop the right planning controls as part of ongoing strategic and statutory work.</p> <p>The Regional Plan also refers to well-located industrial lands servicing the needs of urban centres with businesses The Regional Plan also refers to land for heavy industry may be needing to be separated from other land uses due to the nature of the processes undertaken. A generous supply of suitable industrial land should be in locations supported by freight access, critical infrastructure and protected from encroachment by incompatible development.</p>
1.2 Development of Aboriginal Land Council land The objective of this direction is to provide for the consideration of development delivery plans prepared under chapter 3 of the State Environmental Planning Policy (Planning Systems) 2021 when planning proposals are prepared by a planning proposal authority.	Not relevant to this Planning Proposal
1.3 Approval and Referral Requirements The objective of this direction is to ensure that LEP provisions encourage the efficient and appropriate assessment of development.	There are no referral requirements arising from this Planning Proposal
1.4 Site Specific Provisions Objective	No site-specific provisions are proposed

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The objective of this direction is to discourage unnecessarily restrictive site-specific planning controls.	
1.4A Exclusion of Development Standards from Variation The objective of this direction is to maintain flexibility in the application of development standards by ensuring that exclusions from the application of clause 4.6 of a Standard Instrument Local Environmental Plan (Standard Instrument LEP) or an equivalent provision of any other environmental planning instrument, are only applied in limited circumstances.	No exclusion of Development Standards is proposed.
Directions 1.5 through 1.22. Place-based strategies.	None relevant.
3.1 Conservation Zones The objective of this direction is to protect and conserve environmentally sensitive areas.	<ul style="list-style-type: none"> The subject land is already zoned General Industrial; The site is depicted as having biodiversity values (it is substantially vegetated). (See Figures 1 and 5 below) A desktop review has been undertaken of the biodiversity of the land. On-site vegetation would be fully assessed at development application stage.
3.2 Heritage Conservation The objective of this direction is to conserve items, areas, objects and places of environmental heritage significance and indigenous heritage significance.	Not relevant to this Planning Proposal
Directions 3.3 to 3.5.	None relevant
3.6 Strategic Conservation Planning The objective of this direction is to protect, conserve or enhance areas with high biodiversity value.	<ul style="list-style-type: none"> The subject land is already zoned General Industrial; the site is depicted as having biodiversity values (it is substantially vegetated). (See Figures 1 and 5 below) On-site vegetation will be fully assessed at development application stage. No biodiversity significance identified. A desktop biodiversity study accompanies this Planning Proposal and on-site vegetation will be fully assessed, as appropriate) at development application stage. There is no conservation impediment to this Planning Proposal
Directions 3.7 to 3.9.	None relevant
3.10 Water Catchment Protection The objectives of this direction are to: (a) maintain and improve the water quality (including ground water) and flows of natural	Not relevant to this Planning Proposal

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waterbodies, and reduce urban run-off and stormwater pollution (b) protect and improve the hydrological, ecological and geomorphological processes of natural waterbodies and their connectivity (c) protect and enhance the environmental quality of water catchments by managing them in an ecologically sustainable manner, for the benefit of all users (d) protect, maintain and rehabilitate watercourses, wetlands, riparian lands and their vegetation and ecological connectivity.	
4.1 Flooding The objectives of this direction are to: (a) ensure that development of flood prone land is consistent with the NSW Government's Flood Prone Land Policy and the principles of the Floodplain Development Manual 2005, and (b) ensure that the provisions of an LEP that apply to flood prone land are commensurate with flood behaviour and includes consideration of the potential flood impacts both on and off the subject land.	Not identified as flood liable land.
4.2 Coastal Management The objective of this direction is to protect and manage coastal areas of NSW.	Not relevant
4.3 Planning for Bushfire Protection The objectives of this direction are to: (a) protect life, property and the environment from bush fire hazards, by discouraging the establishment of incompatible land uses in bush fire prone areas, and (b) encourage sound management of bush fire prone areas.	<ul style="list-style-type: none"> The site is within a designated bushfire prone area (see NSW RFS map below – Figure 4). A bushfire study has been prepared to consider bushfire impacts from adjoining lands. There will be further consultation with the NSW Rural Fire Service at development application stages.
4.4 Remediation of Contaminated Land The objective of this direction is to reduce the risk of harm to human health and the environment by ensuring that contamination and remediation are considered by planning proposal authorities.	<ul style="list-style-type: none"> The land is already zoned General Industrial; Detailed analysis as appropriate will be undertaken at development application stage.
4.5 Acid Sulfate Soils The objective of this direction is to avoid significant adverse environmental impacts from the use of land that has a probability of containing acid sulfate soils.	None in the area.
4.6 Mine Subsidence and Unstable Land The objective of this direction is to prevent damage to life, property and the environment on land identified as unstable or potentially subject to mine subsidence.	None in the area.

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<p>5.1 Integrating Land Use and Transport</p> <p>The objective of this direction is to ensure that urban structures, building forms, land use locations, development designs, subdivision and street layouts achieve the following planning objectives:</p> <ul style="list-style-type: none"> (a) improving access to housing, jobs and services by walking, cycling and public transport, and (b) increasing the choice of available transport and reducing dependence on cars, and (c) reducing travel demand including the number of trips generated by development and the distances travelled, especially by car, and (d) supporting the efficient and viable operation of public transport services, and (e) providing for the efficient movement of freight. 	<p>The land is located within walking distance of part of the town of Warialda. Cycle access would be challenging because of landform grades within the existing town. The proximity to existing urban development would reduce overall travel. In time, a public transport system may become viable (similar to the Moree On-Demand bus).</p>
<p>5.2 Reserving Land for Public Purposes</p> <p>Objectives The objectives of this direction are to:</p> <ul style="list-style-type: none"> (a) facilitate the provision of public services and facilities by reserving land for public purposes, and (b) facilitate the removal of reservations of land for public purposes where the land is no longer required for acquisition. 	<p>Not relevant</p>
<p>5.3 Development Near Regulated Airports and Defence Airfields</p> <p>The objectives of this direction are to:</p> <ul style="list-style-type: none"> (a) ensure the effective and safe operation of regulated airports and defence airfields; (b) ensure that their operation is not compromised by development that constitutes an obstruction, hazard or potential hazard to aircraft flying in the vicinity; and (c) ensure development, if situated on noise sensitive land, incorporates appropriate mitigation measures so that the development is not adversely affected by aircraft noise. 	<p>None nearby.</p>
<p>5.4 Shooting Ranges</p> <p>The objectives are to:</p> <ul style="list-style-type: none"> (a) maintain appropriate levels of public safety and amenity when rezoning land adjacent to an existing shooting range, (b) reduce land use conflict arising between existing shooting ranges and rezoning of adjacent land, (c) identify issues that must be addressed when giving consideration to rezoning land adjacent to an existing shooting range. 	<p>A shooting range is approximately 2 km to the west and is not considered to be an issue for this Planning Proposal.</p>

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<p>6.1 Residential Zones The objectives of this direction are to:</p> <ul style="list-style-type: none"> (a) encourage a variety and choice of housing types to provide for existing and future housing needs, (b) make efficient use of existing infrastructure and services and ensure that new housing has appropriate access to infrastructure and services, and (c) minimise the impact of residential development on the environment and resource lands. 	<p>There is rural residential development in proximity to the north of the subject site and residential development adjoins the subject land to the south. A specific clause is proposed to protect these residential lands so that they can continue to provide appropriate housing and choice.</p>
<p>6.2 Caravan Parks and Manufactured Home Estates The objectives of this direction are to:</p> <ul style="list-style-type: none"> (a) provide for a variety of housing types, and (b) provide opportunities for caravan parks and manufactured home estates. 	<ul style="list-style-type: none"> • Currently Caravan Parks are prohibited in the E4: General Industrial zone. This is not proposed to change. • Manufactured Home Estates are proposed to become prohibited.
<p>7.1 Employment Zones The objectives of this direction are to:</p> <ul style="list-style-type: none"> (a) encourage employment growth in suitable locations, (b) protect employment land in employment zones, and (c) support the viability of identified centres. 	<p>The Planning Proposal seeks to enhance the implementation of these objectives in Gwydir Shire; The only industrial zone in Gwydir Shire is this subject site at Warialda. Hence, optimising of industrial development and employment generation is important for this site;</p>
<p>Directions 7.2 and 7.3.</p>	<p>Not relevant.</p>
<p>8.1 Mining, Petroleum Production and Extractive Industries The objective of this direction is to ensure that the future extraction of State or regionally significant reserves of coal, other minerals, petroleum and extractive materials are not compromised by inappropriate development.</p>	<p>Not relevant</p>
<p>9.1 Rural Zones The objective of this direction is to protect the agricultural production value of rural land.</p>	<p>Not relevant</p>
<p>9.2 Rural Lands The objectives of this direction are to:</p> <ul style="list-style-type: none"> (a) protect the agricultural production value of rural land, (b) facilitate the orderly and economic use and development of rural lands for rural and related purposes, (c) assist in the proper management, development and protection of rural lands to promote the social, economic and environmental welfare of the State, (d) minimise the potential for land fragmentation and land use conflict in rural areas, particularly between residential and other rural land uses, 	<p>The Planning Proposal will:</p> <ul style="list-style-type: none"> • not compromise the agricultural viability or sustainability of agricultural production in the vicinity of the E4: General Industrial zone; • assist in the proper management, development and protection of rural lands to promote the social, economic and environmental welfare of the State as agricultural processing plants can be developed in the E4 zone, • help reduce pressures on land not zoned industrial by increasing the uses permissible in the E4 zone and thereby also reduce potential for land use conflict

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(e) encourage sustainable land use practices and ensure the ongoing viability of agriculture on rural land, (f) support the delivery of the actions outlined in the NSW Right to Farm Policy.	in rural areas, particularly between residential and other rural land uses,
Direction 9.3 and 9.4.	Not relevant.

STATE ENVIRONMENTAL PLANNING POLICIES

The subject site has the following applicable Planning controls and SEPPs:

SEPP	Relevant? -- Y/N
State Environmental Planning Policy (Biodiversity and Conservation) 2021: Allowable Clearing Area (pub. 21-10-2022)	Y – there is significant vegetation cover to the subject land; The subject site (already zoned General industrial is identified as having biodiversity values. A desktop study has been undertaken.
State Environmental Planning Policy (Exempt and Complying Development Codes) 2008: Land Application (pub. 12-12-2008)	N- Not relevant – no changes are sought;
State Environmental Planning Policy (Housing) 2021: Land Application (pub. 26-11-2021)	N – not relevant
State Environmental Planning Policy (Industry and Employment) 2021: Land Application (pub. 2-12-2021)	Y – the Planning Proposal seeks to enhance opportunities for industrial development and consequent employment generation
State Environmental Planning Policy (Primary Production) 2021: Land Application (pub. 2-12-2021)	Y – the subject site, proposed amendments to permissible and prohibited uses and proposed additional local provision safeguard the sustainability of primary production land and may enable agricultural processing industries which support local agriculture.
State Environmental Planning Policy (Resilience and Hazards) 2021: Land Application (pub. 2 - 12-2021)	Y – The land is not in a coastal area, nor is it exposed to potential or actual hazardous or offensive development.
State Environmental Planning Policy (Resources and Energy) 2021: Land Application (pub. 2- 12- 2021)	N – The proposal is not for, nor does it have any implications for extractive industry, mining and the like). The prohibition of open cut mining in the zone is proposed to be maintained
State Environmental Planning Policy (Sustainable Buildings) 2022: Land Application (pub. 29- 8-2022)	Y – when buildings and development are assessed at DA stage
State Environmental Planning Policy (Transport and Infrastructure) 2021: Land Application (pub. 2-12-2021)	N – not relevant
State Environmental Planning Policy No 65— Design Quality of Residential Apartment	N – not relevant

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Development: Land Application (pub. 26-7-2002).	
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Other Planning controls which may affect the lots are:

- 1.5 m Buffer around Classified Roads, Classified Road Adjacent Bushfire Prone Land, and Vegetation Buffers near Electrical Infrastructure
- This property may be located near electrical infrastructure and could be subject to requirements listed under ISEPP Clause 45.
- Local Provisions - Sensitive Land - Salinity Sensitive Land;
- Local Aboriginal Land Council – Moree.

All other SEPP's are not considered relevant to this Planning Proposal.

STRATEGIC PLANNING DOCUMENTS

New England North West Regional Plan 2041 (NENWRP 2041) and the Gwydir Community Strategic Plan 2017- 2027

The New England North West Regional Plan 2041 sets a 20-year strategic land use planning framework for the region, aiming to protect and enhance the region's assets and plan for a sustainable future.

The Regional Plan refers to a review of employment zones, and councils identifying opportunities, rationalise existing zones and develop the right planning controls as part of ongoing strategic and statutory work.

Comment: The proposal is consistent with this aim.

The Regional Plan also refers to well-located industrial lands servicing the needs of urban centres with businesses.

Comment: The proposal strengthens the role of existing well-located land.

The Regional Plan also refers to land for heavy industry may be needing to be separated from other land uses due to the nature of the processes undertaken. A generous supply of suitable industrial land should be in locations supported by freight access, critical infrastructure and protected from encroachment by incompatible development.

Comment: Heavy industry would not be permissible, due to the size of the site. This use is already permissible in the General Rural Zone which is considered to be a more suitable zone.

Gwydir Shire LGA is described in the NENWRP 2014 narrative as stretching:

"from the Queensland border to the Nandewar Range in the south. Its diverse landscapes of steep and undulating lands to flat open plains attract tourists seeking eco-tourism and adventure tourism experiences. Bingara and Warialda provide local retail, commercial and community services and a high quality of life for residents and visitors. Warialda Rail fulfils local service needs and contributes to the unique character of the area. Gwydir Shire LGA has a strong and growing economy based on agriculture and supports the 'Golden Triangle' around

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North Star, famous for its high yielding crops such as wheat, barley, sorghum, maize, chickpea peas, canola and cotton. Gwydir Shire Council promotes circular economy initiatives, by encouraging the re-use and recycling of materials within the agricultural industry. The LGA is located within the Namoi region, which is one of the main producers of poultry, lamb and beef in NSW”.

Council’s relevant priorities for the LGA are:

- *deliver a variety of housing options in Bingara and Wyallda, to attract young families and support the ageing population*
- *promote development that contributes to the unique character of Gravesend, Cobbadah, Upper Horton, Croppa Creek, North Star, Coolatai and Wyallda Rail*
- *continue to develop access and logistics infrastructure on appropriate sites to encourage new industry opportunities, throughout the region and also within the Namoi Regional Job Precinct*
- *promote the development of employment lands, including those associated with the Namoi Regional Job Precinct*
- *enhance visitor experiences and expand nature-based, adventure and cultural tourism places*
- *encourage diversification in agriculture, horticulture and agribusiness to grow these sectors and harness domestic and international opportunities*
- *attract a vibrant, youthful, flexible and mobile workforce*
- *provide services for the ageing population*
- *implement place-based planning principles to build more liveable communities for residents*
- *identify and promote wind, solar and other renewable energy production opportunities.”*

The Gwydir Community Strategic Plan emphasises links with the Regional Plan contains provisions which are:

- *Coordinate land use planning for future population growth, community need and regional economic development;*
- *Expand agribusiness and food processing sectors;*
- *Sustainably manage mineral resources;*
- *Enhance the diversity and strength of Central Business Districts and town centres;*
- *Coordinate the supply of well-located employment land;*
- *Support a diverse visitor economy;*
- *Understand, respect and integrate Aboriginal culture and heritage;*
- *Support the aspirations of Aboriginal people and communities in local planning;*
- *Improve state and regional freight connectivity;*
- *Utilise emerging transport technology.*

The Planning Proposal is consistent with the relevant provisions, objectives and actions in the New England Regional Plan and Gwydir Community Strategic Plan and takes forward some relevant actions contained therein.

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The Gwydir Local Environmental Plan 2013

Relevant aims of the LEP are:

- (c) *to facilitate development for a range of business enterprises and employment opportunities,*
- (d) *to ensure that development is sensitive to both the economic and social needs of the community, including the provision of community facilities and land for public purposes.*

Detailed objectives, clauses and provisions relevant to this Planning Proposal are explained above.

The Warialda Community Town Plan - 2008

The Town Strategy Plan is a community wide Plan which includes references to needs to provide for more local services – notably trades and to enhance employment opportunities for youth.

Strategic Merit Conclusions

It is considered that the Planning Proposal has strategic merit and is justified particularly in terms of the provision of development and related employment opportunities for Gwydir Shire and Warialda in particular -also enhancing provision of locally based services.

ENVIRONMENTAL, SOCIAL AND ECONOMIC IMPACTS

1. Environmental Impact

The planning proposal seeks to increase the permissible uses in the E4 – General Industrial zone so as to increase opportunities for positive economic and employment impacts. The biodiversity values and vegetation on the site are recognised and will be subject of appropriate assessment and responses. This issue is unchanged from the current circumstances within the zone. An Additional Local Provision is proposed to protect the environment and amenity of adjacent areas.

2. Social and Economic Impact

Increasing the uses and developments permissible in the General Industrial zone will lead to more job opportunities and businesses providing local services. This could lead to increased opportunities and the retention of younger age sectors in Warialda and Gwydir Shire with flow on social benefits. There should also be less potential for land use conflicts – particularly with residential development.

