



**G W Y D I R**  
SHIRE COUNCIL

**MINUTES OF ORDINARY MEETING**

**Held on Thursday 25 August 2022**

**Commencing at 9:0' am**

**in the Roxy Conference Room**

---

**Present**

**Councillors:** Cr John Coulton (Mayor), Cr Catherine Egan (Deputy Mayor), Cr Marilyn Dixon OAM, Cr Jim Moore, Cr Geoff Smith, Cr David Coulton, Cr Tiffany Galvin and Cr Chris Matthews

**Staff:** Max Eastcott (General Manager), Leeah Daley (Deputy General Manager), Helen Thomas (Manager Finance), Alex Eddy (Manager, Engineering Services), Ruby Mitchell (IT Trainee) and Michael Bone (Executive Assistant)

**Public:** Ms Sally Robertson (Gwydir News)

**Visitors:** Ms. Jodie Grant and Ms Rhiannan Barr (Trans4m Rail), Mr David Quirk (HNELHD) and Mr Adam Marshall MP

## DISCLAIMER

No responsibility whatsoever is implied or accepted by the Gwydir Shire Council for any act, omission or statement or intimation occurring during Council or Committee meetings.

The Council disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Council during the course of any meeting is not intended to be and is not taken as notice of approval from the Council.

Gwydir Shire Council wishes to advise that any plans or documents contained within this Agenda may be subject to copyright law provisions and that the express permission of the copyright owner(s) should be sought prior to their reproduction.

Members of the public should note that no action should be taken on any item discussed at a Council or Committee meeting prior to written advice on the resolution of Council being received.

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

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

## ACKNOWLEDGMENT OF COUNTRY

The Gwydir Shire Council acknowledges that this meeting is being held on Aboriginal land and recognise the strength, resilience and capacity of Gomeroi people in this land.

<b>Content</b>	<b>Page No.</b>
<b>1 Official Opening and Welcome - Mayor</b> .....	<b>4</b>
<b>2 Apologies</b> .....	<b>4</b>
<b>3 Confirmation of the Minutes</b> .....	<b>4</b>
<b>4 Presentation</b> .....	<b>4</b>
<b>5 Call for the Declarations of Interests, Gifts Received and Conflicts of Interest</b> .....	<b>5</b>
<b>6 Committee of the Whole - Confidential Items</b> .....	<b>5</b>
6.1 Adoption of the Recommendations of the Confidential Session.....	6
<b>7 Mayoral Minute</b> .....	<b>7</b>
7.1 Bingara Medical Centre Update and motion for the next Country Mayors' Meeting .....	7
<b>8 Officers' Reports</b> .....	<b>14</b>
8.1 July Technical Services Report .....	14
8.2 Executive Services .....	28
8.3 Organisation & Community Services .....	37
8.4 Review of the current Staff Delegations .....	82
8.5 RaRMS .....	113
8.6 NCOSS' Report 'Tough Times, Hard Choices' .....	135
8.7 Geographical Localities .....	143
8.8 July Councillors Report.....	157
8.9 Country Mayors' Meeting Minutes .....	160
8.10 Every Age Counts.....	171
8.11 Stronger Country Communities' Fund Round 5.....	179
8.12 July Investment and Rates Collection.....	207
8.13 Certification of the 2021-2022 Financial Statements .....	227
8.14 Digital Information Boards .....	244
<b>9 Councillors' Reports</b> .....	<b>275</b>
<b>10 Closure</b> .....	<b>275</b>

## **1 OFFICIAL OPENING AND WELCOME - MAYOR**

The Mayor welcomed all present to the meeting.

## **2 APOLOGIES**

An apology was received from Cr L Mulligan.

**COUNCIL RESOLUTION:**

**THAT** the apology received from Cr Mulligan is accepted.

Moved Cr Egan, Seconded Cr Galvin

**CARRIED**

**For:** Cr J Coulton, Cr Galvin, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Moore, Matthews and Cr Smith

**Against:** Nil

## **3 CONFIRMATION OF THE MINUTES**

**COUNCIL RESOLUTION:**

**THAT** the Minutes of the Ordinary Meeting held on 28<sup>th</sup> July 2022 as circulated be taken as read and **CONFIRMED**.

(Moved Cr Galvin, Seconded Cr Smith)

**CARRIED**

**For:** Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

**Against:** Nil

## **4 PRESENTATION**

11.15 am Jodie Grant, Laura Colley and Rhiannan Barr will present a representative from Warialda Community Aid and Catherine Egan from Bingara Community Care cheques. This is a special fundraiser as all moneys have been sourced directly from staff and subcontractors of Trans4m Rail through a winter hoodie appeal.

10 am David Quirk and Susan Heyman from Hunter New England Health will be giving a presentation.

12 noon The Council resolved at the last Council Meeting to invite Mr Marshall to attend this Council Meeting to speak in support of his petition to split the New England area from the Hunter New England Local Health District.

Á

## **5 CALL FOR THE DECLARATIONS OF INTERESTS, GIFTS RECEIVED AND CONFLICTS OF INTEREST**

Á

Crs. Galvin and Matthews declared a pecuniary interest in Items 7.1 and 8.5 as employees of RARMS.

Á

Crs D and J Coulton and Egan declared a less than significant, non-pecuniary interest in Item 8.11 through their involvement with various community groups.

Á

## **6 COMMITTEE OF THE WHOLE - CONFIDENTIAL ITEMS**

**COUNCIL RESOLUTION:**

**THAT the Council resolve into Confidential Session, Committee of the Whole and that in the public interest and in accordance with Section 10A (2) (a) of the Local Government Act, 1993, the public and press be excluded from the meeting to consider Item(s) listed on the Agenda.**

**(Moved Cr Galvin, Seconded Cr D Coulton)**

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**

**6.1 Adoption of the Recommendations of the Confidential Session**

The meeting was re-opened to the public at 1.01 pm.

**COUNCIL RESOLUTION:**

**THAT the recommendations of the Confidential Session, namely:**

**July Confidential Organisation and Community Services Report**

**THAT the report be received.**

**FURTHER that the long-term employees, each with greater than 30 years of service, who recently retired, Christine Riley (35 years), Stephen Power (43 years) and Tim Smith (35 years) together with the non-returning Councillors from the previous Council, Frances Young and Stuart Dick, be invited to a dinner hosted by the Council to acknowledge their collective service with their family members being included.**

**Hunter New England Local Health District**

**THAT the local member, Adam Marshall MP, is thanked for his presentation.**

**FURTHER that Mr David Quirk is thanked for his presentation on behalf of Hunter New England Local Health District.**

**FURTHER that Gwydir Shire Council understands and supports the motivation that is driving the reasoning behind the petition.**

**are adopted.**

**(Moved Cr Egan, Seconded Cr Smith)**

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr Galvin, Cr D Coulton, Cr Dixon OAM, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**

## **7 MAYORAL MINUTE**

### **7.1 Bingara Medical Centre Update and motion for the next Country Mayors' Meeting**

#### **COMMENT**

##### **Bingara Medical Centre (BMC) Update**

As you are all aware RaRMS has advised the Council that it will no longer supply the 'Rural and Remote Medical Services Program' in Bingara with effect from Friday 30 September 2022.

The background to this matter is dealt with elsewhere in this agenda.