3. Government Interests

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Regional Plan Implementation – The NSW Government has an interest in ensuring effective implementation of the New England Regional Plan and rationalising LEP provisions for industrial zones and the related generation of employment opportunities;

School sustainability – again, increasing the uses and developments permissible in the General Industrial zone will lead to more job opportunities and businesses providing local services. This could lead to increased opportunities and the retention of younger age sectors in Warialda and Gwydir Shire with flow on social benefits.

Gwydir Shire Council – The Planning Proposal is aligned with Implementation of the Gwydir Shire Council's objectives and policies aimed at industrial development and employment generation.

PART 4 - MAPPING

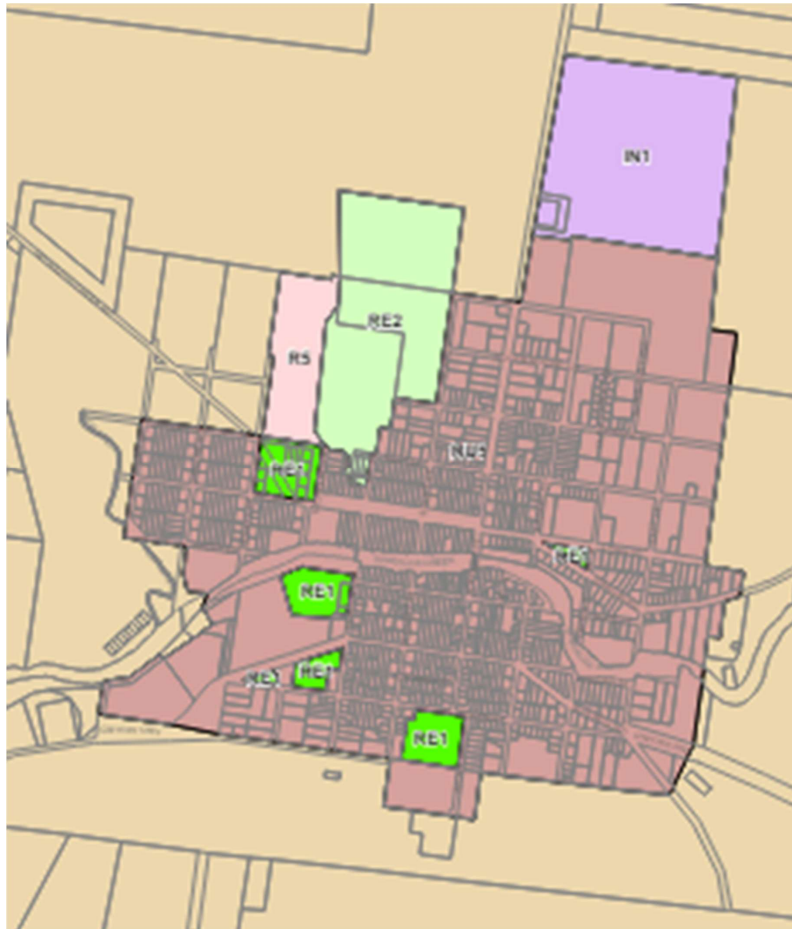


Figure 1: Gwydir LEP 2013 - Zoning Map of Warialda - depicting the IN 1 - General Industrial zone (which is the equivalent of the E4 zone in the LEP written Instrument).

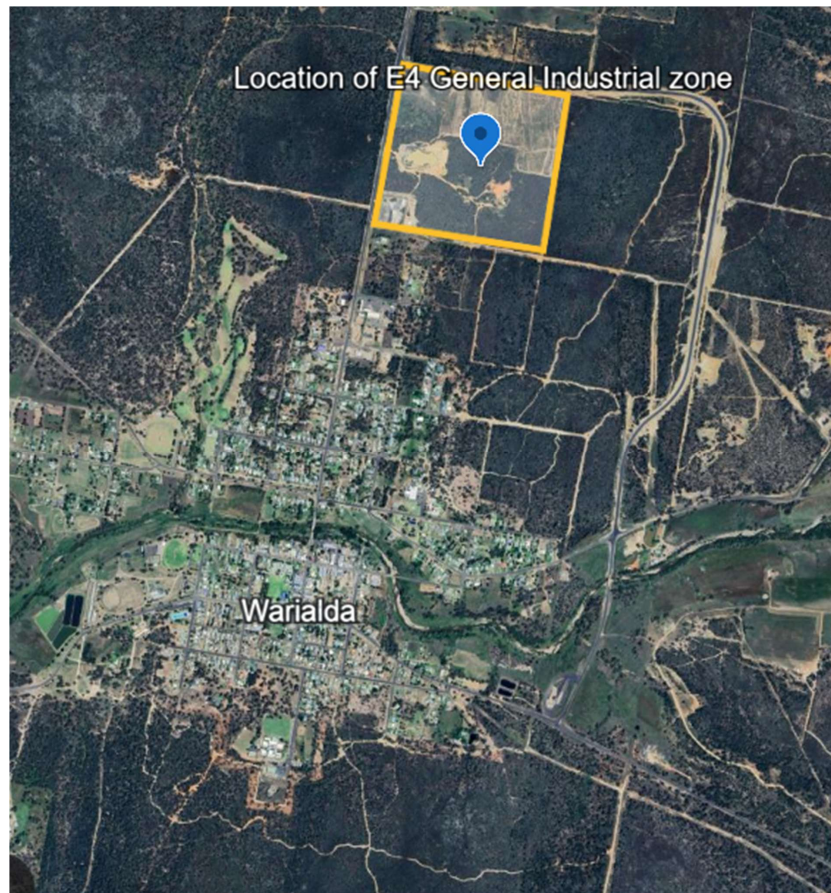


Figure 2: Depiction of the site relative to surrounding land and the built-up township of Warialda.

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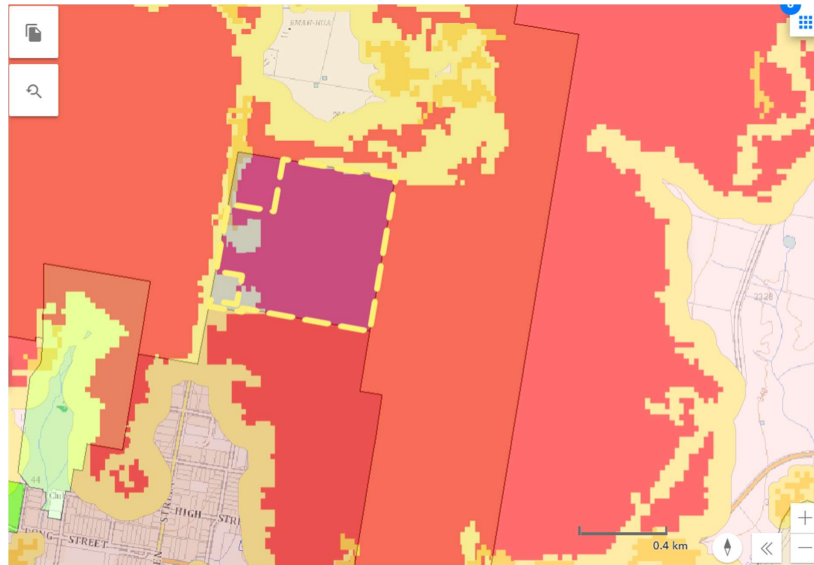


Figure 3: Depiction of Bushfire Prone land- with the subject site being a Category 2 - with a minimum 1.5m vegetation buffer adjacent to the classified Warialda Road

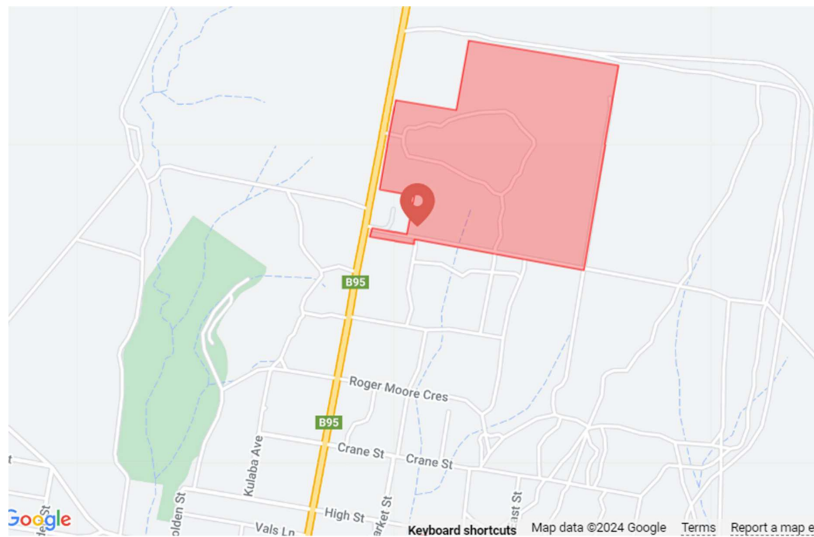


Figure 4: Map depicting the subject site being within a designated bushfire prone area. (Source: NSW Rural fire Service).

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PART 5 – COMMUNITY CONSULTATION

COMMUNITY CONSULTATION

As part of the proposed methodology to finalise this Planning Proposal, local landowners, stakeholders and the local community representatives will be consulted.

General Consultation

Gwydir Shire Council will publicly exhibit the Planning Proposal, in accordance with the requirements of Schedule 1, Clause 4 of the Environmental Planning and Assessment Act 1979.

The exhibition will also comply with any other requirements established by the Gateway determination, under Section 3.34 of the Environmental Planning and Assessment Act 1979. In addition, further specific consultations will occur with the residents and landowners of Warialda and the vicinity during the exhibition period.

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PART 6 – SCHEDULE / TIMELINES

PROJECT PROGRAM PLANNING PROPOSAL TIMELINES

The following timelines are proposed below:

ITEM	DATE
Submission to Gwydir Shire Council	January 2025
Submission to DPE for Gateway Determination	February 2025
Revisions following Gateway Determination	April 2025
Community Consultation (20 business days – Gateway requirement)	May 2025
Assessment and Reporting to Council	July 2025
Making of the Plan	August 2025

7.8 Audit, Risk and Improvement (ARIC) Committee Minutes

File Reference:	NA
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Delivery Program

Goal:	5. Organisational management
Outcome:	5.1 Corporate management
Strategy:	5.1.1 Financial Management and accountability systems
Author:	CFO

STAFF DISCLOSURE OF INTEREST Nil**IN BRIEF/SUMMARY RECOMMENDATION**

This report recommends the adoption of the Minutes from the last ARIC Committee Meeting held on 11th March 2025 and the minutes from the previous ARIC Meeting held on 9th December 2024.

TABLED ITEMS Nil**BACKGROUND**

Both sets of minutes are attached.

OFFICER RECOMMENDATION

THAT the minutes from the ARIC Committee Meetings held on 9th December 2024 and 11th March 2025 are noted.

ATTACHMENTS

1. 2025 11 March ARIC Minutes [7.8.1 - 81 pages]
2. 9 12 2024 Minutes [7.8.2 - 7 pages]



MINUTES OF AUDIT RISK AND IMPROVEMENT COMMITTEE

Held on Tuesday 11 March 2025

Commencing at 9:00 am

in the Roxy Conference Room

Present

Members and Councillors:	Mr Jack O'Hara (Chair), Mr Rod Smith (Independent Member), Cr Adrian Willmot, and Cr Rachel Sherman
Staff:	Max Eastcott (General Manager), Leeah Daley (Deputy General Manager), Helen Thomas (CFO), Alex Eddy (Director Engineering Services), Justin Hellmuth (Director Business and Strategy), Graham Cutmore (Finance Manager) and Casey McClymont (IP&R and Governance)
On Teams:	Jacob Sauer (Forsyths) for Item 1
Visitors:	Nil

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1 OFFICIAL OPENING AND WELCOME - CHAIR

The Chair, Jack O'Hara, welcomed all present to the meeting.

2 APOLOGIES

Apologies were received from Crs Galvin (Mayor), Coleman (Deputy Mayor), Crispin, Crump and Dixon OAM.

COMMITTEE RESOLUTION:

THAT the apologies received from Crs Galvin, Coleman, Crispin, Crump and Dixon OAM are accepted.

3 PRESENTATION

Nil

4 CALL FOR THE DECLARATIONS OF INTERESTS, GIFTS RECEIVED AND CONFLICTS OF INTEREST

Nil

5 CONFIRMATION OF PREVIOUS MINUTES

THAT the minutes of the previous meeting held on 9th December 2024 be accepted.

6 OFFICERS' REPORTS

6.1 Audit Engagement Plan

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.5 Provision of responsible internal governance

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

Forsyth's will attend via Teams to present the 2025 Annual Engagement Plan for Council's Financial Statements Audit.

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TABLED ITEMS Nil

BACKGROUND

Each year, Council's auditors present the Annual Engagement Plan detailing the scope, planning dates and costs associated with the Audit.

COMMENT

Council has been involved in discussions with Forsyth's to ensure the dates committed to are achievable.

OFFICER RECOMMENDATION

THAT the report be noted.

ATTACHMENTS

1. F A 1736 Annual Engagement Plan 30 June 2025 [6.1.1 - 26 pages]

COMMITTEE RESOLUTION:

THAT the report be noted.

FURTHER that Mr Sauer is thanked for his presentation.

2025 March ARIC

Gwydir Shire Council



Mr Max Eastcott
General Manager
Gwydir Shire Council
Locked Bag 5
Bingara NSW 2404

Contact: Furqan Yousuf
Phone no: 02 9275 7470
Our ref: R008-1981756498-931

3 February 2025

Dear Mr Eastcott

**Audit of the Gwydir Shire Council
for the year ending 2025**

Attached is the Annual Engagement Plan (AEP) for the audit of the Gwydir Shire Council's (the Council) financial statements for the year ending 2025. The AEP reflects conditions unique to this engagement. You will find the standard Terms of Engagement on the Audit Office website at <https://www.audit.nsw.gov.au/our-stakeholders/local-government>.

If you would like to discuss the AEP, please call me on 02 9275 7470 or Jacob Sauer on 02 6773 8400. The AEP will be presented to the next Audit, Risk and Improvement Committee on 11 March 2025.

The information in this letter and any attachments is confidential and intended for management and those charged with governance only. This document may not be shared with other parties without the consent of the Audit Office.

Yours sincerely

A handwritten signature in black ink, appearing to read "Furqan".

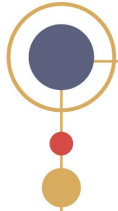
Furqan Yousuf
Director, Financial Audit

cc: Cr Tiffany Galvin, Mayor
Mr Jack O'Hara, Chair of the Audit, Risk and Improvement Committee

Level 19, Darling Park Tower 2, 201 Sussex Street, Sydney NSW 2000
GPO Box 12, Sydney NSW 2001 | t 02 9275 7100 | mail@audit.nsw.gov.au | audit.nsw.gov.au

2025 March ARIC

Gwydir Shire Council



Annual Engagement Plan

for the year ending 2025

Gwydir Shire Council



INSIGHTS FOR BETTER GOVERNMENT

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1. SCOPE

This Annual Engagement Plan (AEP) contains important information about this year's audit.

The scope of our audit comprises an:

- audit of the Gwydir Shire Council's (the Council) general purpose financial report, with:
 - an Independent Auditor's Report on the general purpose financial statements in accordance with section 417 of the *Local Government Act 1993* (LG Act)
 - a Report on the Conduct of the Audit in accordance with section 417(3) of the LG Act
- Independent Auditor's Report on the special purpose financial statements (SPFS) for all business activities declared by the Council in accordance with section 413(2) of the LG Act
- Independent Auditor's Report on the Special Schedule 'Permissible income for general rates' in accordance with section 413(2) of the LG Act
- Independent Auditor's Report(s) for the engagements listed under section 7 Other engagements.

Special purpose reporting framework

The Council will prepare the SPFS, mentioned in the scope above, using frameworks prescribed by the Local Government Code of Accounting Practice and Financial Reporting (the Code). Management's disclosures will alert users that the SPFS are not prepared in accordance with all standards within the Australian Accounting Standards framework.

The audit team's objective is to express an opinion on whether these SPFS are prepared in accordance with the requirements of the Code, solely for the purposes of reporting to the Office of Local Government (OLG) within the Department of Planning, Housing and Infrastructure (the department). As a result, the Independent Auditor's Reports will include a 'Basis of Accounting' paragraph identifying that the SPFS may not be suitable for another purpose.

2. KEY ISSUES

The table below details our audit assessment of issues and risks that may impact this year's audit and how the audit team will respond to them.

Issue or risk	Exposure	Audit response
Key audit issues and risks		
Comprehensive valuations and fair value assessment of infrastructure, property, plant and equipment (IPPE) assets		
At 30 June 2024, Council reported IPPE of \$536 million, the majority of which are carried at fair value in accordance with Australian Accounting Standards.	The valuation of assets is inherently complex and susceptible to material misstatement.	For valuations performed by an external party, the audit team will:
This year Council will be formally revaluing the Roads asset class with the help of an external expert.	Heightened risk of carrying values of IPPE being materially different from fair value. This could lead to the financial statements being materially misstated.	<ul style="list-style-type: none"> • review Council's instructions to the valuer • review processes undertaken by Council to ensure information supplied to the valuer is complete and accurate • assess the qualifications, competence, capability and objectivity of management's independent valuer • assess the appropriateness of the valuation methodology
For assets, not subject to a formal valuation this year, Australian Accounting standards require Council to annually assess:		
<ul style="list-style-type: none"> • whether the carrying value of IPPE materially reflects fair value 		

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Issue or risk	Exposure	Audit response
<ul style="list-style-type: none"> useful lives remain reasonable whether any assets are impaired, including the impact of natural disaster events. <p>The annual assessment along with significant judgement and assumptions should be documented.</p>		<p>used and the key assumptions and judgements adopted</p> <ul style="list-style-type: none"> review processes undertaken by Council to assure itself of the validity of the valuation assess the sufficiency and appropriateness of the valuation against the requirements of applicable Australian Accounting Standards agree valuation amounts to the reported financial statement balances assess the adequacy of the financial statement disclosures against the requirements of applicable Australian Accounting Standards. <p>For assets classes not subject to comprehensive revaluation this financial year, the audit team will review the fair value assessment performed by Council to determine whether the carrying value of these assets materially reflect fair value at balance date.</p>
Amendments to AASB 13 'Fair Value Measurement'		
<p>AASB 2022-10 'Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities' amended AASB 13, including adding authoritative implementation guidance and providing related illustrative examples for fair value measurements of non-financial assets of not-for-profit (NFP) public sector entities.</p> <p>The amendments to AASB 13 apply to the non-financial assets of the Council not held primarily for their ability to generate net cash inflows prospectively for the 2024–25 financial year.</p> <p>Management needs to perform an impact assessment early in the 2024–25 reporting cycle to assesses whether the Council's current valuation assumptions and processes are consistent with the guidance. The assessment should</p>	<p>The Council may not be in a position to ensure the fair value of their assets are measured in accordance with the requirements of AASB 13.</p>	<p>We will:</p> <ul style="list-style-type: none"> review management's assessment of the impacts of the amendments to AASB 13 on the fair value measurements including the evidence provided to support the assessment review key estimates and judgements used in the fair value measurement to ensure these comply with the requirements of AASB 13 including: <ul style="list-style-type: none"> the appropriateness of including certain costs in the gross replacement cost, such as hypothetical costs of removing unwanted structures, disruptions costs and replacing disturbed third-party assets the appropriateness of the Council's own

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Issue or risk	Exposure	Audit response
<p>be supported by accounting position papers documenting the possible impacts on the fair value measurements of relevant assets, quantifying the impact and highlighting any changes to significant management assumptions.</p> <p>Further details on the amendments are included in Appendix two.</p> <p>Quality and timeliness of financial reporting</p> <p>Quality and timeliness of financial reporting is key for sound financial management, public accountability and effective decision making. Absence of an effective project plan for year-end financial reporting can result in delays, errors, poor quality and increased audit costs.</p> <p>Quality and timeliness can improve by:</p> <ul style="list-style-type: none"> • preparing proforma financial statements before 30 June 2025 • assessing the impact of material, complex and one-off significant transactions • documenting significant judgements and assumptions used to prepare financial statements • assessing the impact of new and revised accounting standards effective in the current and future years • completing valuations, fair value assessments and other IPPE requirements before 30 June 2025 • regularly reconciling key accounts and clearing reconciling items • involving the Audit, Risk and Improvement Committee early in the financial reporting process, to review the project plan and the financial statements. 	<p>Inadequately planned financial reporting process increases the risk of poor quality financial statements, increased audit costs and/or not meeting the statutory deadline.</p>	<p>assumptions used in the valuation</p> <ul style="list-style-type: none"> – other assumptions, such as consideration of obsolescence factors (functional or economic) and expected pattern of consumption of future economic benefits. <p>We will evaluate the Council's internal control environment and relevant controls to support the preparation of quality draft financial statements. This includes an evaluation of routine finance functions such as month-end reconciliations which enable management to produce monthly finance reporting; support decision making; the management of information and scarce resources; and ultimately, management's ability to produce a timely set of year-end financial statements.</p>

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Issue or risk	Exposure	Audit response
Cyber security		
<p>The Council relies on digital technology to deliver services, organise and store information, manage business processes, and control critical infrastructure. The increasing global interconnectivity between computer networks has dramatically increased the risk of cyber security incidents. Such incidents can harm the Council's service delivery and may include the theft of information, denial of access to critical technology, or even the hijacking of systems for profit or malicious intent.</p> <p>Cyber security risks may represent a risk of material misstatement to the Council's financial statements.</p> <p>Our work is performed in this context and is not designed to provide assurance to the Council about the overall sufficiency or effectiveness of their system of cyber security controls.</p>	<p>Cyber security risks increase the susceptibility of the Council's systems and data being compromised due to a cyber incident, which may affect the confidentiality of citizen's data and the reliability of services.</p> <p>Cyber security risks increase the risk that the financial statements may be materially misstated due to fraud or error such as:</p> <ul style="list-style-type: none"> theft/loss of funds or other assets errors arising from the disruption of key system services damage to or manipulation of data. <p>A cyber security incident may also impact the financial statements due to:</p> <ul style="list-style-type: none"> an increase in expenses related to the investigation, breach notification and remediation, including the costs of legal and other professional services the recognition of provisions or disclosure of contingent liabilities due to legal action for loss of sensitive data a loss of data to support transactions and balances. 	<p>To meet our obligations under Australian Auditing Standard ASA 315 'Identifying and Assessing the Risks of Material Misstatement' we will:</p> <ul style="list-style-type: none"> assess whether cyber security risks represent a risk of material misstatement to the Council's financial statements assess whether management's risk assessment process considers cyber security risks determine how the roles and responsibilities for cyber security are established obtain an understanding of the process: <ul style="list-style-type: none"> for safeguarding critical systems and assets to monitor and detect security risks or incidents for disclosing and reporting cyber security breaches and incidents perform additional procedures as required based on our risk assessment.
Rehabilitation provision		
<p>The Council is responsible for rehabilitating closed and operating landfill sites. The rehabilitation obligations over the next 7 years were estimated at \$3.8 million at 30 June 2024. Management will reassess the rehabilitation provision at 30 June 2025.</p>	<p>Changes in cost assumptions, judgements, long term interest rates and extent of rehabilitation completed will have an impact on the value of the provision for rehabilitation.</p>	<p>We will:</p> <ul style="list-style-type: none"> review the key controls the Council has implemented to manage its rehabilitation obligations continue to assess the assumptions, judgements and estimates used in determining the provision.

The significance of the issues and risks may change and new developments may emerge during the audit. We will inform you of significant new matters as they arise and the likely impact on the audit.

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3. AUDIT APPROACH

Materiality

Australian Auditing Standards require the audit team to obtain reasonable assurance that the financial statements are free from material misstatement, whether due to fraud or error. Misstatements are considered material, if individually or in aggregate, they could reasonably be expected to influence the decisions users take based on the financial statements. The concept of materiality is applied by the auditor both in planning and performing the audit, and in evaluating the effect of identified misstatements on the audit and of uncorrected misstatements, if any, on the financial statements and in forming the opinion in the auditor's report.

We will apply professional judgment to determine the materiality for our audit. Materiality is determined by applying a percentage to a chosen benchmark. A single materiality will be determined for the financial statements as a whole, unless there are specific elements of the financial statements where we have assessed a lower materiality for a particular class of transactions, account balance or disclosure is appropriate. The benchmark chosen and percentage applied depends on the nature and circumstances of the entity and may vary between audits.

Audit approach for key business and accounting processes

The audit approach is developed based on our understanding of the issues, new developments and key risks that may impact the financial statements.

We have obtained an understanding of the Council's business and accounting processes and internal controls relevant to the financial statements to help us identify risks that may impact the financial statements.

[Appendix one](#) details our observations on the business and accounting processes relevant to the financial statements and our planned audit approach. We will inform you of significant matters that impact the audit as they are identified.

Audit approach to identify and assess the risks of material misstatement

Australian Auditing Standard ASA 315 'Identifying and Assessing the Risks of Material Misstatement' requires the audit team to ensure a continued focus on audit quality in light of the changing economic, environmental and technological environment.

This includes performing a detailed risk assessment when considering the environment the entity operates in, as well as assessing the impact of the changing and evolving use of technology within an entity. This includes understanding the use of IT in every significant financial statement line item, considering the Council's:

- automated business processes
- reliance on system generated reports
- level of customisation of IT systems
- business model complexity
- extent of change during the year in relation to systems and processes
- use of emerging technologies.

Audit procedures may be impacted as a result of greater understanding. Enquiry alone may no longer be sufficient. This may also result in more applications being scoped in from our assessment and greater assistance from the Systems Assurance team may be required.

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Audit approach for the risk of fraud relating to the financial statements

Australian Auditing Standard ASA 240 'The Auditor's Responsibilities Relating to Fraud in an Audit of a Financial Report' requires the audit team to consider material misstatements resulting from fraudulent financial reporting and misappropriation of assets. Although the primary responsibility for the prevention and detection of fraud is with management and those charged with governance, it is our responsibility to obtain reasonable assurance that the financial statements are free from material misstatement, whether due to fraud or error.

We are therefore required to maintain our professional scepticism throughout the audit, considering the potential for management override of controls, which is a presumed significant risk. Our approach to address this risk will include:

- performing journal entries testing, selecting adjustments made during the financial period, including period end adjustments, and making enquiries of individuals involved in the financial reporting process about inappropriate or unusual activity relating to journals
- reviewing accounting estimates for biases and assessing the judgement and decisions of management for appropriateness
- reviewing significant transactions outside the normal course of business to conclude whether the transaction reflected fraudulent financial reporting or a misappropriation of assets
- any other procedures identified as part of our risk assessment.

Matters identified in our audit of a fraud or indication of a fraud will be reported in the Management Letter and/or Engagement Closing Report.

Follow up of issues identified in the previous audit

The audit team will examine, update and report on the status of issues raised in last year's Engagement Closing Report and Management Letter.

4. ACCESS TO AUDITEE INFORMATION

Access to Cabinet information and information subject to legal professional privilege

Under section 423(4) of the LG Act, the Auditor-General is entitled to full and free access to all Cabinet information and information subject to legal professional privilege (confidential information).

This means that councils and joint organisations are required to provide confidential information when requested by the audit team during the conduct of the audit.

It should be noted that all information received by the audit team as part of the audit is subject to secrecy under section 425 of the LG Act. This means that information cannot be disclosed except in certain limited circumstances. In relation to confidential information, even in the specified limited circumstances, there is an additional requirement for the Auditor-General to authorise any disclosure.

Under section 423A of the LG Act, the Auditor-General may authorise the disclosure of confidential information only if:

- in the Auditor-General's opinion, the disclosure of the confidential information is in the public interest and necessary for the exercise of the Auditor-General's functions, and
- the Auditor-General has, at least 28 days before authorising the disclosure of the confidential information, notified the Premier that the Auditor-General is proposing to disclose the information, and
- the Premier has not, within 28 days after being notified by the Auditor-General of the proposed disclosure, issued a certificate that the disclosure of the confidential information is, in the Premier's opinion, not in the public interest.

For further information refer to The Cabinet Office's fact sheet '[Access by Auditor-General to Confidential Information](#)'.

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Accessing and using auditee data

As part of the audit, relevant and reliable information from the Council is fundamental to the audit team being able to obtain sufficient and appropriate audit evidence to support the audit opinion. The audit team's ability to access and utilise auditee data is increasingly being facilitated by technology to help auditors capture, store and analyse the data in more effective and efficient ways – whether it be to support the audit conclusion or provide insights to the auditee.

To assist the audit team conduct the audit in an effective and efficient manner, it is therefore important that the Council ensures the data is in a useable format and is complete and accurate before providing this to the audit team.

To protect the data provided to the audit team the Council should ensure:

- confidential and sensitive information (paper, electronic) is labelled accordingly. The ['NSW Government Information Classification, Labelling and Handling Guidelines'](#) provides useful information to assist with labelling
- any personal, health or other sensitive information that is not required for the audit is removed. While the Audit Office implements measures to prevent unauthorised access to sensitive information, removing any sensitive data fields that are not required helps protect the privacy of members of the public, staff, contractors
- electronic data files are transmitted or physically delivered to the audit team in encrypted format, delivered securely or have had similar steps taken to prevent the unauthorised access to, or misuse of the information.

Protecting auditee data

Data is the foundation of auditing, and we rely on access to auditee data to deliver our audit mandate. As noted above, the LG Act provides the Audit Office with the legislative right to access information that relates to our audit or audit-related services. To avoid breaching the secrecy provisions outlined in the LG Act, we must ensure that information accessed in the course of our work remains confidential and is only used for authorised purposes. We take our role in protecting data seriously and our approach for protecting data is outlined on our website in the following publication [Our approach to protecting your data](#).

Accessing accounting, consulting or legal advice from professional services firms that may impact the financial statements

As part of the audit, we will understand the issues, new developments and key risks that may impact the financial statements. This includes reviewing and assessing any advice (draft and final) that the Council has received that is relevant to the financial statements.

If the Council has or intends to obtain advice from professional services firms, please provide us with the following when received:

- information on all legal issues and the draft (earliest formal and final version) and final legal opinions relevant to the financial statements
- copies of all earliest formal and final drafts used to support an accounting position and finalised advice requested and/or received from accounting, valuation, taxation or other experts.

For information on suggested protocol when obtaining advice that may impact the financial statements, please refer to section 10 of the Terms of Engagement.

5. ENGAGEMENT COMMUNICATIONS

Communications to 'Those Charged with Governance'

Senior members of the audit team will attend relevant Audit, Risk and Improvement Committee meetings and brief those charged with governance on audit progress, identified issues and their resolution.

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We will liaise with management and those charged with governance to determine the meetings we will attend.

We have identified those charged with governance for the Council as the:

- General Manager who will receive our Engagement Closing Report, identifying audit findings, and the type of opinion we anticipate issuing prior to signing the financial statements
- General Manager will also receive the Management Letter containing detailed explanations of significant matters, governance matters, significant weaknesses and recommendations for improvement identified in the current audit
- Mayor, who will receive the Independent Auditor's Report for the general purpose financial statements and special purpose financial statements and the Report on the Conduct of the Audit. The Mayor will also receive copies of the Engagement Closing Report and Management Letter.

The Audit, Risk and Improvement Committee will receive copies of the Engagement Closing Report and Management Letter.

Please advise the audit team if additional persons charged with governance should be included in these communications. The [Terms of Engagement](#) contains more information on the Audit Office's communication obligations.

6. ENGAGEMENT TIMETABLE

General purpose and special purpose financial statements

The Engagement Information Request (EIR) will be made available on 28 February 2025. The EIR includes dates agreed with management to deliver the information required for the audit. Where management does not respond to EIRs in a timely way, or does not provide supporting workpapers of sufficient quality, the proposed timetable and estimated cost are at risk. We make every effort to identify all information requirements to be included in the EIR but may request further information during the audit. It is important that additional requests are also responded to promptly and appropriately to meet the reporting timetable and avoid cost overruns.

The engagement timetable, designed to achieve statutory financial reporting requirements, has been discussed and agreed with Helen Thomas, Chief Financial Officer.

Event	Date(s)
• Audit team starts audit planning	January 2025
• Audit team provides the EIR to Helen Thomas, Chief Financial Officer	28 February 2025
• Audit team attends Audit, Risk and Improvement Committee meeting to present the AEP	11 March 2025
• Audit team starts interim audit	12 May 2025 (Onsite week commencing 19 May 2025)
• Audit Office issues management letter detailing issues from the interim audit	15 July 2025
• The Council gives financial statements and quality reviewed supporting working papers listed in the EIR to the audit team for the: <ul style="list-style-type: none"> – general purpose financial statements – special purpose financial statements (declared business activities and Special Schedule 'Permissible income for general rates') 	25 August 2025
• The dates proposed for the items following are dependent on Council's delivery of all items specified in the EIR by the dates indicated. Dates will be revised if delivery of required information is delayed.	

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Event	Date(s)
• Audit team starts audit of financial statements	1 September 2025 (onsite week commencing 8 September 2025)
• Audit clearance meeting	17 October 2025
• Audit Office issues Engagement Closing Report	28 October 2025
• Audit team attends Audit, Risk and Improvement Committee meeting to present the Engagement Closing Report	December (date TBC)
• The Council signs and gives Management Representation Letter to audit team	On or before 31 October 2025
• A sample of the representation letter is available on the Audit Office website: https://www.audit.nsw.gov.au/our-stakeholders/local-government	
• Audit Office issues to the Council and to the Secretary of the department, in accordance with section 417 of the LG Act the: <ul style="list-style-type: none"> – Independent Auditor's Report on the general purpose financial statements – Report on the Conduct of the Audit 	Upon receipt of the signed financial statements and management representation letter
• Audit Office issues Independent Auditor's Report on the special purpose financial statements for the Council's declared business activities and Special Schedule 'Permissible income for general rates' to Council	Upon receipt of the signed financial statements and management representation letter
• Audit Office reports any identified significant issues to the Minister in accordance with section 426 of the LG Act	No later than 31 October 2025
• The Council gives the audit team final version of draft Annual Report to review for consistency with the financial statements	As soon as possible
• Audit Office issues final Management Letter	15 December 2025

Other audits and acquittals

The EIR details workpapers and other supporting documentation needed for timely completion of the audit.


The audit timetable has been discussed and agreed with Helen Thomas, Chief Financial Officer.