In my media interview concerning this matter I made it clear that the Council's least viable option is for the Council to once again attempt to run the Bingara Medical Centre. I say this for several reasons but there are three main reasons:

Firstly, the Council simply cannot afford the potential costs involved in staffing the Medical Centre with locums. The Council has paid significant funds in the past when it did operate the Centre;

The provision of these services is the responsibility of the State and Federal Governments. In part, I believe, the reluctance of these levels of Government to genuinely address this issue of a shortage of bush GPs is because local government has tried to pick up the slack, but this has only pitted one town against many others as they bid for a doctor; and;

The Council could possibly lose two of its Councillors who are directly employed by the Bingara Medical Centre.

However, this doesn't mean that the Council is walking away completely from the problem. The Council is actively seeking another viable option to run the BMC and has been holding discussion with groups such as the Rural Doctors' Network, the Primary Health Networks and various other potential providers.

The Council has held a meeting of the Gwydir Health Alliance and the draft minutes from this meeting held on 18<sup>th</sup> August 2022 are attached.

Although there is nothing concrete to report at this stage there is a genuine opportunity being developed for a collective of local people to form a vehicle that could operate the BMC. I am reasonably optimistic that this proposal will be fruitful.

Obviously, other potential opportunities will also continue to be explored.

Finally, it has become very clear that any future operation of the BMC, and probably, the other medical centre operating in the Shire, will need to introduce a user charge to maintain their viability.

### **Motion to the next Country Mayors' Meeting**

With the concurrence of the Council, I would like to put the following motion forward for consideration at the next Country Mayors' Meeting scheduled for Friday 18<sup>th</sup> November 2022:

THAT the Country Mayors Association of NSW seeks an assurance from both the major political parties that the commitment to regional NSW will continue with the retention of the Department of Regional NSW following the next NSW State election.

### **MAYORAL RECOMMENDATION**

**THAT the Council adopts the position that its least favoured option for operating the Bingara Medical Centre is as a Council controlled and operated facility and that this option is essentially ruled out.**

**FURTHER that Council continue to offer reasonable support, legal and financial, to any viable management structure that is been locally developed to continue the operation of the Bingara Medical Centre including the possibility of assistance to provide a start-up loan of around \$50,000 to create a sufficient level of working capital for the new entity.**

**FURTHER that the Council understands and accepts that a user charge will be required to ensure the ongoing viability of all the medical practices operating in Gwydir Shire.**

**FURTHER that the draft Minutes of the Gwydir Health Alliance held on 18<sup>th</sup> August 2022 are noted.**

**FURTHER THAT the following motion is submitted to the County Mayors Meeting for consideration:**

**THAT the Country Mayors Association of NSW seeks an assurance from both the major political parties that the commitment to regional NSW will continue with the retention of the Department of Regional NSW following the next NSW State election.**



**COUNCIL RESOLUTION:**

**THAT the Council adopts the position that its least favoured option for operating the Bingara Medical Centre is as a Council controlled and operated facility and that this option is essentially ruled out.**

**FURTHER that Council continue to offer reasonable support, legal and financial, to any viable management structure that is been locally developed to continue the operation of the Bingara Medical Centre including the possibility of assistance to provide a start-up loan of around \$50,000 to create a sufficient level of working capital for the new entity.**

**FURTHER that the Council understands and accepts that a user charge will be required to ensure the ongoing viability of all the medical practices operating in Gwydir Shire.**

**FURTHER that the draft Minutes of the Gwydir Health Alliance held on 18<sup>th</sup> August 2022 are noted.**

**FURTHER THAT the following motion is submitted to the LGNSW Annual Conference and County Mayors Meeting for consideration:**

**THAT the Country Mayors Association of NSW seeks an assurance from both the major political parties that the commitment to regional NSW will continue with the retention of the Department of Regional NSW following the next NSW State election.**

**(Moved by the Mayor)**

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Moore and Cr Smith**

**Against: Nil**

**Crs Galvin and Matthews left the meeting having declared a pecuniary interest.**

**Gwydir Health Alliance Meeting**

**Date:** 18 August 2022

**Venue:** Warialda Training Room

**Present:** Georgie Baxter, Robbie Burge, Dr Di Coote, Leeah Daley, Cr John Coulton, Cr Catherine Egan, Cr Tiffany Galvin, Helen Thomas, Sharon Baker, Sue Mack, Suzie Bilsborough, David Quirk, Melissa Toms, Ann Marie Anderson, Lenore Kennedy.

**Present online:** Dr Chris Matthews (and Councillor), Estrella Lowe.

**Item 1**

**Discontinuance of RARMS at Bingara Medical Centre as of 30 September 2022**

- a. Council will not take on the practice.  
  
NB: If it did, Crs Matthews and Galvin could not continue to be Councillors, and at the same time be employed by Council.
- b. Stakeholders: Community, Doctors, Nurses, Practice Manager, Staff, Gwydir Shire Council, Primary Health Network (PHN), Rural Doctors Network (RDN), Hunter New England Health (HNEH), Bingara (Multi Purpose Service) MPS, Warialda MPS, Warialda Family Practice, Locums, Touriandi Lodge, Pathology North.
- c. A number of meetings and discussions have been held to date and approaches made to various practices but no entity is interested to take on the practice.
- d. Dr Chris Matthews - thinks that the most appropriate option going forward is to 1. form a community cooperative, 2. form a limited company driven by community minded Directors, or 3. piggyback onto the existing Touriandi set up. Dr Chris Matthews - talking with accountant, Simon Groth who is exploring how a community driven limited company could be set up to run the practice from 1 October 2022. Simon Groth advised that a new company could be set up and ready to commence operations by the date.
- e. Estrella Lowe - meeting held 17 August 2022 an action plan had been drafted and that the attendees (Council, Dr Chris Matthews, PHN staff and RDN staff) had committed to the following;

- i. Undertake due diligence including Business Plan
- ii. Determine the structure of the new entity
- iii. Communicate with the community
- iv. Break away from RARMS by 30 September 2020, and not simply transition from RARMS to new entity.

The meeting attendees are to report back and meet weekly to achieve the actions required.

As Warialda Family Practice formed a new entity last year following RARMS discontinuance of its services in Warialda, Dr Di Coote and Practice Manager, Georgie Baxter offered to assist with the tasks which will need to be undertaken over the coming weeks to set up the new entity.

## Item 2

### **Moving from Bulk Billing System to Mixed Billing/Co-contribution System**

Discussed the need to move from the current set up to mixed billing to remain viable.  
Dr Chris Matthews - new entity would need to have mixed billing.

Dr Di Coote - moving to mixed billing as well.

The meeting decided that during this time of transition it would also be an ideal time to move to mixed billing. Further, that this move be communicated to the community (in particular current patients) as part of the communications being rolled out around RARMS to new entity.

Dr Di Coote - Warialda Family Practice has closed its books to people who live outside of the Gwydir Shire.

Georgie Baxter - Warialda residents seem to be accepting to the introduction of a paid service being physiotherapy.

Georgie Baxter – has been drafting a mix billing model which includes categories and procedures for hardship.

The doctors and practice managers will work together to determine what the co-contribution amounts will be.

**Item 3**

**People presenting at MPS**

Melissa Toms – reluctant to turn away people from MPS when they present (they say they cannot get into see a doctor, or afford to see a doctor at the practice).

Sue Mack – in Bingara, MPS staff and BMC staff work close together.

Dr Di Coote – going forward, she would like to work out with Melissa Toms a way to work together more (Melissa Toms has just started at Warialda MPS).

There will always be people who present to MPS.