Event	Date(s)
Application for Payment of Pensioner Concession Subsidy	
• The Council gives the Application and supporting workpapers listed in EIR to the audit team	11 August 2025
• The dates proposed for the items following are dependent on Council's delivery of all items specified in the EIR by the dates indicated. Dates will be revised if delivery of required information is delayed.	
• Audit team starts audit of the Application	15 August 2025
• The Council signs and gives Management Representation Letter to audit team	To be signed as near as practical to the date of the Independent Auditor's Report but not after
• A sample of the representation letter is available on the Audit Office website: https://www.audit.nsw.gov.au/our-stakeholders/local-government	

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Event	Date(s)
• Audit Office signs the Independent Auditor's Report	No later than 30 September 2025
• Audit Office issues Management Letter	15 December 2025
Roads to Recovery Program	
• The Council gives the Statement and supporting workpapers listed in EIR to the audit team	25 August 2025
• The dates proposed for the items following are dependent on Council's delivery of all items specified in the EIR by the dates indicated. Dates will be revised if delivery of required information is delayed.	
• Audit team starts audit of the Statement	27 August 2025
• The Council signs and gives Management Representation Letter to audit team	To be signed as near as practical to the date of the Independent Auditor's Report but not after
• A sample of the representation letter is available on the Audit Office website: https://www.audit.nsw.gov.au/our-stakeholders/local-government	
• Audit Office signs the Independent Auditor's Report	No later than 31 October 2025
• Audit Office issues Management Letter	15 December 2025
Local Roads and Community Infrastructure Program	
• The Council gives the Statements and supporting workpapers listed in EIR to the audit team	25 August 2025
• The dates proposed for the items following are dependent on Council's delivery of all items specified in the EIR by the dates indicated. Dates will be revised if delivery of required information is delayed.	
• Audit team starts audit of the Statements	27 August 2025
• The Council signs and gives Management Representation Letter to audit team	To be signed as near as practical to the date of the Independent Auditor's Report but not after
• A sample of the representation letter is available on the Audit Office website: https://www.audit.nsw.gov.au/our-stakeholders/local-government	
• Audit Office signs the Independent Auditor's Report	No later than 31 October 2025
• Audit Office issues Management Letter	15 December 2025

7. OTHER ENGAGEMENTS

Application for Payment of Pensioner Concession Subsidy, Roads to Recovery Program and Local Roads and Community Infrastructure Program

The Audit Office [website](#) provides additional information on the terms and scope of the audits for the Application for Payment of Pensioner Concession Subsidy, the Roads to Recovery Program and the Local Roads and Community Infrastructure Program.

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**Additional Engagements**

The Council may require audits of grant acquittals, compliance with legislation, or to provide assurance on information, reports or returns under the terms of a contract, lease or agreement.

Please advise the audit team if the Council wishes or is required by legislation, agreements and so on to engage the Audit Office to perform any additional audits, reviews or acquittals. Separate engagement letters will be issued to confirm the terms, scope, key issues and fee arrangements for requests received after the issue of this AEP.

8. ENGAGEMENT FEES

	2025	2024	Increase/(decrease)	
	\$	\$	\$	%
Estimated audit fee	85,100	82,600	2,500	3.0
Additional procedures on:				
- implementation of new electronic time sheeting system Element time	--	2,000	(2,000)	(100)
Total audit fee (excluding GST)	85,100	84,600	500	0.6

The 2025 estimated audit fee includes:

- an audit of the general purpose financial statements that includes:
 - an Independent Auditor's Report
 - a Report on the Conduct of the Audit
- Independent Auditor's Reports on the special purpose financial statements of Council's declared business activities and Special Schedule 'Permissible income for general rates'
- Independent Auditor's Report on the Application for Payment of Pensioner Concession Subsidy
- Independent Auditor's Report on the Chief Executive Officer's Financial Statement for the Roads to Recovery Program under Part 8 of the *National Land Transport Act 2014*
- Independent Auditor's Report on the Chief Executive Officer's Financial Statements for the Local Roads and Community Infrastructure Program.

The estimated audit fee is based on our expected costs to deliver the audit. We incorporate into our cost known changes in the Council's operations and audit requirements. In estimating our costs we benchmark when estimating hours, the appropriate audit team structure and current charge-out rates. Our cost estimate is dependent on council's timeliness in delivering quality draft financial statements, supporting workpapers and meeting EIRs.

Where our audits are delivered by an Audit Service Provider (ASP) we recover the costs of the services charged by the ASP. ASPs are engaged through an open tender process in order to achieve the best possible value for money outcome.

More information on how the Audit Office sets its audit fees can be found in the [2024-2026 Finance Strategy](#) on our website. The Audit Office is largely self-funded from financial audit fees paid by auditees and our audit fees are set to ensure we at least break even over the medium term.

Our audit fee is determined based on the size, nature, risks and complexity of the audit. This includes considering the maturity of the internal control environment, the history of misstatements, the ability to prepare high quality and timely financial statements and the provision of working papers in a timely manner, the number of income and expense streams, and the extent of significant accounting estimates and judgements. These factors inform decisions around the most optimal team (resource) mix and the estimated hours required to complete the audit. Approved hourly charge-out rates for each role in the audit team are then applied to the estimated hours to calculate the estimated audit fee.

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The fee may change if matters, not known at the date of this plan, emerge during the audit and significantly change the estimated audit cost. Proposals for additional fees will be discussed with management.

The Council will be invoiced monthly as costs are incurred. The Audit Office's payment terms are 14 days.

Please provide the Audit Office with a purchase order for the total estimated audit fee.

9. ENGAGEMENT TEAM

Engagement team

The proposed audit team for this engagement is:

Engagement Controller:	Furqan Yousuf, CPA Director, Financial Audit Services 02 9275 7470 Email: furqan.yousuf@audit.nsw.gov.au
Engagement Manager:	Tahsin Hossain, CA Associate Director, Financial Audit Services 02 9275 7276 Email: tahsin.hossain@audit.nsw.gov.au
Audit Service Provider Engagement Partner:	Jacob Sauer, CA Principal 02 6773 8400 Email: jsauer@forysyths.com.au
Audit Service Provider Engagement Manager:	Ricky Goel, CA Audit Manager 02 6773 8400 Email: rgoel@forysyths.com.au

Auditor independence

We confirm, to the best of our knowledge and belief, the proposed audit team meets the independence requirements of the Australian Auditing Standards, and other relevant ethical requirements relating to the audit of the financial statements. In conducting the audit of the financial statements, should any contraventions to independence arise you will be notified of these on a timely basis.

Ethical standards have specific restrictions on employment relationships between an auditee and members of its current or previous audit teams. Please discuss the prospective employment of a current or former audit team member before starting formal employment negotiations with them.

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10. FINANCIAL REPORTING MATTERS

[Appendix two](#) provides an overview of new accounting standards effective for the first time in the current and next financial year that may have an impact on Council's financial statements.

The Council should refer to the '[Financial Reporting Issues and Developments](#)' for the local government sector available on the Audit Office website to identify:

- current issues and financial reporting developments that may impact the audit
- accounting standards and pronouncements issued during the year that may impact the financial statements and/or annual report.

11. REPORTING TO PARLIAMENT

The Auditor-General's Report to Parliament (the Report) will report on trends and provide an independent assessment of the sector focusing on the following areas:

- the results of the council and joint organisation audits of the 2024–25 financial statements
- themes and key observations relating to financial reporting, performance, governance and internal controls.

We will advise of the specific topics the Auditor-General intends to comment on in the Report, the relevant performance data to be collected and the timetable for submitting the information to the audit team. The information reported may change depending on the matters identified during the audit. We will advise you if this occurs.

The Report may make recommendations for specific councils, joint organisations or the sector more generally.

The draft Report commentary will be given to the Secretary of the department and the Minister for Local Government for consideration. If there are specific comments about the Council, they will be given to General Manager for consideration. The Audit Office would appreciate receiving Council's specific comments, within five working days of receiving the draft commentary. Responses should only be provided where there is fundamental disagreement with the factual content or the Audit Office's interpretation of the data. This helps ensure the Report is not unduly delayed.

The draft Report needs to remain confidential during this process and not disclosed outside the Council.

[Appendix three](#) provides details of recently tabled reports which may be relevant to the Council.

12. OTHER MATTERS

Workplace Health and Safety Legislation

Workplace health and safety (WHS) laws make the Council responsible for meeting legislated standards to ensure the health, safety and welfare for the audit team when they are at your premises.

It is the Council's responsibility to:

- provide the audit team with suitable accommodation and appropriate WHS induction
- implement effective health and safety management systems to manage any hazards and risks
- ensure the audit team is aware of and complies with special personal protective equipment requirements
- appropriately brief the audit team and issue them with the necessary personal protective equipment and training in its proper use.

Further details are provided in the [Terms of Engagement](#).

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Feedback on our performance

At the conclusion of the audit, the Audit Office will ask the agency head (or delegate) and the Audit and Risk Committee Chair to participate in a survey. We encourage your participation in this survey as your feedback on our performance helps us to identify opportunities for improving our products and services.

The survey process is conducted by an independent research company.

Matters covered elsewhere

Please read the AEP together with the standard [Terms of Engagement](#), which provides additional information on:

- the Auditor-General's responsibilities
- auditee resources
- engagement approach
- communication and reports
- submitting financial statements for audit
- materiality, risk and the inherent limitations of an audit
- provision of working papers
- representations
- access
- clearance meetings
- accommodation, facilities and staff amenity
- determination of fees for engagements.

Publications

The Audit Office has the following useful publications on our website:

- '[Annual Work Program](#)' explains how the Audit Office decides what to focus on and what we intend to cover in the next year. It also gives Parliament, the entities we audit and the broader community some certainty over future topics and the timing of our reports
- '[Professional Update](#)' published quarterly to help auditees and our staff keep abreast of key accounting, auditing and legislative developments in the NSW public sector, including pronouncements by professional standard setters and changes in the regulatory environment. To subscribe or access previous editions please visit our website at: <https://www.audit.nsw.gov.au/our-work/resources>
- '[Local Government Pronouncements Guidance Note](#)' listing key reporting pronouncements issued by OLG.

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APPENDIX ONE – AUDIT APPROACH FOR KEY BUSINESS AND ACCOUNTING PROCESSES

The table below details our observations on the business and accounting processes relevant to the financial statements and our planned audit approach.


Business / accounting process	Observation of business / accounting process	Audit approach
Purchasing and payables	<p>The Council uses Civica Authority to initiate, process and record purchases. Management relies on automated and IT-dependent manual controls to ensure that all valid purchasing transactions are processed and accurately recorded in accordance with the Council's policies.</p> <p>We have identified the following risks:</p> <ul style="list-style-type: none"> • non-compliance with policies and procedures • incorrectly classifying transactions • ineffective procurement controls • fraud and error. 	<p>We will evaluate the design and implementation of relevant controls with a plan to test their operating effectiveness. This will include assessing management controls to ensure the Council's procurement policies are complied with. Our substantive audit procedures will be designed to address other identified risks.</p>
Payroll and related provisions	<p>The Council uses system Civica Authority to initiate, process and record payroll transactions with the timesheets being recorded in an electronic timesheet system 'Element Time'. Management relies on automated and IT-dependent manual controls to ensure that all valid payroll transactions are processed and accurately recorded in accordance with the Council's policies.</p> <p>We have identified the following risks:</p> <ul style="list-style-type: none"> • non-compliance with policies and procedures • incorrectly estimating provisions and on-costs • ineffective payroll controls, including lack of segregation of duties • fraud and error. 	<p>We will evaluate the design and implementation of relevant controls with a plan to test their operating effectiveness. Our substantive audit procedures will be designed to address other identified risks.</p> <p>We will review the work of the actuary, including assessing their objectivity, qualifications and experience in calculating LSL liabilities. Our review will focus on the key inputs, judgements and assumptions.</p>
Rates and annual charges and receivables	<p>The Council uses Civica Authority to initiate process and record rates and annual charges and receivables transactions.</p> <p>Management relies on automated and manual controls to ensure all valid rates and annual charges, and receivables transactions are processed and accurately recorded in accordance with the Council's policies.</p> <p>We have identified the following risks:</p> <ul style="list-style-type: none"> • non-compliance with policies and procedures • incorrectly classifying transactions 	<p>We will evaluate the design and implementation of relevant controls with a plan to test their operating effectiveness where deemed required. Our substantive audit procedures will be designed to address other identified risks.</p>

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Business / accounting process	Observation of business / accounting process	Audit approach
	<ul style="list-style-type: none"> ineffective controls, including lack of segregation of duties fraud and error. 	
Other revenues and receivables	<p>The Council uses Civica Authority to initiate process and record other revenue and related other receivables transactions.</p> <p>Management relies on automated and IT-dependant manual controls to ensure all valid other revenue, and receivables transactions are processed and accurately recorded in accordance with the Council's policies.</p> <p>We have identified the following risks:</p> <ul style="list-style-type: none"> non-compliance with policies and procedures incorrectly classifying transactions ineffective controls, including lack of segregation of duties fraud and error. 	<p>We will evaluate the design and implementation of relevant controls with a plan to test their operating effectiveness where deemed required.</p> <p>Our substantive audit procedures will be designed to address other identified risks.</p>
Grants and contributions and receivables	<p>The Council uses Civica Authority to initiate process and record grants and contributions revenue and receivables transactions.</p> <p>Management relies on automated and manual controls to ensure all valid grant and contributions revenue and related receivable transactions are processed and accurately recorded in accordance with the Council's policies.</p> <p>We have identified the following risks:</p> <ul style="list-style-type: none"> non-compliance with funding agreement incorrectly classifying capital and operating grant transactions unexpended grant funding not correctly treated allocation of grants into incorrect accounting period. 	<p>We will evaluate the design and implementation of relevant controls with a plan to test their operating effectiveness where deemed required.</p> <p>Our substantive audit procedures will be designed to address other identified risks.</p>
Treasury (cash, investments and borrowings)	<p>The Council uses Civica Authority to initiate process and record Treasury transactions.</p> <p>Management relies on automated and IT dependent manual controls to ensure all valid Treasury transactions are processed and accurately recorded in accordance with the Council's policies.</p> <p>We have identified the following risks:</p> <ul style="list-style-type: none"> non-compliance with policies and procedures 	<p>We will evaluate the design and implementation of relevant controls with a plan to test their operating effectiveness where deemed required.</p> <p>Our substantive audit procedures will be designed to address identified risks.</p>

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Business / accounting process	Observation of business / accounting process	Audit approach
	<ul style="list-style-type: none"> incorrectly classifying transactions ineffective controls, including lack of segregation of duties fraud and error restricted cash balances may not be used in appropriate purposes. 	
Inventory and cost of sales	<p>The Council uses Civica Authority to initiate process and record inventory transactions.</p> <p>Management relies on automated and manual controls to ensure all valid inventory transactions are processed and accurately recorded in accordance with the Council's policies.</p> <p>We have identified the following risks:</p> <ul style="list-style-type: none"> non-compliance with policies and procedures ineffective controls, including lack of segregation of duties fraud and error. <p>The Council's inventory balance is not material to the financial statements, thus there is a low risk of misstatement.</p>	<p>The Council's inventory balance is not material to the financial statements, thus there is a low risk of misstatement.</p> <p>We will evaluate the design and implementation of relevant controls. Our substantive audit procedures will be designed to address identified risks.</p>
Infrastructure, property, plant and equipment (IPPE), depreciation and asset remediation	<p>The Council uses Civica Authority to initiate, process and record IPPE transactions.</p> <p>Management relies on automated and IT-dependent manual controls to ensure that all valid IPPE transactions are processed and accurately recorded in accordance with the Council's policies.</p>	<p>We will evaluate the design and implementation of relevant controls.</p> <p>Section two Key issues details the audit procedures we will perform over:</p> <ul style="list-style-type: none"> management's assessment of the fair value of the Council's IPPE at 2025 comprehensive revaluations of IPPE management's assessment of the rehabilitation provision at 2025 <p>Our substantive audit procedures will be designed to address other identified risks.</p>
Other year-end reporting adjustments	<p>The Council makes manual adjustments to the Civica Authority General Ledger as part of the part of the year end reporting process.</p> <p>We have identified the following risks:</p> <ul style="list-style-type: none"> erroneous or fraudulent manual journals omission of material year-end adjustments due to manual nature of the process. 	<p>We will evaluate the design and implementation of relevant controls including the review of manual journals effectiveness.</p> <p>Our substantive audit procedures will be designed to address identified risks, including a review of manual journals and discussions with management.</p>

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APPENDIX TWO – FINANCIAL REPORTING DEVELOPMENTS

New accounting standards

AASB 2022-10 'Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities'

This Standard amends AASB 13 'Fair Value Measurement', including adding authoritative implementation guidance and providing related illustrative examples, for fair value measurements of non-financial assets of not-for-profit (NFP) public sector entities not held primarily for their ability to generate net cash inflows.

Specifically, for such an asset, this Standard:

- specifies that the entity is required to consider whether the asset's highest and best use differs from its current use only when, at the measurement date, it is:
 - classified as held for sale or held for distribution to owners in accordance with AASB 5 'Non-current Assets Held for Sale and Discontinued Operations'; or
 - highly probable that the asset will be used for an alternative purpose to its current use
- clarifies that the asset's use is 'financially feasible' if market participants would be willing to invest in the asset's service capacity, considering both the capability of the asset to be used to provide needed goods or services to beneficiaries and the resulting cost of those goods or services;
- specifies that, if both the market selling price of a comparable asset and some market participant data required to measure the fair value of the asset are not observable, an entity uses its own assumptions as a starting point in developing unobservable inputs and adjusts those assumptions to the extent that reasonably available information indicates that other market participants (including, but not limited to, other NFP public sector entities) would use different data; and
- provides guidance on how the cost approach is to be applied to measure the asset's fair value, including guidance on the nature of costs to include in the current replacement cost (CRC) of a reference asset and on the identification of economic obsolescence.

The amendments to AASB 13 apply to the non-financial assets of the Council not held primarily for their ability to generate net cash inflows prospectively for the 2024–25 financial year.

To effectively implement the amendments to AASB 13 and apply the authoritative implementation guidance, entities will need to:

- understand the nature of any of their non-financial assets not held primarily for their ability to generate net cash inflows
- have an understanding of the amendments to AASB 13 and the authoritative implementation guidance and the impact on their financial statements
- assess whether their current application of AASB 13 to fair value their non-financial assets not held primarily for their ability to generate net cash inflows is in accordance with the revised AASB 13
- discuss their assessment with the ARIC and auditors
- disclose the impact of the standard in the current year's financial statements as required by AASB 108.

Entities will need to ensure that they have documentation to support key estimates and judgements which include, but are not limited to:

- support for replacement cost rates, useful lives and remaining useful lives (along with relevant condition assessments)
- appropriateness of including certain replacement costs in CRC (for example, cost of removing unwanted structures)

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- other assumptions, like consideration of obsolescence factors (functional or economic), pattern of consumption of future economic benefits and procurement approaches.

Entities should also have documentation to support:

- their own assumptions used in the valuation, and their appropriateness
- how they have considered the existence of other market participants for the particular asset
- how they have considered and assessed whether the identified market participants would use different data.

The AASB has released a [webcast](#) to provide a high-level overview of the modifications to AASB 13. OLG has also included guidance in Appendix E of Section 5 'Appendices' of the Local Government Code of Accounting Practice and Financial Reporting 2023–24'.

AASB 2022-6 'Amendments to Australian Accounting Standards – Non-current Liabilities with Covenants'

The Standard amends AASB 101 'Presentation of Financial Statements' to improve the information an entity provides in its financial statements about liabilities arising from loan arrangements for which the entity's right to defer settlement of those liabilities for at least twelve months after the reporting period is subject to the entity complying with conditions specified in the loan arrangement.

The amendments to AASB 101 are effective in the Council's 2024–25 financial statements.

To effectively implement the changes to AASB 101 entities will need to:

- have an understanding of the new requirements and the impact on their financial statements
- review their loan agreements and any covenants in place to assess the impact on their financial statements
- discuss their assessment with the ARIC and auditors
- disclose the impact of the standard in the current year's financial statements as required by AASB 108.

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APPENDIX THREE – RECENTLY TABLED AUDITOR-GENERAL'S REPORTS TO PARLIAMENT

Each year the Auditor-General produces Financial Audit, Performance Audit and Special Reports to Parliament (collectively referred to as Reports). Recently tabled Reports which may be relevant to the Council include:

Name	Issued	Overview
Financial Audit		
Local Government 2023	26 March 2024	<p>This report focuses on the results of the local government sector financial statement audits for the year ended 30 June 2023 of 121 local councils, eight county councils and 12 joint organisations.</p> <p>The report recommended:</p> <ul style="list-style-type: none"> to improve quality and timeliness of financial reporting, councils should: <ul style="list-style-type: none"> adopt early financial reporting procedures, including asset valuations ensure integrity and completeness of asset source records perform procedures to confirm completeness, accuracy and condition of vested rural firefighting equipment to improve internal controls, councils should: <ul style="list-style-type: none"> track progress of implementing audit recommendations, and prioritise high-risk repeat issues continue to focus on cyber security governance and controls.
Internal Controls and Governance	2 October 2024	<p>This report contains the findings and recommendations from our 2023–24 interim financial audits. These findings and recommendations relate to the internal controls and governance of 26 of the largest state-sector agencies in the NSW public sector. However, the matters covered in this report are relevant to all public sector entities.</p> <p>This report makes recommendations to agencies to implement proper controls, improve their processes and reduce their risk profiles in the following areas:</p> <ul style="list-style-type: none"> organisational processes information technology cyber security fraud and corruption gifts and benefits.
Performance Audit		
Cyber security in local government	26 March 2024	<p>The audit assessed how effectively three selected councils identified and managed cyber security risks.</p> <p>The audit also included the Department of Planning, Housing and Infrastructure (Office of Local Government) and Department of Customer Service (Cyber Security NSW), due to their roles in providing guidance and support to local councils.</p> <p>The audit found that the selected councils are not effectively identifying and managing cyber security risks. Each of the</p>

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Name	Issued	Overview
		<p>councils undertook activities to improve their cyber security during the audit period, but this audit found significant gaps in their cyber security risk management and cyber security processes.</p> <p>Such gaps result in unmitigated risks to the security of information and assets which, if compromised, could impact their local communities, service delivery and public infrastructure.</p> <p>Cyber Security NSW and the Office of Local Government recommend that councils adopt requirements in the Cyber Security Guidelines for Local Government, but could do more to monitor whether the Guidelines are enabling better cyber security risk management in the sector.</p> <p>The audit recommended:</p> <ul style="list-style-type: none"> in summary, the councils should: <ul style="list-style-type: none"> integrate assessment and monitoring of cyber security risks into corporate governance processes self-assess their performance against Cyber Security NSW's guidelines for local government develop and implement a risk-based cyber security improvement plan and program of activities develop, implement and test a cyber incident response plan Cyber Security NSW and the Office of Local Government should regularly consult on cyber security risks facing local government, and review the effectiveness of guidelines and related resources for the sector. <p>While this report focuses on the performance of the selected councils, the findings and recommendations should be considered by all councils to better understand their risks and challenges relevant to managing cyber security risks.</p>

Special Reviews


Regulation insights	21 March 2024	<p>This report brings together key findings and recommendations relevant to regulation from selected performance and compliance audits between 2018 and early 2024 (19 in total), and from two reports that summarise results of financial audits during the same period. It aims to provide insights into the challenges and opportunities the public sector may encounter when aiming to enhance regulatory effectiveness.</p> <p>The analysis of findings and recommendations is structured around four key themes related to effective regulation:</p> <ul style="list-style-type: none"> governance and accountability processes and procedures data and information management support and guidance. <p>In this report, we also draw out insights for agencies that provide a public sector stewardship role.</p> <p>The report highlights the need:</p> <ul style="list-style-type: none"> for agencies to communicate a clear regulatory approach. It also emphasises the need to have a consistent regulatory
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OF NEW SOUTH WALES

Name	Issued	Overview
		<p>approach, supported by robust information about risks and accompanied with timely and proportionate responses</p> <ul style="list-style-type: none"> to provide relevant support to regulated parties to facilitate compliance and the importance of transparency through reporting of meaningful regulatory information.

A full list of our tabled Reports is available on the Audit Office [website](#).

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OUR VISION

Our insights inform and challenge government to improve outcomes for citizens.

OUR PURPOSE

To help parliament hold government accountable for its use of public resources.



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6.2 Service Review Update

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.5 Provision of responsible internal governance

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

This is a standing item on the agenda to allow for updates of status of all current and future service review Council is undertaking.

TABLED ITEMS Nil

BACKGROUND

Council is currently engaged in several Service Reviews.

COMMENT

A verbal report will be provided at the meeting along with relevant documentation.

OFFICER RECOMMENDATION

THAT the report be noted.

ATTACHMENTS

1. Service Review Progress Report - Parks and Gardens [6.2.1 - 7 pages]

COMMITTEE RESOLUTION:

THAT the report be noted.

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Service Review Progress Report Parks and Gardens – March 2025

Purpose






This report provides an update on the implementation of actions arising from the recent Service Review of Parks and Gardens. The review identified key areas for improvement, efficiency gains, and service enhancements to ensure the department operates effectively and meets community expectations.






Action Report

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
SR-P&G-8	Restructure Work Orders/General Ledgers to be able to better reflect the true cost of Parks and Gardens. (Restricted)	Engineering Assets Coordinator	Deferred	0%	Deferred due to staff resources.	
SR-P&G-1	Establish service levels for open spaces and asset maintenance by categorising them to reflect the expected standard of upkeep (see appendix A for proposed service levels). (Restricted)	Engineering Assets Coordinator	In Progress	40%	Draft service levels being trialed. Currently there are 4 specific service levels identified and being implemented, 1 - Sports grounds 2 Road sides, 3 Asset Protection Zones and 4 . Warialda Koala Park.	

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Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
SR-P&G-2	Establish/update an asset management plan to set asset expectations, priorities, and capital spend. (Restricted)	Engineering Assets Coordinator	In Progress	15%	Asset registers are being updated, asset management plan is being developed.	
SR-P&G-3	Establish a reporting mechanism to show that Parks and Gardens are meeting the defined service levels. (Restricted)	Engineering Assets Coordinator	In Progress	60%	Reflect Maintenance Management software has been implemented and reporting mechanisms are being developed .	
SR-P&G-4	Ensure that insurances, event management plans, and other critical documents are collected and captured from community groups that use Parks and Gardens facilities. (Restricted)	Engineering Assets Coordinator	In Progress	80%	A User Management System has been developed and is currently being trialed with all bookings coordinated by Engineering Services.	
SR-P&G-5	Develop specific, measurable objectives and key performance indicators (KPIs). (Restricted)	Engineering Assets Coordinator	In Progress	60%	Reflect Maintenance Management System has been implemented measurable objects and KPIs being developed, scheduled for completion in May 2025	
SR-P&G-6	Develop high-level Operational Plan actions that cover all activities across the department. (Restricted)	Engineering Assets Coordinator	Deferred	0%	Deferred to Q4 due to resourcing.	

 In Progress
  Complete
  Deferred
  Not Updated
  Not Started

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Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
SR-P&G-7	Conduct a review of the number of public toilets, evaluating their necessity to identify underutilised or redundant facilities. (Restricted)	Engineering Assets Coordinator	Deferred	0%	For review in Q4 2025	
SR-P&G-9	Identify opportunities to recover costs for services such as line marking and additional mowing. Implement fee structures where appropriate to offset expenses. (Restricted)	Engineering Assets Coordinator	Deferred	0%	Council waives all fees regarding the use of Sporting facilities and P&G buildings to community organisations however there are fees and charges identified in the current adopted fees and charges. These fees have been waived for many years. Any change to this would require extensive community consultation and Council approval considering that fee recovery would be a significant change in the management of these facilities.	
SR-P&G-10	To schedule certain activities, such as tree maintenance, on a specific range of days to address the disruption from service requests. (Restricted)	Engineering Assets Coordinator	Completed	100%		
SR-P&G-11	Capture existing assets into the GIS and Authority systems and establish practices for capturing new assets to ensure comprehensive records that can be used for future planning. (Restricted)	Engineering Assets Coordinator	In Progress	55%	Process being developed.	






In Progress
 Complete
 Deferred
 Not Updated
 Not Started

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Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
SR-P&G-12	Update the mapping layers to visually reflect Parks and Gardens assets and new service level categorisation. (Restricted)	Engineering Assets Coordinator	Completed	100%		✓
SR-P&G-13	Break down the North and South focus to create a unified Parks & Gardens team. Promote collaboration through joint work programs. (Restricted)	Engineering Assets Coordinator	In Progress	60%	Ongoing resource sharing and consultation.	●
SR-P&G-14	Investigate outsourcing maintenance to a local contractor or establishing volunteer programs in smaller communities for park maintenance and improvement projects. This can foster a sense of ownership and reduce maintenance costs. (Restricted)	Engineering Assets Coordinator	In Progress	75%	Garden and lawn maintenance on small tenanted buildings in Warialda are now done by private contractors instead of P&G staff to improve productivity and reduce costs.	●






 In Progress
  Complete
  Deferred
  Not Updated
  Not Started

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Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
SR-P&G-14	Investigate outsourcing maintenance to a local contractor or establishing volunteer programs in smaller communities for park maintenance and improvement projects. This can foster a sense of ownership and reduce maintenance costs. (Restricted)	Engineering Assets Coordinator	In Progress	60%		
SR-P&G-14	Investigate outsourcing maintenance to a local contractor or establishing volunteer programs in smaller communities for park maintenance and improvement projects. This can foster a sense of ownership and reduce maintenance costs. (Restricted)	Engineering Assets Coordinator	In Progress	60%		
SR-P&G-15	Refocus areas to be 'regenerative' and plant native species that are low maintenance to reduce the effort required to maintain the area. Potential to associate with The Living Classroom. (Restricted)	Engineering Assets Coordinator	In Progress	30%	Native grasses such as Lomandra have been identified as suitable for garden plantings such as the Warialda Green Space. Most native species of trees are unsuitable for urban planting due to their invasive nature and tendency to damage infrastructure.	



 In Progress
  Complete
  Deferred
  Not Updated
  Not Started

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Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
SR-P&G-16	Investigate the cost viability of installing devices for automation of watering and maintenance activities. (Restricted)	Engineering Assets Coordinator	In Progress	80%	Nicholson Oval Irrigation Upgrade to a fully automated irrigation system is complete. Warialda Recreation Ground has been upgraded to a fully automatic system. Quotes are currently being sought to upgrede Warialda All Abilities Park.	
SR-P&G-17	Investigate the cost viability and use of digital tools (primarily IOT) to assist with maintenance schedules and activities (such as bin sensors). This can improve efficiency. (Restricted)	Engineering Assets Coordinator	Deferred	0%	Deferred to Q4 2025	

 In Progress
  Complete
  Deferred
  Not Updated
  Not Started

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 In Progress  Complete  Deferred  Not Updated  Not Started

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6.3 Risk Update

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.5 Provision of responsible internal governance

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

The Risk Update report is included in each ARIC meeting to ensure transparency.

TABLED ITEMS Nil

BACKGROUND

Council reports to ARIC each quarter on progress within Risk at Council.

COMMENT

The update provided in the attachment shows progress on Risk areas within Council and any areas of concern for Council.

OFFICER RECOMMENDATION

THAT the report be noted.

ATTACHMENTS

1. WHS Report - ARIC March 2025 [6.3.1 - 5 pages]

COMMITTEE RESOLUTION:

THAT the report be noted.

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ARIC Meeting 11 March 2025 – Gwydir Shire Council

WHS & RISK Report

WHS

The Risk and Safety Officer presents a bi-monthly summary of information for the Work Health and Safety Committee Meeting (WHSCM) and the Senior Managers' Meeting.

Information covered by the monthly report includes general WHS performance indicators and other items of relevance, items of interest from regulators, notices on training, and the review of policy and procedure documents, and discussion of incidents.

The following information is a summary of salient points from reports presented to the WHSCM over the past three months (December 2024 to February 2025), updates from the Northern Inland Risk Meeting Group (NIRMG), and additional WHS items of interest.

Incidents

Musculoskeletal injuries:

- Manual tasks
- Slips, trips and falls

Property Damage:

- Multiple building and structure damage due to storms
- Council vehicle damage – multiple causes

Other

- Member of Public vehicle damage by another Member of Public at roadworks

Members of the Committee have requested training in hazardous manual tasks to reduce the risk of musculoskeletal injuries.

Workers' Compensation

Current claims:

- Back injury – requiring surgery
- Psychosocial injury – Counselling and psychiatric services

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- Back injury – physiotherapy
- Knee injury – requiring surgery
- Shoulder injury – medical procedure and rest
- Shoulder injury – new, awaiting imaging and review

Training

Working under Powerlines training is mandatory – staff booked in over the coming weeks.

StateCover Self Audit

StateCover is a specialist provider of workers compensation, safety, and wellbeing solutions tailored to the unique needs of local government entities.

To assist its member councils in assessing and improving their Work Health and Safety (WHS) performance, StateCover offers a self-audit tool. This tool enables members to conduct internal evaluations of their safety programs and practices, ensuring compliance with current safety regulations and identifying areas for improvement.

This process is now underway and must be completed by 1 November 2025, including the audit and submission of a WHS Action Plan for the following two years.

StateCover has identified that the self-audit process is an area that many Councils find particularly challenging, with mixed views on its effectiveness and value when performed on an annual basis.

Given this feedback, StateCover has undertaken a review of the self-audit. Here is the new schedule:

- Step 1 Complete the audit and submit a WHS Action Plan for Council. This is to be submitted by 1 November 2025.
- Step 2 Complete implementation and embedding practices Priority Action 1 by 1 November 2026. This must be a Workers Compensation Premium Impacting Action – e.g. Musculoskeletal injuries, psychosocial injuries etc
- Step 3 Complete implementation and embedding practices Priority Action 2 by 1 November 2027 – This is to be related to hazard recognised as a WHS legislated required activity – e.g. Test and Tag etc.

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Other WHS Plans

Audiometric Testing

Commencing 1 January 2024, audiometric testing is a legislative requirement under the Work Health and Safety (WHS) Regulation 2017, as follows:

‘The testing is for staff who frequently use hearing protection as a control measure for noise that exceeds the exposure standard. New staff are required to have a baseline hearing test completed no later than three months after commencement. Follow-up monitoring hearing tests are to be completed at least every two years during employment’.

Quotes are being obtained for Audiometric testing and testing is expected to be completed by June 2025.

StateCover Update

Member Education/Training

StateCover are now running virtual training sessions, like the ones they delivered in person last year. WHS Committee in March, Incident Investigation in June, WHS Risks and Responsibilities in September and Contractor Management in December.