**Item 4**

**My Emergency Doctor (MED) and Nurse Practitioner**

David Quirk and Sue Mack – MED is proving to be an effective tool with around 37 consults to date, since commencing around 6 weeks ago. MED does not replace VMO, it is a tool which delivers services when there is no VMO available. All MED practitioners are Australian doctors and are fully accredited and qualified.

David Quirk and Sue Mack – When VMO are not available, they believe that the combination of MPS staff and MED can effectively deal with incidences of trauma.

David Quirk and Sue Mack and Melissa Toms - believe that HNEH's priority and direction is to continue to encourage VMOs.

David Quirk - Two weeks ago funding (up to \$10,000 per person) became available to both MPS (NM5 category) as an incentive for people to move to the area and work at the MPSs.

David Quirk – Sue Mack is to step down from Manager of Bingara MPS and will commence the Nurse Practitioner role mid-September.

Sue Mack – this will be her last Health Alliance meeting

**Item 5**

**Recruitment of medical and health service personnel**

Melissa Toms – when she and her family were looking to move to Warialda there was little information available on the area's websites or social media platforms.

Melissa Toms – a big challenge is trying to find accommodation for visiting staff.

Dr Di Coote – owns residence that can be used from time to time.

The Alliance members will work with Melissa Toms to provide more information and support.

**Meeting closed**

## 8 OFFICERS' REPORTS

### 8.1 July Technical 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:** Alex Eddy, Engineering Services Manager

**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.

#### COMMENT

##### Construction

###### IB Bore Road Upgrade

Council staff have mobilised to the IB Bore Road to commence bulk earthworks, signaling Council's start to the \$11.54m project. Current lime supply issues have the potential to slow works; however, engineering staff are in regular contact with various lime suppliers who have indicated an easing of supply issues by late August. Field trials of stabilisation methods will take place in August. Drainage crews will work concurrently with road construction crews to alleviate drainage issues in both the Council Road reserve and private property to minimise the potential damage of future rain events to the new pavement.

###### Horton Road Upgrade

Construction has re-commenced on the third 3km section of SR11 Horton Road. 9km of the road is expected to be sealed by the end of August, marking clear progression beyond the 8km halfway point. A contractor has been engaged to install the remaining pipe work ahead of Council construction staff.



SR11 Horton Road

### **Maintenance**

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

Seal maintenance is ongoing on all State, Regional and Local Roads as potholes continue to develop. Crews have also been busy completing the installation of flood way signs on all floodways, pipe repairs and table drain maintenance.

Maintenance crews have also been attending to low branches on MR133 Killarney Gap Road, that are causing large vehicles to move out their lane.

Heavy patching is now complete along HW12 Gwydir Highway and is now taking place along Killarney Gap Road, targeting specific locations that are rough to travel over.

Council's skid steer loader continues with general town street maintenance in both Warialda, Bingara and North Star, the removal of dry waste from the truck wash and miscellaneous minor jobs throughout the shire.

### **Gravel Resheeting**

A 2km section of Blue Nobby Road has been re-graded and patched in isolated locations in preparation for a field trial of stabilisation of existing and naturally occurring gravels.

Maintenance and resheeting has started at SR70 Girraween Road.

### **Maintenance Grading**

Maintenance grading has been carried out on SR10 Yallaroi Road, SR70 Ashton Road, SR65 Munsies Road, SR8 Gragin Road, SR47 Glenesk Road, SR81 Langley Road, SR66 Reserve Creek Road, SR31 Eulourie Road.

### **Flood Damage**

In October 2021, Council wrote to 569 property owners advising of the extensive damage to the local and regional road network following two natural disaster declared flood events. As part of this letter, Council advised landholders of expected timeframes for restoration works (see table below). Due to a third natural disaster declaration in November 2021, the timeframes have not been strictly adhered to, and engineering staff meet regularly to discuss the changing conditions of the network and to reassess priorities.

<b>Road Number</b>	<b>Primary Location</b>	<b>Total Estimated Restoration Cost</b>	<b>Targeted Completion Date</b>
SR 38	Adams Scrub Rd	\$ 255,327	Within 18 Months
SR 67	Agincourt Road	\$ 8,300	COMPLETE
SR 39	Allandale Road	\$ 1,839	Within 24 Months
SR 274	Avon Downs Road	\$ 10,174	Within 24 Months
SR 17	Back Creek Road	\$ 91,338	Within 24 Months
SR 4	Baroma Downs Rd	\$ 68,686	Within 6 Months
SR 45	Bereen Road	\$ 183,618	COMPLETE
SR 40	Blue Nobby Road	\$ 179,428	IN PROGRESS
SR 234	Bonanza Road	\$ 208,815	COMPLETE
SR 44	Boundary Creek Rd	\$ 184,828	Within 24 Months
SR 76	Bristol Lane	\$ 67,024	Within 18 Months
SR 43	Buckie Road	\$ 41,914	Within 18 Months
SR 117	Bundaleer Road	\$ 19,075	Within 24 Months
SR 209	Campbell Lane	\$ 1,494	Within 24 Months
SR 30	Caroda Road	\$ 371,585	Within 24 Months
SR 301	Cooyong Road	\$ 41,889	Within 12 Months
SR 1	Copeton Dam Road	\$ 16,813	Within 12 Months
SR 41	County Boundary Rd	\$ 226,063	Within 18 Months
SR 91	Cracknells Road	\$ 73,437	Within 12 Months
SR 284	Cranky Rock Road	\$ 12,451	Within 24 Months
SR 7	Croppa Creek Road	\$ 57,844	Within 6 Months
SR 267	Cumble Road	\$ 33,896	Within 24 Months
SR 57	Currangandi Road	\$ 181,737	Within 24 Months
SR 134	Delungra Road	\$ 7,156	Within 18 Months
SR 78	Dewrang Road	\$ 149,920	Within 6 Months
SR 204	Dunrobyn Road	\$ 249	Within 24 Months
SR 53	Eden Forest Road	\$ 1,908	Within 24 Months
SR 3	Elcombe Road	\$ 13,918	Within 6 Months
SR 31	Eulourie Road	\$ 576,529	Within 24 Months
SR 75	Fairford Road	\$ 36,407	Within 24 Months
SR 263	Fairweather Road	\$ 28,942	Within 24 Months
SR 106	Flemings Road	\$ 21,746	Within 24 Months
SR 263	Floods Tank Road	\$ 1,272	Within 24 Months
SR 33	Forest Creek Road	\$ 8,300	Within 24 Months
SR 63	Gil Gil Creek Road	\$ 167,939	Within 18 Months
SR 18	Gineroi Road	\$ 114,671	Within 24 Months
SR 79	Girraween Road	\$ 13,918	Within 24 Months
SR 230	Glen Wood Road	\$ 11,879	Within 12 Months
SR 89	Glenarthur Road	\$ 159,320	Within 24 Months
SR 56	Glenelg Road	\$ 26,476	Within 24 Months
SR 47	Glenesk Road	\$ 19,880	Within 24 Months
SR 68	Goat Road	\$ 317,556	COMPLETE
SR 64	Gournama Road	\$ 107,790	Within 12 Months
SR 8	Gragin Road	\$ 112,137	Within 6 Months
SR 20	Gravesend Road	\$ 56,422	Within 24 Months