RISK

Public Liability

Current Claims against Council:

- Vehicle paint damage from road base
- Wheel and tyre damage from bridge abutments
- Vehicle damage by potholes

JLT/StateWide Update

Insurance renewals are underway – questionnaires are due from 06 March through to 27 March.

A Property Protection Roadshow was held in Tamworth by JLT and FM Global (underwriters for JLT). Topics included:

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- Fire prevention
- Flood loss prevention
- Storm damage prevention

A Mock Trial will be conducted later this year (likely in September) in Tamworth, providing Statewide members with the opportunity to observe simulated court proceedings based on a previous real-life event. The primary objective is to raise awareness among councils about the complexities of legal proceedings and allow each council to assess their own processes, evaluating how they might perform in similar circumstances.

Implications to be Addressed:

(a) Financial

Council qualified for last year's StateCover Safety and Wellbeing Incentive payment. There are ongoing budgetary considerations for effective WHS implementation and Workers Compensation costs, which are set out in Council's annual Operational Plan and Budget. Hearing testing has an allocated budget.

(b) Governance/Policy

The actions outlined in this report are part of the Council's continued commitment to maintaining a high standard of safety across all worksites. The WHS Committee will regularly review existing policies and contribute to the development of any new relevant policies.

(c) Legislative/Statutory

Reports presented to the WHSCM, Senior Managers' Meeting, and the ARIC have been developed to assist Council to comply with its Due Diligence requirements under the *Work Health and Safety Act 2011 (NSW)* and the *Work Health and Safety Regulation 2017 (NSW)*.

(d) Risk

The information in this report forms part of Council's ongoing commitment to continuous improvement and providing a safe workplace for all workers, thereby reducing or eliminating risks.

As far as is practicable, Council has a legislative and statutory obligation to provide a workplace that is free from risks to health and safety, in accordance with the *Work Health and Safety Act 2011*.

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Consultation

(a) External

- StateCover Mutual Limited
- Statewide PTY LTD and FM Global.
- SafeWork NSW

(b) Internal

Consultation on WHS matters occurs through Council's WHSCM or directly with affected workers.

Conclusion

The information provided in this report sets out the progress made by Council on various WHS indicators. The report is now presented to the ARIC for information.

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6.4 Roads Update

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.5 Provision of responsible internal governance

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

Council provides a quarterly report to ARIC on status of works for Technical Services due the high volume of grant funded works being completed.

TABLED ITEMS Nil

BACKGROUND

Council continues to work on high levels of grant funded road work programs.

COMMENT

A verbal report will be provided at the meeting.

OFFICER RECOMMENDATION

THAT the report be noted.

ATTACHMENTS

Nil

COMMITTEE RESOLUTION:

THAT the report be noted.

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6.5 Cash Restriction Update

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.5 Provision of responsible internal governance

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

An update to ARIC on Council's projected cash position at end of financial year.

TABLED ITEMS Nil

BACKGROUND

With the large amount of grant funding currently provided to Council for capital works projects, and the delays around expenditure and receipt of funding can have major impacts on Council's finances.

COMMENT

A verbal report with be provided to the Committee.

OFFICER RECOMMENDATION

THAT the report be noted.

ATTACHMENTS

Nil

COMMITTEE RESOLUTION:

THAT the report be noted.

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6.6 Internal Audit Plan

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.5 Provision of responsible internal governance

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

Council is required to develop an Internal Audit plan for the next 2 years.

TABLED ITEMS Nil

BACKGROUND

Several options have been identified as areas that could be part of an Internal Audit Plan.

Areas of Suggestion

- Procurement Framework
- Work Health Safety Management
- Contractor Management
- Asset Management
- Legislative Compliance
- Conduct of Private Works
- Audit of Tourism Service
- Internal Development Application Process

COMMENT

Council will determine a plan for up to two internal audits per year.

OFFICER RECOMMENDATION

THAT the Council adopts at least 2 areas of interest for Internal Audit over the next two years.

ATTACHMENTS

Nil

COMMITTEE RESOLUTION:

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THAT the Council adopts the following program for Internal Audit over the next two years:

- | | |
|---------------|--|
| Year 1 | Procurement Framework; and;
Conduct of Private Works |
| Year 2 | Work, Health and Safety Management; and;
Audit of Tourism Services. |

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6.7 Integrated Planning and Reporting Peer Review Report

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.5 Provision of responsible internal governance

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

Council participated in a peer review program for the Integrated Planning and Reporting suite of documents.

TABLED ITEMS Nil

BACKGROUND

Council completes documents each year as part of the statutory process.

COMMENT

Attached are the reports that were prepared as part of the assessment and peer review process.

OFFICER RECOMMENDATION

THAT the reports be noted.

ATTACHMENTS

1. ARIC March 2025 Outcomes [6.7.1 - 22 pages]
2. ARIC March 2025 GSC [6.7.2 - 8 pages]

COMMITTEE RESOLUTION:

THAT the reports be noted.

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Integrated Planning and Reporting Peer Review Program Outcomes Report

December 2024

Acknowledgement of Country

The Department of Planning, Housing and Infrastructure acknowledges that it stands on Aboriginal land.

We acknowledge the Traditional Custodians of the land, and we show our respect for Elders past, present and emerging through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

Published by NSW Department of Planning, Housing and Infrastructure
dphi.nsw.gov.au

Integrated Planning and Reporting Peer Review Program - Report Back

Published: December 2024

More information

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• Annual Report	
• End of Term Report	

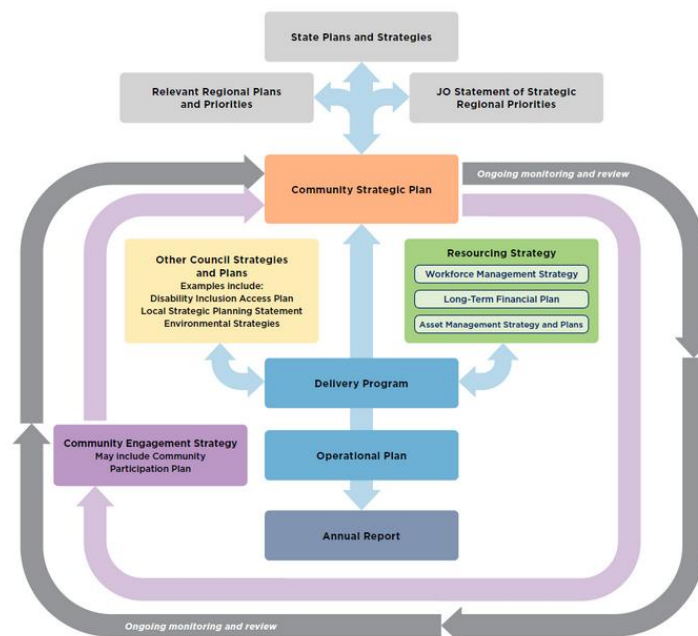


Integrated Planning & Reporting

It is a framework centred on the premise that all council planning should be based on a sound understanding of the community's expectations around priorities.

The Integrated Planning and Reporting (IP&R) framework was introduced in 2009 and has transformed the way councils in NSW develop, document and report on plans for the future of their communities.

IP&R brings plans and strategies together in a way that supports clear vision for the future and provide an agreed roadmap for delivering community priorities and aspirations.



Overview of the Program

Designed to enhance council capacity by sharing innovative ideas and best practices in Integrated Planning and Reporting documentation for NSW councils.

The Integrated Planning and Reporting (IP&R) Peer Review Program (the Program) was designed to provide a comprehensive understanding of the IP&R Framework capability within the local government sector, providing oversight of any gaps and identifying any areas of risks for further monitoring. Ultimately, this Program offers insights into the sector's maturity in implementing the IP&R Framework through the good, better, and best model.

The program emphasised professional development, presenting a valuable opportunity for council staff to enhance their knowledge and understanding of IP&R. Additionally, it facilitated collaboration with peers from other councils to review IP&R plans.

The insights and findings gained from this initiative will contribute to future revisions of the Office of Local Government's IP&R Guidelines and Handbook.



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Undertaking Peer Reviews

Utilising joint organisations and the NSW planning boundaries, six sessions were held in regional and rural NSW, along with two metropolitan sessions.

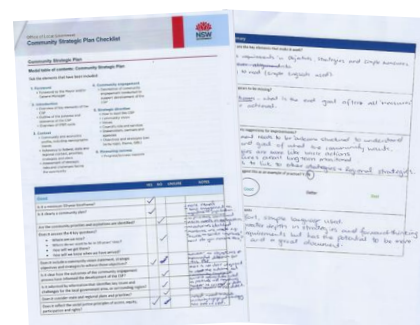
The Program commenced in November and continued into early December 2023, resumed in February 2024 and concluded in April 2024.

During each session, participants were matched according to their experience and the councils they represented. Each pair received an electronic copy of the Integrated Planning and Reporting (IP&R) suite of documents from four councils, along with checklists to document the outcomes of their review.

Participants reviewed the following IP&R documents:

- 01 Community Strategic Plan
- 02 Delivery Program
- 03 Operational Plan
- 04 Annual Report
- 05 End of Term Report

The checklists were developed using the 'good, better, and best' model outlined in the IP&R Handbook. They guided participants through the review process by prompting them to consider whether each element had been addressed. Additionally, the checklists provided an opportunity for further feedback regarding what worked well and potential areas for improvement.



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Who Participated

156

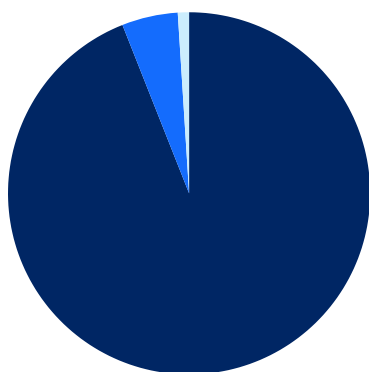
Participants

94

Organisations

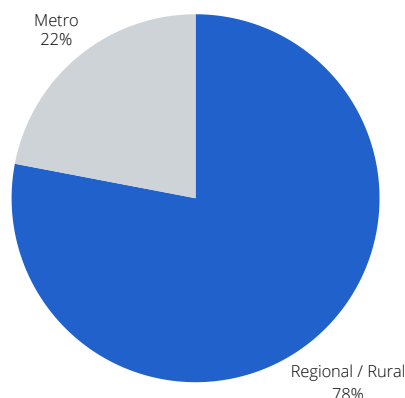
69%

Council attendance



Organisations

The program successfully attracted 156 participants representing 94 organisations, including 88 councils, 5 joint organisations, and 1 county council.



Council Representation

A significant proportion of councils participated in the program, with 69% attendance overall.

This attendance was divided into 78% from regional / rural councils and 22% from metropolitan councils, reflecting the current distribution of 76% regional / rural and 24% metropolitan.

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Outcomes of the Program

All 128 councils' Integrated Planning and Reporting documents were reviewed.

At the conclusion of the program, a total of 865 IP&R documents were reviewed. This figure reflects that each of the 128 councils' had their IP&R documents reviewed once, with an additional review conducted for 46 councils. Most of these reviews were focused on metropolitan councils.

The following section outlines the specific documents reviewed along with the corresponding number of reviews performed.

Community Strategic Plan 178

Delivery Program 175

Operational Plan 173

Annual Report 172

End of Term Report 167



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Feedback on the Program

At the conclusion of the program, 70% of respondents rated their overall satisfaction as either 4 or 5 out of 5, with 72% expressing interest in participating in a follow-up workshop.

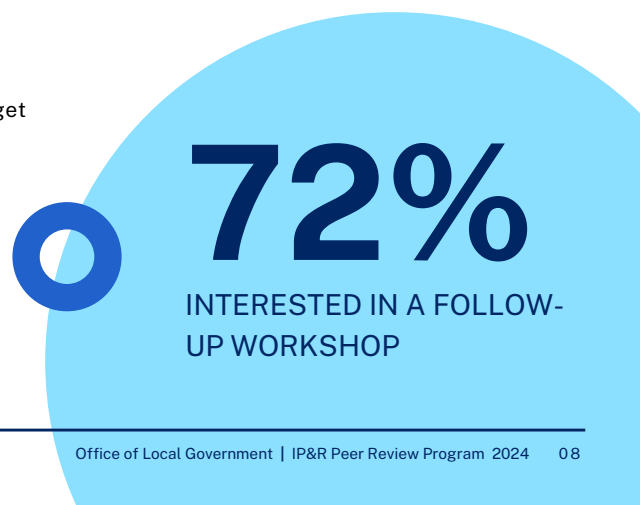
Participants identified the most valuable aspects of the sessions, highlighting four key themes: networking, conducting peer reviews, understanding available resources, and engaging in exercises and group discussions.

Key takeaways from the program included:

- Establishing professional connections and networking opportunities
- Identifying areas for improvement
- Gaining clarity on the attributes of 'quality'
- Recognising the importance of leadership support and buy-in
- Acknowledging the necessity for proactive communication from OLG regarding IP&R requirements
- Understanding the purpose and target audience for each document

Most participants gained valuable insights into the maturity of their own council documents, recognising their strengths — areas they are performing well — while also identifying opportunities for improvement.

IP&R practitioners consistently seek examples of best practices and frequently inquire about which councils are excelling in IP&R. A significant insight from these sessions was the understanding that no single council excels in every facet of the IP&R framework; rather, each council may possess strong components.



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Key Findings

As part of the IP&R Peer Review Program, the following documents underwent a peer review:

- 01 Community Strategic Plan
- 02 Delivery Program
- 03 Operational Plan
- 04 Annual Report
- 05 End of Term Report

A summary of the findings for each of the documents has been compiled, which includes:

- the total number of documents reviewed, along with a breakdown by regional/rural and metropolitan councils;
- an overview of key strengths and opportunities identified;
- the percentage of councils achieving a rating of 'good' or higher;
- results based on the 'good, better, and best' model, categorised by council category; and
- a summary of effective elements and potential areas for improvement.

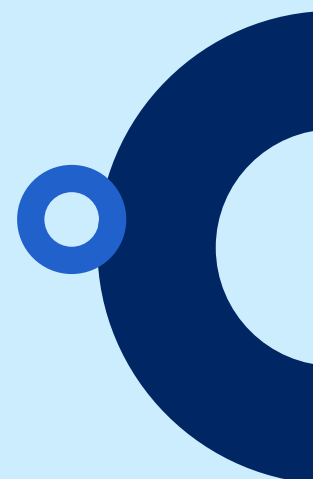
By sharing these findings, we aim to enhance future iterations of the IP&R documentation and inform upcoming versions of guidance provided by the Office of Local Government (OLG).

The information presented in this report is based on the peer reviews conducted as part of the Program. Participants undertaking the peer reviews had varying levels of understanding and experience with the IP&R Framework.

While every effort has been made to ensure the reliability and relevance of the content, the findings and conclusions reflect the perspectives of the participants and do not represent the views of the OLG.

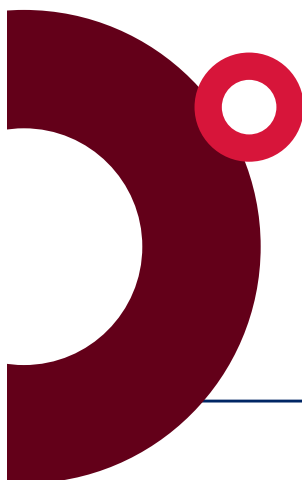
This report is intended for informational purposes and should not be considered as professional advice.

The authors and organisations involved in the creation of this report do not accept responsibility for any errors or omissions.



Key considerations when developing IP&R documents

- Use clear and simple language in all IP&R documents to engage readers.
- Maintain consistent branding and document formatting throughout all IP&R documents.
- Include the date the document is adopted/endorsed/noted (eg on the cover, inside the cover, or in the introduction).
- Introduce various visual elements to enhance the document's accessibility and clarity. This can include tables, infographics, photographs, hyperlinked tables of contents, and pages that explain how to navigate the document.
- Apply colour coding and numbering throughout the documents to improve connection, alignment, and readability.
- Include measures and indicators with targets to facilitate ongoing monitoring of progress and performance.
- Where councils choose to create their own version of the IP&R diagram, it is essential that it accurately reflects the hierarchy and the interconnected relationships amongst the documents.
- Where possible, incorporate the terminology consistent with the IP&R Guidelines, such as objectives, strategies, principal activities, plans, policies, actions, and programs.
- Maintain a strategic focus in the Community Strategic Plan; operational details should be included in the Delivery Program and Operational Plan.
- Ensure the document covers the relevant timeframe (eg Community Strategic Plan = 10+ years, Delivery Program = 4 years etc)
- Ensure that all documents are easily accessible on council's website.