SR 62	Hibernia Road	\$ 281,449	COMPLETE
SR 87	Horseshoe Bend Rd	\$ 4,150	Within 24 Months
SR 9	I B Bore Road	\$ 182,733	Within 18 Months
SR 265	Innesvale Road	\$ 19,409	Within 24 Months
SR 224	Inverness Road	\$ 45,804	Within 24 Months
SR 73	Keetah Road	\$ 15,371	Within 18 Months
SR 100	Kellys Access Road	\$ 118,346	Within 24 Months
SR 269	Kemps Road	\$ 30,678	Within 24 Months
SR 237	Killara Road	\$ 6,917	Within 24 Months
MR 133	Killarney Gap Road	\$ 102,333	PARTIALLY COMPLETE
SR 92	Killarney Road	\$ 55,092	Within 24 Months
SR 111	Kiora Road	\$ 9,185	Within 12 Months
SR 82	Kirewa Road	\$ 279,664	COMPLETE
SR 257	Kirkton Road	\$ 24,356	Within 18 Months
SR 74	Kurrajong Hills Road	\$ 6,959	Within 24 Months
SR 88	Kywarra Road	\$ 63,022	Within 24 Months
SR 81	Langley Road	\$ 29,388	Within 12 Months
SR 49	Michells Lane	\$ 153,736	Within 24 Months
SR 202	Mistake Road	\$ 18,026	Within 24 Months
SR 55	Moreena Mail Road	\$ 223,468	Within 12 Months
SR 14	Mosquito Creek Rd	\$ 379,219	Within 6 Months
SR 71	Mt Jerrybang Road	\$ 88,819	Within 24 Months
SR 48	Mt Rodd Road	\$ 35,965	Within 24 Months
SR 42	Mungle Road	\$ 383,697	COMPLETE
SR 65	Munsies Road	\$ 10,818	Within 24 Months
MR 133	Narrabri Road	\$ 15,552	Within 12 Months
RR 7705	North Star Road	\$ 429,229	PARTIALLY COMPLETE
SR 102	Noumea Road	\$ 148,717	Within 18 Months
SR 262	Nunga Road	\$ 124,874	Within 24 Months
SR 37	Oakey Creek Road	\$ 1,908	Within 24 Months
SR 90	Old Bora Road	\$ 75,428	Within 12 Months
SR 13	Oregon Road	\$ 298,572	Within 12 Months
SR 80	Ottley Road	\$ 37,911	Within 24 Months
SR 32	Pallal Road	\$ 153,463	Within 12 Months
SR 61	Peates Road	\$ 566,285	Within 12 Months
SR 54	Pinecliff Road	\$ 169,251	COMPLETE
SR 60	Pound Creek Road	\$ 73,527	Within 24 Months
SR 281	Racecourse Road	\$ 11,109	Within 24 Months
SR 103	Ravenscraig	\$ 102,205	Within 24 Months
SR 66	Reserve Creek Road	\$ 173,593	Within 18 Months
SR 34	River Road	\$ 144,656	Within 24 Months
SR 115	Riverstone Road	\$ 18,068	Within 24 Months
SR 99	Riverview Road	\$ 5,299	Within 24 Months
SR 270	Rocky Springs Road	\$ 83,878	Within 12 Months
SR 108	Ross Road	\$ 25,962	Within 12 Months

SR 113	Royal Oak Road	\$ 36,745	Within 24 Months
SR 97	Sadowa Road	\$ 18,960	COMPLETE
SR 72	Scotts Road	\$ 99,297	Within 18 Months
SR 93	Sheepstation Ck Rd	\$ 181,373	Within 24 Months
SR 205	Singapore Road	\$ 33,203	Within 24 Months
SR 286	Sonoma Road	\$ 32,593	Within 24 Months
SR 238	Talula Road	\$ 12,178	Within 24 Months
SR 98	Terregee Road	\$ 128,009	COMPLETE
SR 21	Terry Hie Hie Road	\$ 49,606	COMPLETE
SR 116	The Forest Road	\$ 227,104	Within 18 Months
SR 50	Thornleigh Road	\$ 131,630	Within 18 Months
SR 231	Tolga Road	\$ 83,646	Within 24 Months
SR 51	Towarra Road	\$ 94,308	Within 24 Months
SR 16	Trevallyn Road	\$ 207,344	COMPLETE
SR 69	Tucka Tucka Road	\$ 162,794	Within 18 Months
SR 272	Tumba Road	\$ 20,767	Within 24 Months
SR 208	University Road	\$ 5,451	Within 24 Months
SR 22	Upper Bingara Road	\$ 22,047	Within 24 Months
SR 12	Upper Whitlow Road	\$ 104,447	Within 24 Months
RR 63	Warialda Road	\$ 31,050	Within 18 Months
SR 23	Wearnes Road	\$ 266,042	IN PROGRESS
SR 19	Whitlow Road	\$ 158,047	Within 12 Months
SR 273	Wilson's Road	\$ 28,901	Within 12 Months
SR 119	Woodburn Emello	\$ 103,621	Within 24 Months
SR 46	Yagobie Crossing Rd	\$ 39,202	Within 12 Months
SR 10	Yallaroi Road	\$ 5,600	Within 12 Months

**Flood damage work has been completed on the following Roads**

SR67 Agincourt Road 3km  
 SR45 Beren Road 6km  
 SR62 Hibernia Road 12km  
 SR54 Pinecliff Road 4.5km  
 SR97 Sadowa Road 800m  
 SR99 Terregee Road 3.4km, including 300m of new seal. (2 coat Emulsion)  
 SR14 Mosquito Creek Road at Racecourse Creek  
 SR21 Terry Hie Road 1200m  
 SR68 Goat Road 6.0km  
 SR16 Trevallyn Road 6.5km  
 SR34 Bonanza Road 3km  
 SR82 Kirewa Road 1500m  
 SR42 Mungle Road 7.5km  
 MR133 Killarney Gap Road (heavy patching at causeway approaches only)

Currently council has completed a 2km section of resheeting on SR40 Blue Nobby Road with a 300m section of damaged sealed pavement yet to be repaired.

A 600m section of resheeting out of a 1800m on SR23 Wearnes Road has been completed. There is also a 100m of sealed pavement damage to be repaired and a twin 600 pipe culvert to be replaced.

Aztech Civil Construction along with the input and assistance from the landholders in the area are currently working on SR61 Peates Road – from Getta Getta Road through to Tucka Tucka Road, with 500m out of a total of 8km completed.



SR234 Bonanza Road (Council)



SR82 Kirewa Road (Council)



SR40 Blue Nobby Road (Council)



SR23 Wearnes Road (Council)



SR61 Peates Road (Aztech Civil)

The following roads have been assessed as Council's immediate priorities once crews have completed current works:

- SR76 Bristol Lane
- SR72 Scotts Road
- SR69 Tucka Tucka Road

### Grants projects

The Bingara Tennis Court Upgrade is now complete.

### County Boundary Road Reconstruction Project

Council consultants have redesigned the County Boundary Road project, making alterations to the scope to better align contractor pricing and approved budgets. This included a reduction in causeways lengths and redesign of the pavement using more cost-effective gravels than manufactured road base. The revised design will form part of a new tender to be advertised in early August 2022.

### Local Emergency Management Committee

There have been no LEMC meetings in recent weeks.

### Landfills

Landfills continue to operate as normal. Installation of the two prefabricated site offices for Warialda and Bingara are now complete.

Work has commenced on the development of 10-year management plans and updated remediation plans with contract surveyors currently working on surveys at each site at each Landfill to be completed in July 2022.