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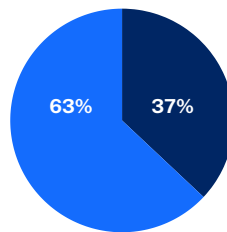
Community Strategic Plan

178

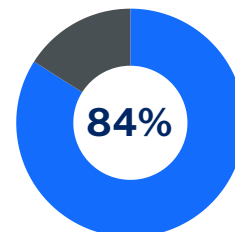
Community Strategic Plans peer reviewed

65 Metropolitan

113 Regional / Rural



Percentage of Metropolitan and Regional / Rural



Percentage of Councils meeting 'good' and above

Checklist Results:

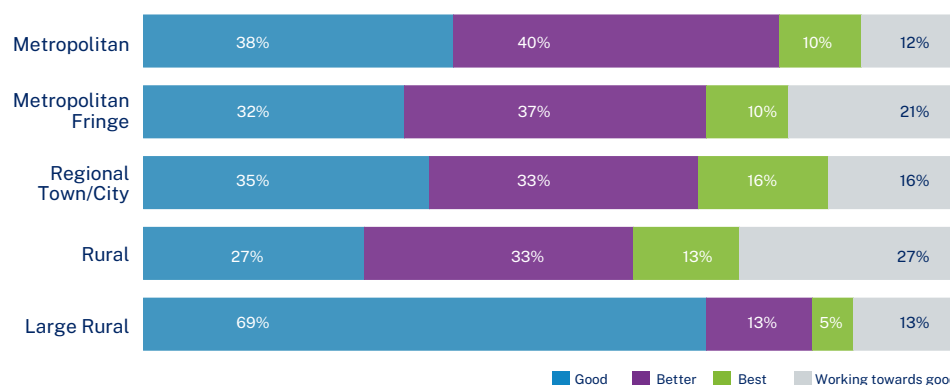
STRENGTHS

- 94%** had a minimum 10 year time frame
- 89%** clearly identified a community vision statement, strategic objectives and strategies
- 87%** were clearly community plans
- 83%** clearly identified the communities priorities and aspirations

OPPORTUNITIES

- 54%** did not, or did not clearly state who was responsible for each strategy
- 36%** did not, or did not clearly reflect the social justice principles

Results by council categories:



Community Strategic Plan

What works well

- Easy to read and understand, including using clear and simple language.
- Engaging visual elements to ensure the document is accessible.
- A structured layout that supports overall readability.
- A clear and distinct community voice is maintained throughout the plan.
- Well-defined measures and targets are outlined to gauge success.

Suggestions for improvement

- Clear responses to the 4 key questions:
 - Where are we now?
 - Where do we want to be in 10 years' time?
 - How will we get there?
 - How will we know when we have arrived?
- Clear description of how the Quadruple Bottom Line has been considered.
- Clear description of how the Social Justice Principles have been considered and addressed.
- Strong and clear community vision for the future.
- Defined responsibilities for each goal and strategy, whether assigned to the council or an external party.
- Measures that will test the effectiveness of the strategies in achieving the objectives of the Community Strategic Plan and demonstrate if the community is better off.
- Information used to inform the plan such as key challenges, risks, state and regional plans to be clearly articulated.
- Clear description of the service levels expected by the community to shape the priorities of the Community Strategic Plan and guide the development of other plans.
- Elements such as council's vision and mission statement and other corporate information detract from this being a community plan and are better suited for inclusion in the Delivery Program.
- More detailed information into how the community and stakeholders were engaged, the priorities identified, and how this input has influenced the development of the Community Strategic Plan.



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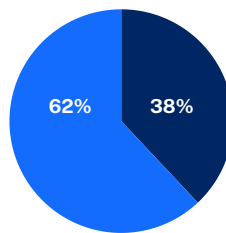
Delivery Program

175

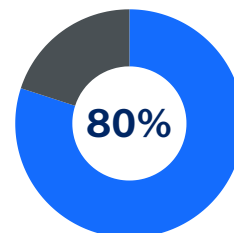
Delivery Programs
peer reviewed

66 Metropolitan

109 Regional / Rural



Percentage of Metropolitan
and Regional / Rural



Percentage of Councils
meeting 'good' and above

Checklist Results:

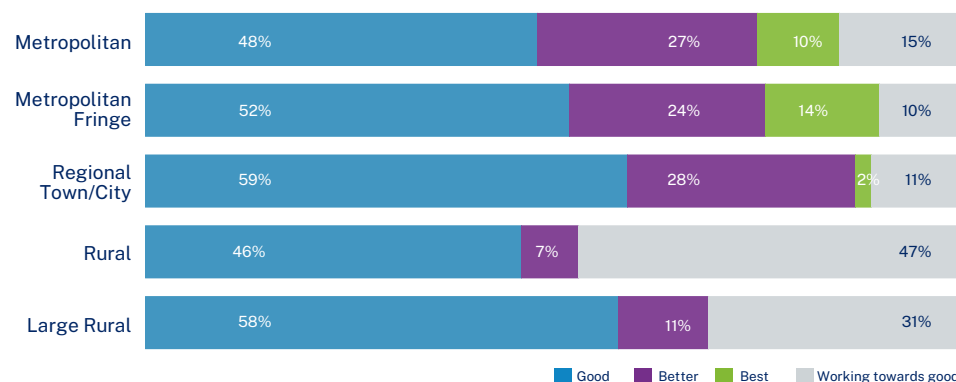
STRENGTHS

- 89%** of the strategies identified in the Community Strategic Plan carried through to the activities of the Delivery Program
- 86%** exhibited a clear link with the Community Strategic Plan
- 85%** were clear on what they were going to deliver
- 84%** cover a 4 year timeframe

OPPORTUNITIES

- 63%** did not, or did not clearly cover the areas of service that Council will review
- 62%** were not clear on how they would address ongoing improvements to the efficiency, productivity, financial management and governance of the council

Results by council categories:



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Delivery Program

What works well

- Clear alignment with the other IP&R plans including Resource Strategy and other strategic plans such as Disability Access and Inclusion Plan.
- Engaging visual elements to ensure the document is accessible.
- Well-defined methods of assessment to determine the effectiveness of each principal activity detailed in the Delivery Program.
- Clearly explained financial information presented by strategic direction or principal activity in an integrated format.
- Clear responsibility for each action.

Suggestions for improvement

- Establish measures with targets to facilitate the continuous monitoring of improvements in councils efficiency, productivity, financial management, and governance.
- Provide clear financial information including 4-year budget forecast, budget by outcome or action.
- Outline clear timelines for when actions will be undertaken or completed.
- Detail the capital works program including who is responsible.
- Explain potential risks and challenges, along with a plan to address them.



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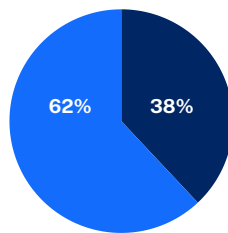
Operational Plan

173

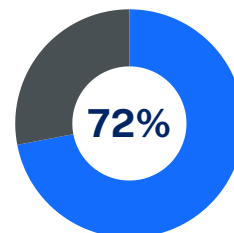
Operational Plans peer reviewed

65 Metropolitan

108 Regional / Rural



Percentage of Metropolitan and Regional / Rural



Percentage of Councils meeting 'good' and above

Checklist Results:

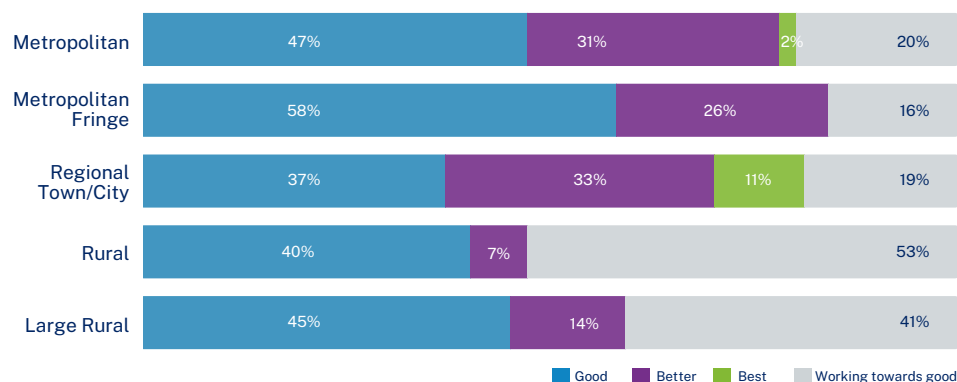
STRENGTHS

- 85%** include a Statement of Revenue Policy
- 84%** allocate responsibilities for each project, program or action
- 80%** clearly show what is going to be delivered during the year
- 77%** make it easy to see how it relates to the Community Strategic Plan and Delivery Program

OPPORTUNITIES

- 71%** do not, or do not clearly, include a detailed budget for each action
- 63%** do not, or do not clearly identify what service reviews are to be undertaken
- 46%** do not, or do not clearly show measures of effectiveness and efficiency, and targets

Results by council categories:



Operational Plan

What works well

- Engaging visual elements to ensure the document is accessible.
- Clear deliverables where the community can easily identify what will be achieved in the financial year.
- Clear measures to determine the effectiveness of the projects, programs and actions.
- Detailed information on major projects to be delivered in the financial year.

Suggestions for improvement

- Clear financial information including budget by project, program, or action.
- Establish measures with targets to facilitate the continuous monitoring of improvements in councils efficiency, productivity, financial management, and governance.
- Clear alignment with the other IP&R plans including Resource Strategy and other plans such as Disability Inclusion Action Plan.
- Clearly defined responsibilities for each action.



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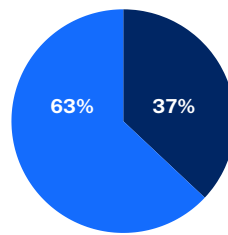
Annual Report

172

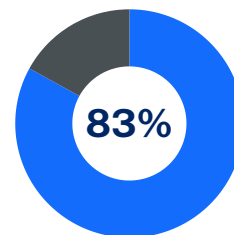
Annual Reports peer reviewed

64 Metropolitan

108 Regional / Rural



Percentage of Metropolitan and Regional / Rural



Percentage of Councils meeting 'good' and above

Checklist Results:

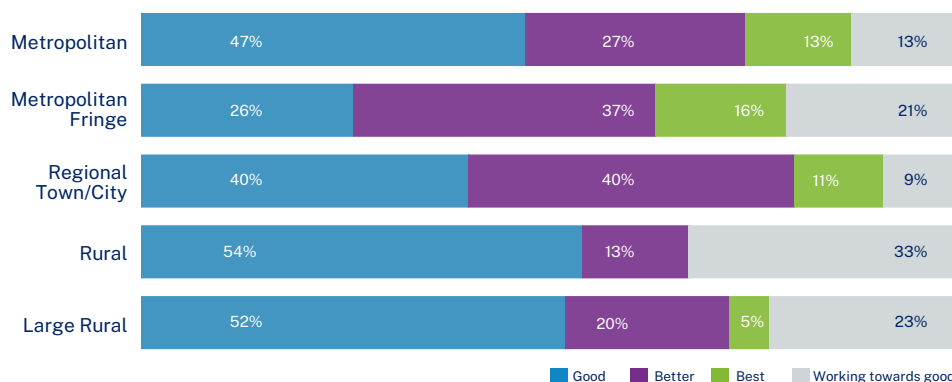
STRENGTHS

- 86%** include council's audited financial statements and other statutory information
- 79%** reference achievements in implementing its Delivery Program through that year's Operational Plan
- 77%** have been prepared with the community in mind

OPPORTUNITIES

- 62%** do not, or do not clearly indicate how the council has progressed on the delivery of service reviews
- 49%** do not, or do not clearly measure the effectiveness of the principal activities undertaken

Results by council categories:



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Gwydir Shire Council

Annual Report

What works well

- Engaging visual elements to ensure the document is accessible.
- Easy to read and understand, including using clear and simple language.
- Visual representation of data, utilising traffic lights and graphs.

Suggestions for improvement

- Ensure alignment with the Delivery Program / Operational Plan with clear reporting on the effectiveness of the principal activities.
- Include an evaluation of what was delivered, not delivered, what worked well and what did not.
- Create an annual report summary that presents key information in a community-focussed manner.
- Address all elements of the Annual Report checklist, recording N/A if council has no reporting obligation, rather than leaving it out.
- Include a hyperlinked table of contents for easy navigation.
- Add a 'How to read' diagram for better understanding.



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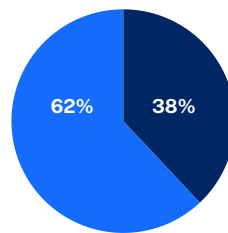
End of Term Report

167

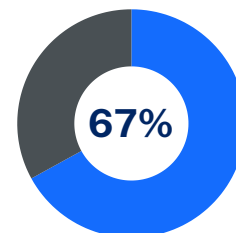
End of Term Reports
peer reviewed

64 Metropolitan

103 Regional / Rural



Percentage of Metropolitan
and Regional / Rural



Percentage of Councils
meeting 'good' and above

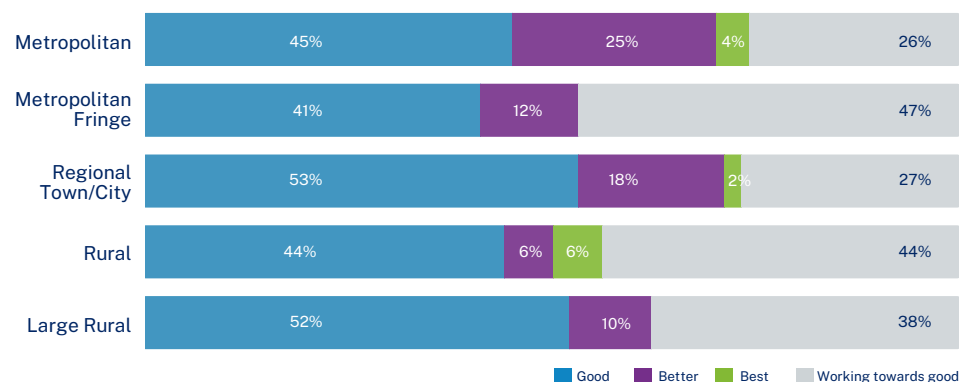
Checklist Results:

OPPORTUNITIES

45% do not, or do not clearly show
progress in clear terms

53% do not, or do not clearly show the
community's progress towards (or
away from) its stated goals and
aspirations as identified in the
Community Strategic Plan

Results by council categories:



End of Term Report

What works well

- Easy to read and understand, including using clear and simple language.
- Engaging visual elements to ensure the document is accessible.
- Clear alignment with the Community Strategic Plan.
- Reporting against the measures outlined in the Community Strategic Plan.

Suggestions for improvement

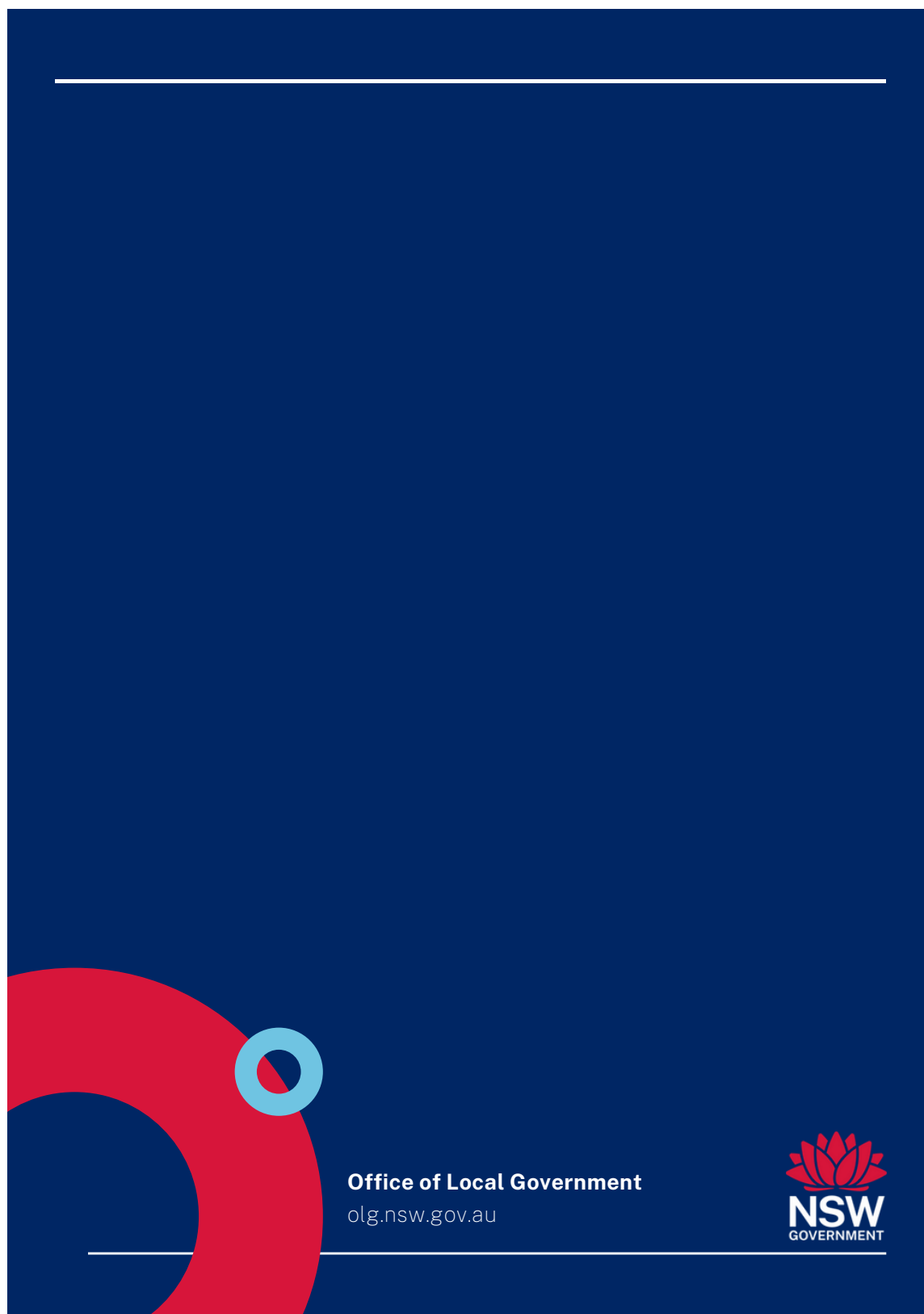
- Utilise an analytical approach to reporting, focusing on evaluation rather than promotion. Assess what was successfully delivered, what fell short, what was effective, and what was not.
- Provide recommendations to the new council to inform the development of the next Community Strategic Plan



Office of Local Government | IP&R Peer Review Program 2024 20

2025 March ARIC

Gwydir Shire Council



2025 March ARIC

Gwydir Shire Council

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Integrated Planning and Reporting Peer Review Program Gwydir Shire Council

As part of the IP&R Peer Review Program, the following documents underwent a peer review:

- 01 Community Strategic Plan
- 02 Delivery Program
- 03 Operational Plan
- 04 Annual Report
- 05 End of Term Report

The information presented in this report details the outcomes of the peer review conducted for your council. For each document reviewed, a completed checklist is included, accompanied by written feedback that emphasises both the strengths identified and areas that may benefit from improvement.