## GIS

This month in GIS, updating the Cemetery register with mapping the information into MapInfo continues. At the same time, cleansing the Name and Address and Cemetery Registers has taken place to ensure consistency across different GIS staff have been working closely with Asset Edge, with the aim of integrating urban street data into the Reflect program to assist with asset maintenance.

## DESIGNS AND ASSETS

### Road and Road Infrastructure

Designs for IB Bore have been put into the construction team's grader to enable preliminary works such as clearing vegetation and forming up drains to commence. After conducting final surface checks along Horton Road between chainage 29560 and chainage 27760, base station has been set up for the next section, chainage 27760 to chainage 26360 which includes Eulourie Intersection.

### Soil Testing

Soil testing is conducted on gravels from various sources to suitability for several upcoming road works such as IB Bore Road, future flood damage works and resheeting projects.

### Miscellaneous Projects

1. Reedy Creek Phase 2- The plans and designs are finalised for the Reedy Creek Rest Area Phase 2 and the team is finalising the tender documents to invite quotes from the contractors.
- 2.
3. North Star School Survey- The team carried out a survey at North Star School on David Street to consider future developments of drainage and parking area for the school.

## ROADS MAINTENANCE COUNCIL CONTRACT – WORK ORDERS ISSUED BY TfNSW

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

Discussions with TfNSW have taken place regarding the completion of one rehabilitation project, Segment 6120 MR63 Fossickers Way, this year, with a further two segments, also on MR63 Fossickers Way, completed by TfNSW crews or external contractors. A design review has now been received for the 'Hollymount' project, segment 6120, and is currently being updated by Drake Roads. Designs still awaiting approval from TfNSW include 'Wendouree' Rehabilitation, segment 5150

and 'Upper Bingara North' Rehabilitation, segment 4420, all on MR63 Fossickers Way. The heavy patching crew has now completed all works from last financial year and a claim is currently being processed. This financial year will see another average heavy patching program, a large reseal preparation program and an extensive resealing program that will see 10 segments on MR63 Fossickers Way and 11 segments on HW12 Gwydir Highway resurfaced. Works are currently being scoped out, with further inspections with TfNSW scheduled early in August. Flood damage works have also been approved for HW12 Gwydir Highway and will be completed by the heavy patching crew once TfNSW have finalised their bridge scour works.

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

### **WARIALDA FIREBREAK UPDATE**

The construction of a 40m wide Asset Protection Zone (APZ) around Warialda commenced on Monday 29 May 2022. NSW Rural Fire Service brought in mitigation machinery crews from throughout NSW to deliver the project and the Soil Conservation Service also have contractors on site in Warialda working on the firebreak.

NSW Rural Fire Service are carrying out the works on the Council and private land blocks with the Soil Conservation Service contracted to do the work on public lands.

The establishment of this APZ will strengthen the towns bushfire resilience prior to the next season and for seasons to come. Normally in an APZ, native trees and shrubs should cover no more than 20% of the area. The rest is regularly slashed. There has been significant clearing work completed, with several sections remaining untouched. Completed sections have been done to different standards depending on which contractor and which machine was used to complete the work. Some blocks need minimal work to enable them to be slashed in the future and others are inaccessible without further significant ground preparation and clearing work. Council has committed to picking up the piles of timber that have been stockpiled on the cleared areas and a contractor has been engaged to start this work on 4 August 2022.

Information is needed on what state the break will be handed over to Council in and when this project will be completed. To date, RFS have not been forthcoming with this information. Without understanding what condition the firebreak will be left in, Council is unable to budget for and program works required to make the break accessible by a tractor and slasher and to maintain an effective break into the future.

### **WATER AND SEWER**

Water and Sewerage operators attended 12 service line repairs, 3 repairs to water mains, repaired 15 sewer blockages, and replaced 22 new water meters during July 2022.

Regular weekly tasks carried out by Water and Sewerage staff include grounds maintenance at the Warialda Truckwash ponds, both sewerage treatment plants, maintenance of grounds at pump stations and water treatment plants and reservoirs, flushing mains and trucking biosolids from Warialda Truckwash to landfill.

Other work was undertaken at the Bingara Showground and tennis courts, Warialda Caravan Park, Captain Cook Park, Coolatai toilets, The Living Classroom, Gwydir Oval, Warialda truckwash, Naroo and Touriandi, Whitfeld Place, Bingara Preschool, Cunningham Park, Bingara Caravan Park and Warialda cemeteries.

In June Department of Planning and Environment funded a leak detection program for the 4 water supplies. An external company using ultrasonic leak detection equipment undertook the survey. 47 minor water leaks were identified; 22 of these being in private lines. Council has repaired the leaks identified in survey. Council was successful of obtaining a grant for \$148,950.00 (excluding GST) for the replacement of bulk water meter on the outlets of 6 reservoirs and the Bingara water treatment plant. The project will be completed in the 2022-23 financial year.

### **Warialda Truckwash**

The truckwash facility was used by 134 trucks during July with an average wash down time of 58 minutes and total water used was 950kL. The estimated income for July is \$7122.00 less monitoring fees and expenses. Recycling of effluent back to the truck wash from the ponds is currently being investigated.

### **GRANT PROJECT**

#### **Federal Drought Program**

Upper Horton water supply is now complete with the fencing around the solar bore being installed in July.



*Upper Horton solar bore*

Landscaping of the western end of the All Abilities Park including terracing and sandstone retaining wall has been delayed due to the availability of contractors.

#### **Covid Stimulus Funding**

Batterhams Lookout guardrail installation has been delayed due to resourcing issues.

### **Showground Stimulus funding**

The refurbishment of the Bingara Showground Grandstand has been completed as part of Phase 2 Showground Stimulus Funding.

A grant application was submitted to Crown Reserves Improvement Fund for a multipurpose administration building for the Bingara showground. The funding amount requested in the application was for \$46,131.80 and Council's contribution would be \$19,710 for onsite works. Funding of the grant will be announced in October 2022.

### **Regional Sports Facility Program**

The covered netball court at Gwydir Oval has been ordered and construction is scheduled to commence in September 2022. Asphalt has been ordered and cracking sealing is scheduled to be undertaken in August 2022. The aluminum seating has been delivered and will be assembled at completion of the project.

### **Recreation Fishing trust**

A grant application was submitted to Recreation Fishing Trust for \$9,500 for the supply and installation of two solar powered LED lights along Gwydir River near the boat ramp.

### **Maritime and Roads**

An application was submitted for construction of all ability access pontoon located at the Bingara Boat ramp. Funding amount requested was \$62,040 (75%) of the project and Council contribution of \$20,680 will be funded through maintenance budget for the onsite works.

### **Transport for NSW**

A funding application for walking and cycling paths was submitted to Transport for NSW to the value of \$339,735. This is 100% project funding. Announcement of grants is due August 2022.

### **PARKS AND GARDENS**

All parks and gardens continue to be maintained. Council undertakes weekly inspections of playgrounds and cleaning of handrails and touch areas. Mowing, weed control, irrigation, hedging, and trimming were routinely undertaken during July. Council continues to mark and maintain the fields for the community groups using Council's ovals. Myall Creek and the Glacial area are inspected on a weekly basis.





*Spraying broadleaf herbicide for clover control*

Tree trimming in Junction and Keera Street were undertaken in July. Many stumps have been ground in North Star. Parks and Gardens staff continue to erect guards around the street trees as time permits.



*Keera Street Tree trimming*

## WORKSHOPS AND DEPOTS

Workshop Services and Jobs

May

Jun

Jul

---

Total number of services in Workshops	21	23	22
Total number of repairs in Workshops	128	140	100

Major Repairs and maintenance undertaken in the workshops during July included:

- P2033 truck - axle seal repairs
- P1891 road reclaimer - new front rims fitted by Westrac under warranty
- P1785 utility - replacement of clutch and fly wheel
- P1629 truck – replacement of kingpins
- P1446 jet patcher – replacement of road broom
- P1721 grader - circle drive motor repairs
- P1718 truck - repairs to exhaust
- P2005 mower - deck repairs and fit new belt
- P1690 Grader – replacement of blades slide bushes

### **Plant replacement**

Plant 1625 – Komatsu backhoe replacement was advertised on Local Government Procurement vendor panel.

Several light utility vehicles have been ordered with expected delivery delays of 6 months.

Request for quotation have been called for small 1.5t excavator and new zero turn mowers.

### **Plant Disposal**

A CAT 1 Isuzu Dual cab tanker from Rural Fire Service is at Pickles auctions for disposal at next auction.

### **CONCLUSION**

The activities carried out by the Technical Services Department are in line with the 2022/23 Management Plan and otherwise directed.

### **CONSULTATION**

Consultation is carried out within the Technical Services Department during the monthly Technical Services team meetings and other relevant persons.

### **OFFICER RECOMMENDATION**

**THAT the Monthly Technical Services Report for July 2022 be received.**

**FURTHER that representations be made to the Rural Fire Service to determine when the Warialda Firebreak works will be completed and to what standard so the cost to complete the works can be identified.**

### **ATTACHMENTS**

Nil

### **COUNCIL RESOLUTION:**

**THAT the Monthly Technical Services Report for July 2022 be received.**

**FURTHER that representations be made to the Rural Fire Service to determine when the Warialda Firebreak works will be completed and to what standard so the cost to complete the works can be identified.**

**(Moved Cr Egan, Seconded Cr Galvin)**

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**

**8.2 Executive Services****File Reference:** NA**Delivery Program****Goal:** 5. Organisational management**Outcome:** 5.1 Corporate management**Strategy:** 5.1.5 Provision of responsible internal governance**Author:** Max Eastcott, General Manager**STAFF DISCLOSURE OF INTEREST** Nil**IN BRIEF/SUMMARY RECOMMENDATION**

This report is for reception.

**TABLED ITEMS** Nil**COMMENT****BUILDING SERVICES – JULY 2022**

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

- Minor structure construction e.g., sheds
- Commercial opportunities and construction
- Basix (Building Sustainability Index)
- Bushfire requirements
- Building construction standards and requirements
- Stormwater
- Licensing and owner builder requirements
- Fees and charges
- Lodgment of applications on the NSW Planning Portal

The following Construction Certificate (C/C), Complying Development Certificate (CDC), Building Information Certificate (BIC) and S68 applications have been approved for the month of July 2022.

No.	Property Description	Development/Work	\$	C/C	CDC	BIC	S68
14/2022	Burundah Drive Warialda	New dwelling	\$300,000	✓			
27/2022	11 Salter Street Bingara	New dwelling and detached garage	\$380,000	✓			
14/2022	11 Salter Street Bingara	New aerated wastewater treatment system in association with new dwelling	NA				✓

16/2022	894 Whitlow Road Whitlow	New onsite sewerage management system in association with new dwelling	NA				✓
19/2022	Burundah Drive Warialda	New aerated wastewater treatment system in association with new dwelling	NA				✓
5/2022	Allan Cunningham Road Bingara	New dwelling	\$432,000		✓		
4/2022	6 Railway Avenue Gravesend	Construction of shed without construction certificate approval (relates to DA 52/2021)	NA			✓	

S68 – There is no obligation to reveal costs as this is an associated application.

C/C - A construction Certificate is an addition to an existing DA

DA – There is a base fee plus a fee charged as a percentage of cost.

### NO. OF COMPLAINTS/INSPECTIONS July 2022

Type	No.	Yr. to Date	Actioned	Pending
Building	30	30	26	4

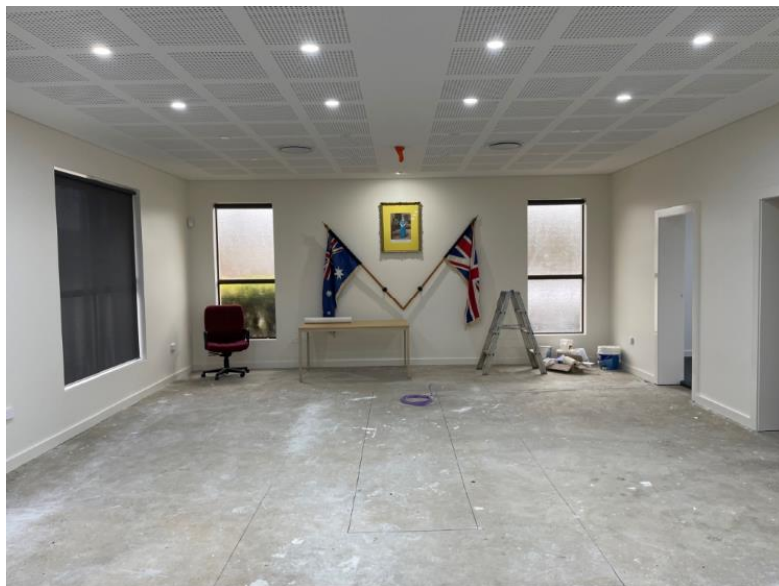
### BUILDING MAINTENANCE

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.

### Projects Worked On

Staff worked on the following projects during July 2022:

- The new Animal Impounding Facility has been completed.
- Alterations to the Warialda Council Chambers and the external public toilets, including the addition of Mayors Office and accessible Councillor and Staff amenities. This project is progressing well with the electrical and IT fit out currently being undertaken.
- Bingara Pre-School – construction of the additions and renovations is continuing



*Warialda Council Chambers*



*Warialda Council Chambers*



*Warialda Council Chambers – Mayor's Office*

**COMMUNITY ASSETS**

**Expressions of Interest Caravan Parks, Swimming Pools, Cranky Rock**

During the reporting period, Council advertised for Expressions of Interest for the management and operation of five Council facilities namely the Bingara War Memorial Baths, Warialda War Memorial Olympic Pool, Cranky Rock Recreation Reserve and residence, Bingara Riverside Caravan Park, and Warialda Caravan Park. The response period closes on Friday 12 August 2022. EOI information and return schedules have been given to nine interested parties.