By sharing these findings, we aim to enhance future iterations of your IP&R documentation and inform upcoming versions of guidance provided by Office of Local Government.

The information presented in this report is based on the peer reviews conducted as part of the Program. Participants undertaking the peer reviews had varying levels of understanding and experience with the IP&R Framework.

While every effort has been made to ensure the reliability and relevance of the content, the findings and conclusions reflect the perspectives of the participants and do not represent the views of the Office of Local Government.

This report is intended for informational purposes and should not be considered as professional advice.

The authors and organisations involved in the creation of this report do not accept responsibility for any errors or omissions.



2025 March ARIC

Gwydir Shire Council

Community Strategic Plan

FEEDBACK

- The Community Strategic Plan is well presented, concise and easy to read through the considered use of plain English, images, infographics and colour. A community vision statement, community goals and outcomes have been included.
- Robust community engagement was undertaken and the Plan clearly shows the community's priorities and aspirations. It is evident how the engagement outcomes informed the Plan.
- Methods to assess and monitor progress with targets and data sources should be included.
- As the Plan is a community plan, council centric information such as the GM's message, vision mission and values is best included in the Delivery Program and Operational Plan.

Gwydir Shire Council - Community Strategic Plan 2017-2027	Yes	No	Unclear
GOOD			
Is it a minimum 10-year timeframe?	✓		
Is it clearly a community plan?	✓		
Are the community priorities and aspirations identified?	✓		
Does it answer the 4 key questions? <ul style="list-style-type: none"> • Where are we now? • Where do we want to be in 10 years' time? • How will we get there? • How will we know when we have arrived? 	✓ ✓ ✓ ✓		
Does it include a community vision statement, strategic objectives and strategies to achieve those objectives?	✓		
Is it clear how the outcomes of the community engagement process have informed the development of the CSP?	✓		
Is it informed by information that identifies key issues and challenges for the local government area, or surrounding region?	✓		
Does it consider state and regional plans and priorities?	✓		
Does it reflect the social justice principles of access, equity, participation and rights?	✓		
Does it address the quadruple bottom line (QBL) social, environmental, economic and civic leadership issues in an integrated manner?	✓		
Does it consider the levels of service that the community has indicated it expects?			✓
Does it explain who is responsible for delivering each strategy?	✓		
Is it clear how the strategic directions of the CSP will flow through to the delivery program?			✓
Has it identified assessment methods to monitor progress in achieving the objectives?		✓	

2025 March ARIC

Gwydir Shire Council

Community Strategic Plan

Gwydir Shire Council - Community Strategic Plan 2017-2027	Yes	No	Unclear
BETTER			
Is it easy for the community to navigate, with plain language, use of graphics, colour coding or other visual devices?			✓
Does it identify high-level objectives and strategies, rather than relying on operational detail?	✓		
Does it integrate most of its activities and services with the community's aspirations?	✓		
Does it reflect the community engagement undertaken to inform it (e.g. with quotes or pictures submitted by community members for veracity)?	✓		
Is it informed by engagement with more than 10% of the community and using a variety of tools and methods?	✓		
Is it clear how council will work with partners, stakeholders and/or agencies to help deliver CSP objectives?	✓		
Does the CSP demonstrate that these groups have been engaged in developing the CSP?	✓		
Does it consider a wide range of relevant state and regional plans, for example: Joint Organisation Statement of Strategic Priorities, Local Strategic Planning Statement?	✓		
BEST			
Does it integrate all activities and services with community aspirations?	✓		
Does it effectively achieve community objectives?	✓		

2025 March ARIC

Gwydir Shire Council

Delivery Program

FEEDBACK

- The Delivery Program is easy to follow and clearly linked to the Community Strategic Plan through the alignment of the goals, strategic outcomes and strategies and the consistent use of colour coding and numbering.
- It is clear from the Program what Council has committed to delivering during its term which should be strengthened with the inclusion of the 4-year financial estimates for Council's budget position.
- The Program should be enhanced by clearly defining the ongoing improvements to the efficiency, productivity, financial management and governance and allocating high level responsibility.

Gwydir Shire Council - Delivery Program 2022-2026	Yes	No	Unclear
GOOD			
Does it cover a four-year timeframe?	✓		
Does it exhibit a clear link between the CSP, DP and OP?	✓		
Are the strategies identified in the CSP carried through to the activities of the DP?	✓		
Is it clear from the DP what council has committed to delivering during its term?	✓		
Does it identify the full range of council's activities including the 'business as usual' activities and work towards the achievement of the CSP objectives?	✓		
Does it cover the areas of service that council will review and how the council will engage with the community and other stakeholders to determine service level expectations and appropriate measures?	✓		
Has high-level responsibility been assigned to each activity?			✓
Are there assessment methods to determine effectiveness of each principal activity clearly detailed?		✓	
Does it address ongoing improvements to the efficiency, productivity, financial management and governance of the council?	✓		
Does it include the financial estimates for council's budget position for the 4-year period?		✓	

2025 March ARIC

Gwydir Shire Council

Delivery Program

Gwydir Shire Council - Delivery Program 2022-2026	Yes	No	Unclear
BETTER			
Does it consider and integrate relevant elements of the Resourcing Strategies: Long-Term Financial Plan, Workforce Management Strategy and Asset Management Plan?			✓
Does it list all capital expenditure projects and considers all ongoing maintenance costs?		✓	
Does it allocate responsibilities for completing various projects, activities or actions appropriately?		✓	
Have risks been identified and managed?			✓
Are there clear measurable performance indicators and assessment methods to enable council and the community to monitor progress?			✓
Is there a clear timeframe included for the achievement of each activity?	✓		
BEST			
Does it fully identify all of council's activities and demonstrates how each will deliver CSP objectives?		✓	
Does it consider other plans and strategies, e.g. Disability Inclusion Plan, Local Strategic Planning Statement, Community Participation Plan, Safety Plan?	✓		
Does it identify key performance indicators?		✓	
Does it detail delivery of planned projects and services for each year, aligning each action to a budget and outlining all resourcing issues?		✓	
Does it outline timeframes for each action?		✓	

2025 March ARIC

Gwydir Shire Council

Operational Plan

FEEDBACK

- The Operational Plan is clearly linked to the Community Strategic Plan and Delivery Program through alignment with the goals, strategic outcomes and strategies and consistent use of graphics, infographics, colour coding and numbering. The action table are clear and easy to read.
- Council's approach to acknowledging grant funding is comprehensive and an example for other councils.
- The Plan should be strengthened by including appropriately detailed financial information and measures of efficiency and effectiveness.
- Amending the responsible officer to the position title rather than the person is recommended.

Gwydir Shire Council - Operational Plan 2023-24	Yes	No	Unclear
GOOD			
Is it clear what the OP is going to deliver during the year?	✓		
Is it easy to see how it relates to CSP and DP?	✓		
Does it include all activities and actions to be undertaken by the council during that year?	✓		
Are responsibilities allocated for each project, program or action?	✓		
Does it identify what service reviews are to be undertaken?			✓
Are measures of effectiveness and efficiency identified, and targets set?		✓	
Is there a detailed budget for each action?			✓
Does it include a Statement of Revenue Policy?	✓		
BETTER			
Does it identify and reflect relevant actions from other documents?	✓		
Has it been developed with input from other organisations and agencies?	✓		
Does it include annual capital expenditure and maintenance costs for projects?	✓		
BEST			
Does it demonstrate clear integration between the CSP, DP and OP?	✓		
Does it accurately reflect all activities to be undertaken by the council in that year?	✓		
Does it identify key performance indicators?		✓	
Does it outline resourcing requirements (i.e. people, money and asset) for each action and reflects the Resourcing Strategy?		✓	
Does it link responsibilities to staff performance review system?		✓	
Does it consider any proposed land acquisition expenditures?		✓	

2025 March ARIC

Gwydir Shire Council

Annual Report

FEEDBACK

- The Annual Report provides comprehensive descriptions of Council's activities and achievements for the financial year.
- The Report is well presented and easy to read through the considered use of colour, infographics and community centred photos.
- The Report should be strengthened through clear and direct links to the Delivery Program and Operational Plan and report the effectiveness of the principal activities.

Gwydir Shire Council - Annual Report 2022-23	Yes	No	Unclear
GOOD			
Has it been prepared with the community as its primary audience?	✓		
Does it reference achievements in implementing its DP through that year's OP?			✓
Does it measure the effectiveness of the principal activities undertaken to achieve the objectives in that year?			✓
Does it contain council's audited financial statements and notes and other information or material required by the Regulation or the Guidelines?	✓		
Does it include information about how the council has progressed on the delivery of the service reviews it has committed to undertake in that year, the results of those reviews and any changes made to levels of service in the areas under review?	✓		
BETTER			
Does it align reporting to the CSP and DP?	✓		
Does it answer these questions:			
- Did the council do what it said it would do?	✓		
- If yes, how much did it do and how well did it do it?	✓		
- If not, why not? Will it happen at a later date, or not at all?	✓		
BEST			
Does it provide a comprehensive summary of activities and progress against CSP and DP?	✓		
Does it include a summary of the Annual Report for the community?	✓		

2025 March ARIC

Gwydir Shire Council

End of Term Report

FEEDBACK

- The End of Term Report is well presented, concise and easy to read. It is clearly linked to the Community Strategic Plan 2017-2027 through the consistent use of the key directions, colour coding and numbering.
- The Report provides an overview of the progress made in implementing the previous Community Strategic Plan. It should be strengthened by including performance measure reporting using data, targets and trends through graphs or other visual devices. Analysis of the results will determine if the Community Strategic Plan strategies are achieving the community goals and aspirations.
- The Report provides the incoming Council with valuable information to support the development of the new Community Strategic Plan.

Gwydir Shire Council - End of Term Report 2017-2021	Yes	No	Unclear
GOOD			
Does the report cover the previous 4 years?	✓		
Is it based around the structure of the CSP?		✓	
Does it include data for the measures contained in the CSP?			✓
Does it show the progress in clear terms?			✓
Does it show the community's progress towards (or away from) its stated goals and aspirations as identified in the CSP?			✓
Does it provide valuable status information on key community objectives and the utility of the strategies which were identified to address them?			✓
BETTER			
Does it include trend data for the measures contained in the CSP?	✓		
Does it identify areas in which progress may be moving away from the desired target?		✓	
Does it demonstrate if the community is better off as a result of the strategies undertaken and identify where strategies may need to be revised if community outcomes are not acceptable?	✓		
BEST			
Does it provide an analysis for the identified areas in which progress was from the desired target?		✓	
Does it reflect on what might be behind outcomes where movement is away from the target or goal?		✓	
Does it provide recommendations for considerations by the incoming council in the review and updating the CSP?		✓	

2025 March ARIC

Gwydir Shire Council

6.8 General Council Update

File Reference: NA

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.5 Provision of responsible internal governance

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

A general update on Council's current operations.

TABLED ITEMS Nil

BACKGROUND

A general update on Council's current operations.

COMMENT

A general update on Council's current operations.

OFFICER RECOMMENDATION

THAT the report be noted.

ATTACHMENTS

Nil

COMMITTEE RESOLUTION:

THAT the verbal reports regarding the Appointment of an Acting GM, PFAS contamination in Warialda, Construction of a new admin building in Bingara, the Relocation of the Bingara Depot, the Proposed minor amendments to the Gwydir LEP and the Creation of the Warialda Green Space be noted.

2025 March ARIC

Gwydir Shire Council

7 CLOSURE

The meeting closed at 10.15 am.

The next meeting will be Tuesday 17th June 2025 at 9 am.

ARIC December 2024

Gwydir Shire Council



AUDIT RISK AND IMPROVEMENT COMMITTEE

MINUTES

Monday 9th December 2024

1 OFFICIAL OPENING AND WELCOME – CHAIR

Welcome by the Independent Chair Mr. Jack O'Hara

2 APOLOGIES

Max Eastcott

3 PRESENTATION

Forsyth's presented Gwydir Shire Council's closing report for 2024 Financial Statement Audit.

4 CALL FOR THE DECLARATIONS OF INTERESTS, GIFTS RECEIVED AND CONFLICTS OF INTEREST Nil

ARIC December 2024

Gwydir Shire Council

5 OFFICERS' REPORTS

5.1 Director of Engineering Update

File Reference: .

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.1 Financial Management and accountability systems

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

Director of Engineering, Alex Eddy provided a verbal update on Council's current status of works for capital projects.

TABLED ITEMS Nil

BACKGROUND

Council has received significant funding (upwards of \$60 million) to complete capital works and flood damage repairs on Council's Road network.

COMMENT

With such a high level of work required, there are many challenges and risks associated with timelines, cashflow and resources to successfully manage the high volume of work. Alex will discuss these issues.

It was advised that there are issues with resourcing plant due to the high level of works being completed across the state. County Boundary road is currently 75% complete with the \$7.7 million Croppa Creek project to commence late January.

The Moree section of IB Bore road is going to be completed by GSC. It was also noted that flood damage repairs are continuing.

RESOLUTION:

THAT Alex be thanked for the report and there continue to be an update each quarter.

ATTACHMENTS

Nil

ARIC December 2024

Gwydir Shire Council

5.2 Risk Update

File Reference: .

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.1 Financial Management and accountability systems

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

Risk is a standing item on the ARIC agenda.

TABLED ITEMS Nil

BACKGROUND

A quarterly update to be provided on Council's status in the risk and WHS environment.

COMMENT

Council is still implementing the new system. Statecover contactor management training sessions have been run. There has also been WHS Committee training sessions to establish staff roles.

RESOLUTION:

THAT the report be received

ATTACHMENTS

Nil

ARIC December 2024

Gwydir Shire Council

5.3 Service Review Update

File Reference: .

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.1 Financial Management and accountability systems

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

Service Review updates are a standing item on the ARIC agenda.

TABLED ITEMS Nil

BACKGROUND

A quarterly update to be provided on Council's status of Service Reviews.

COMMENT

A verbal update was provided to the committee for the Stores and Parks and Gardens service reviews. S355 committee review is still ongoing.

RESOLUTION:

THAT the report be received.

ATTACHMENTS

1. Service Review Update report

ARIC December 2024

Gwydir Shire Council

5.4 Councillor Inductions

File Reference: .

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.1 Financial Management and accountability systems

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

With a new Council commencing in September 2024, Councillor inductions were completed.

TABLED ITEMS Nil

BACKGROUND

With 7 new councillors elected in the 2024 Local Government election, inductions to Gwydir Shire were completed at the end of October.

COMMENT

A verbal report was provided to the committee on the success of the inductions.

RESOLUTION:

THAT the report be received

ATTACHMENTS

ARIC December 2024

Gwydir Shire Council

5.5 Roads Revaluation

File Reference: .

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.1 Financial Management and accountability systems

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

Council is on a five year cycle to complete revaluations of all asset classes.

TABLED ITEMS Nil

BACKGROUND

The 2025 Annual Financial Statements audit included a full Roads revaluation.

COMMENT

Council is required to complete a full roads revaluation for financial statements this year. APV have been contracted to complete this so there are no delays in getting Statements lodged on time.

RESOLUTION:

THAT the report be received.

ATTACHMENTS

NIL

ARIC December 2024

Gwydir Shire Council

5.6 Internal Audit

File Reference: .

Delivery Program

Goal: 5. Organisational management

Outcome: 5.1 Corporate management

Strategy: 5.1.1 Financial Management and accountability systems

Author: CFO

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/SUMMARY RECOMMENDATION

A plan is to be developed for Internal Audit areas of work.

TABLED ITEMS Nil

COMMENT

Council will provide a list of areas where an internal audit could be conducted to provide value to the next ARIC meeting.

ATTACHMENTS

NIL

6 CLOSURE

Meeting Closed 10.20am

8 COUNCILLORS' REPORTS

9 COMMITTEE OF THE WHOLE - CONFIDENTIAL ITEMS

Confidential Organisation and Community Services Report

It is recommended that the Council resolve into Committee of the Whole with the press and public excluded to allow consideration of this Item, as provided for under Section 10A (2) (a) of the Local Government Act, 1993, on the grounds the report contains personnel matters concerning particular individuals (other than councillors).

Gwydir Circular Economy Initiative

It is recommended that the Council resolve into Committee of the Whole with the press and public excluded to allow consideration of this Item, as provided for under Section 10A (2) (c) of the Local Government Act, 1993, on the grounds the report contains information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

10 CLOSURE