**Gwydir Libraries**

<b>Statistics</b>	<b>Bingara</b>	<b>Warialda</b>	<b>Gwydir</b>
Door Count	1147	640	
Loans	1525	349	
New Members	12	7	
E-resource Users			12
Downloads			208
PC usage	158	42	
WIFI usage	566	280	
Programs	43	9	
Adult Program	119	26	

attendees			
Children Program attendees	144	84	
Home Delivery	8	6	
Institution Delivery	7	4	
Seniors Be Connected sessions	6	12	
Community support hub	71	3	

**Bingara Library**

- Home delivery to individuals, Touriandi Lodge and the hospital residents continues weekly.
- Touriandi Lodge residents visited on 15 July for a morning tea and browse of the library. They also borrowed books, talking books, and made reservations.
- Be Connected internet tutorials resume with sessions offered face to face or by phone between 2:00pm and 3:00pm each day. Bookings are necessary. Participants are borrowing the loan devices and experimenting at home with assistance from staff by phone.
- Wednesday games morning for seniors continues to be successful with more participants attending and various games being played.
- Book Club has been in recess due to illness with members but will resume in August.
- Home schoolers visit the library every Wednesday morning for Lego, craft, beading and boardgames.
- CHSP visited the library for a morning tea and information session on 26 July. Staff spoke to them about membership, sessions the library runs, assistance offered at the library, reservations that can be placed and apps. This visit coincided with Library and Information Week. Multiple attendees signed up for a membership during their visit.
- School holiday activities included a Lego session and a craft afternoon. Some children were regulars to the programs, others were new, and some were visiting grandparents in town.
- After school programs resumed following the school holidays on 19 July.
- Kool Skool program children joined the library after school program on 26 and 28 July due to Toy Library staff absence.
- Staff engaged with Gwydir Shire Council’s Early Intervention Support Worker to discuss programs for tweens and youth using the library as a meeting space.
- Community Support Hub is very popular with community members and visitors requiring assistance with printing, copying, scanning, emailing, phone assistance and form completion.

**Warialda Library**



- An 'Earthquake Survival' activity was held during the July school holidays.
- After School programs resumed following the school holidays.
- Home delivery and delivery to individuals, Naroo residents and the hospital continues weekly.
- Senior programs such as Meet and Greet, Golden Oldie Craft and Be Connected continue to be well supported.
- Be Connected internet tutorials will resume with sessions offered through a booking system.

**Gwydir Learning Region Training  
Heavy Vehicle Training and Assessment**

July has seen a steady increase in heavy vehicle training with a total of five full paying clients, three clients successfully completing heavy rigid (HR), and two clients completing heavy combination (HC) training and assessment enabling them to obtain their upgraded licences.

The 2022/23 Training Services NSW smart and skilled activity period is now open and applications for training subsidies are being submitted.

**Learner Driver Tuition**

When time permits, Council's driving instructor is providing learner driver tuition.

Driver Tuition	February	March	April	May	June	July
Bingara	2	4	3	3	0	0
Warialda	3	3	3	6	0	7

**Gwydir Career Start  
Current**

School Based Trainees (SBT)	
SBT Gardener	Warialda
SBT Carpenter	Bingara
SBT Water & Sewer	2 x Warialda
SBT Plumber	Bingara
SBT Mechanic	Warialda
SBT Mechanic	Bingara
Trainees	
Information Services Trainee	Bingara
Business Administration Trainee	Warialda/Bingara
Aged Care Trainee	2 x Naroo Hostel
Apprentices	
Apprentice Plant Operator	4 x Warialda
Apprentice Plant Operator	1 x Bingara
Apprentice Mechanic	Warialda
Apprentice Carpenter	Bingara

**Certificate III Early Childhood Education and Care**

All eight enrolled community members have commenced Certificate III ECEC on the Peak Training learning portal and participated in the first learning session held via Zoom on 21 July 2022.

### **Gwydir Media and Communications (GMC)**

#### **The Gwydir News**

This month the GMC team farewelled Kim Miller as the Editor of the Gwydir News. Kim joined the paper in 2018 as an Editor and Administration Assistant and has seen the publication through the ups and downs of the last four years.

Kim's dedication to the paper and the Gwydir community will be sadly missed. We wish Kim the very best in her new endeavours.

Recruitment for Kim's replacement took place earlier this month with Sally Robertson appointed as the new Gwydir News Administrator. Sally will be commencing in the role in the second week of August, with her first issue being the September edition. Sally has a passion for writing and regional issues and is looking forward to taking the reins.

In the absence of an editor, the GMC team have been working hard to fill the void and have been working on a special health and wellness issue of the Gwydir News. This issue celebrates the incredible work that is done by the health and wellness services in our Shire, acknowledging the organisations, businesses, staff, and volunteers that care for our community or help to maintain our health and wellbeing.

### **Events**

#### **Orange Festival**

The GMC team have been working to wrap up the 2022 Orange Festival and have been rebooking major elements of the festival for next year, with a substantial amount of planning already complete for the 2023 festival.

#### **Honey Festival**

The team have also been busily preparing for the Warialda Honey Festival scheduled for 17 September 2022.

An extensive line up of activities are planned for this year's festival with vintage car displays, market stalls, a Gumboot Throwing Competition, and a screening of the Bee Movie.

Paul Orvad and Dion Larkham from The Wize Guys band will be entertaining the crowd. A mechanical bull, obstacle course, double lane slide and jump for joy castle will keep the kids entertained with a \$15 ride all day wrist band available for purchase on the day.

This year, the committee were hoping to showcase enclosed beehives, however, the threat of the Varroa mite may hinder these plans and the committee will of course abide by any restrictions set in place to protect the industry.

If bees are unable to be exhibited, there will still be plenty of activities on the day that will reflect the theme of the festival with Bieber the Bee mascot set to make a comeback this year and several stalls selling local honey are already locked in.

The organising committee has also teamed up with the 2022 Bee Creative Challenge project organised by Warialda High School. The aim of the initiative is to attract people to the town of Warialda by creating bee, insect, bird, honeycomb, or bee-related type structures which can be displayed throughout the town as an added tourism attraction.

It is hoped the large structures will create a reason for people to stop and explore the streets of Warialda. Anyone is welcome to get involved and is encouraged to speak

to Shelly. The finalists in the Bee Creative Challenge will have their works on display at the Honey Festival and the winners will also be announced that same day.



*Bee Creative Challenge Project Coordinator, Shelly Way (Principal Warialda High School) with R2D2*

### **CMCA Rally**

The GMC team is also working with the CMCA Rally Coordinator to finalise details of the rally including traffic plans and Saturday's street carnival which will be held in the main street of Bingara on Saturday 22 October.

### **The Living Classroom (TLC)**

A public meeting was held at The Living Classroom on 8 July to discuss the possibility of a community garden with 15 people attending. It is envisaged that veggie pods will be used to grow herbs and vegetables from mid-August.

The Disaster Recovery Satellite NBN was installed on 29 July.

The Willoughby Youth Exchange students stayed at the Bunkhouse for Bingara's Orange Festival weekend.

More than 40 students from University of Technology Sydney visited and stayed a night in the bunkhouse. The students are part of a university volunteer group called the Big Lift Bus. During their visit, students workshopped a new website and how to improve The Living Classroom's social media presence, trimmed water shoots from the olive trees, assembled the veggie pods, move the corrugated iron mandala

gardens, weeded gardens and had a great time. The group plans to visit each year, and it is hoped that the site can attract similar groups going forward.

The Gwydir Social Club held its Christmas in July half-yearly event at TLC.

A number of meetings and training workshops were held at TLC including a chainsaw course, StateCover Mutual workshop, and U3A – Fire Brigade Safety talk.

### **The Roxy Theatre**

The Roxy Theatre hosted a free movie during the Orange Festival.

The Unleash the Gwydir Black Dog Ball made a welcome return to the Roxy after several years due to COVID.

The Girls Glow Youth Program continued at the Roxy during July, as did the North West Theatre Company's (NWTC) Film Club afternoon.

NWTC held auditions on 31 July for *Melodrama and Passion*, which is its next production, will start Saturday 10 September 2022.

### **OFFICER RECOMMENDATION**

**THAT the report be received.**

### **ATTACHMENTS**

Nil

### **COUNCIL RESOLUTION:**

**THAT the report be received.**

**(Moved Cr D Coulton, Seconded Cr Matthews)**

### **CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**

### 8.3 Organisation & Community Services

<b>File Reference:</b>	NA
------------------------	----

#### Delivery Program

<b>Goal:</b>	5. Organisational management
<b>Outcome:</b>	5.1 Corporate management
<b>Strategy:</b>	5.1.5 Provision of responsible internal governance
<b>Author:</b>	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 July 2022.

**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.

#### AGED CARE – NAROO FRAIL AGED HOSTEL

##### Resident News & Outings

Our facility is still slowly coming out of lock down and returning to normal. The residents enjoyed some pet therapy this month, which involved a visit from some kelpie pups which was very well received.

Minister Steve has also returned for Chapel Service this month which was a full house event. The Activities Staff have organised further craft sessions and our daily walks and activities have returned to normal.



*Minister Steve and the Chapel Service*



*Puppy Love*



### **Commonwealth Home Support Program July 2022 Report for Warialda and Delungra**

Commonwealth Home Support Program supplies services to clients around our Local Shire areas. CHSP supplies Meals on Wheels (fresh/frozen), Day Centre meals, activities, transport locally and out of town and social support (group and individual).

Since 27 June 2022, Naroo Hostel has taken over the cooking of Meals on Wheels and is supplying clients with nutritious meals.

Data Exchange reporting submitted 12 July 2022. This will be due monthly, instead of six monthly, as a part of funding.

The bus travels to Inverell fortnightly with a total of seven to eight clients and this includes our regulars who go rain, hail or shine. COVID 19 practice is encouraged.

Police checks are ongoing throughout the year for our volunteers.

Clients care plans continually updated throughout the year.

### **Meetings**

Advisory Committee meeting scheduled for 16 August 2022.

### **Volunteers**

Warialda Commonwealth Home Support Coordinator would like to take this opportunity to say our services would not survive without our volunteers who help daily, currently we have thirty-five on our books. Where would we be without our volunteers?

**Transport and trips**

Inverell community bus had two trips to Inverell this month; clients encouraged to take COVID 19 precautions when on outings.

Bingara CHSP used the Warialda bus to go shopping in Inverell, due to the Bingara bus being repaired.

Naroo also utilised the CHSP Bus twice in July.

**Social support**

Social support given to clients attending Day Centres & using Transport.

**Day centres**

Numbers have been good this month with Naroo clients enjoying being back at Day Centre.

**Food service**

Meals on Wheels clients have been enjoying cooked meals supplies from Naroo Hostel great feedback from all.

Birthdays are celebrated monthly, and clients are offered a free lunch in celebration of their special day.

Transport prices have increased by five dollars due to fuel prices for out-of-town appointments.

The Carers Grant applied that was for 2022 saw CHSP successful in receiving three hundred dollars; this will enable CHSP to show their appreciation to all Carers by attending a luncheon at one of our local eateries.

<b>Warialda/Delungra CHSP July Report</b>		
	<b>Delungra</b>	<b>Warialda</b>
<b>Day Centre</b>		
Total Active Clients	22	95
Clients Receiving Service	10	56
Total Meals	4	194
Hours Clients Receive in Centre	152	460
<b>Social Support</b>		
Number of Clients	10	56
Individual Hours	40	79
Group Hours	112	381
Total Hours Received	152	460
<b>Food Service – Meals on Wheels</b>		



Clients	0	6
Meals	0	92
<b>Transport</b>		
Number of Clients	2	18
Number of Trips (return trips)	10	108
<b>Transport – Youth</b>		
Number of Clients	0	0
Number of Trips (per month)	0	0
<b>Access Bus to Inverell</b>		
Number of Clients	1	9
Number of Trips	4	4
<b>Volunteers</b>		
Number of Volunteers – XX(Month)	1	31
Monthly Volunteer Hours	16	495

## Commonwealth Home Support Program July 2022 Report for Bingara

### Advisory Committee Meeting

No meetings were held in July.

### Volunteers

Bingara CHSP was supported by 12 volunteers with 515.5 hours of services during July by way of Out-of-Town Transport, Centre Based Day Care and local transport. The hours that volunteers work is determined by the time spent with clients by way of transportation, group social support and individual social support.

### Transport and Trips

Out-of-Town Transport had a few less trips in July with 156 trips for the month servicing 31 clients.

The Access Bus made 3 trips to Inverell in July, servicing 14 clients. The Bus was also used for some out-of-town trips to medical appointments when both other vehicles were fully booked.

Volunteers carry out regular maintenance checks on the vehicles when they are not in use as well as the routine cleaning after every trip.

The Local Transport service has again been busy during July.

### Social Support

The Social Support Group held in the Linger Longer room on Tuesdays has maintained good numbers attending regular morning tea/lunches in July, with 4 being held this month. The monthly Group Social Support outing travelled across the road to the library for morning tea. 12 ladies attended and many of them joined the library.

<b>Bingara CHSP July Report</b>	
<b>Day Centre</b>	
Total Active Clients	12
Clients Receiving Service	11
Total Meals	35
Hours Clients Receive in Centre	163
<b>Social Support</b>	
Number of Clients	52
Individual Hours	352.50
Group Hours	163
Total Hours Received	515.50
<b>Food Service – Meals on Wheels</b>	
Clients	15
Meals	288
<b>Transport</b>	
Number of Clients	31
Number of Trips	156
<b>Transport – Youth</b>	
Number of Clients	0
Number of Trips	0
<b>Access Bus to Inverell</b>	
Number of Clients	14
Number of Trips	3
<b>Volunteers</b>	
Number of Volunteers – July	12
Monthly Volunteer Hours	515.50

**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.

**Centrelink**

Centrelink remained open for normal operation hours.

**Youth Services**

Funding body – NSW Department of Communities and Justice

On Saturday 9 July 2022, a disco was held in Warialda at the Memorial Hall for ages 12 to 18. This disco was prepared using the results from the Youth Council survey which was conducted previously. A local DJ was organised, and a sausage sizzle was run by the Warialda Rotary. Four Council staff volunteered their time. Unfortunately, there were no attendees despite staff approaching the schools and giving many students individual invitations to the event. Staff will discuss what may have been other barriers to no attendees and consult with students for their feedback.

Staff are still in the process of collating the data that was received from the Youth Forums held at the end of June.

GirlGlow did not run during July due to school holidays and other unforeseen circumstances.

**Vacation Care**

<b>Total Points of Contact Monday 11 to Thursday 14 July</b>	<b>24</b>
Number of Children & Families Enrolled in Holiday Activities	10 Families 14 Children 5 Boys 9 Girls



Vacation Care was held in Warialda at the Toy Library from Monday 11 July 2022 to Thursday 14 July 2022. Children participated in one craft activity which extended out over the 4 days. This was a collaboration involving Naroo as staff felt it would be nice to give something to the community. Children painted a tree, using their hands and arms. These will be given to Naroo, as it would be uplifting for them after a tough couple of months due to COVID 19 restrictions for them. Children did multiple paintings each so there was enough for each resident of Naroo.

Other activities in the program included UNO, puzzles, free play, drawing, imaginative play and board games, dress ups, Hide and Seek, Red Rover, Green Light Red Light, and even danced to some music.

### **Supported Playgroup Development Worker**

Funding body – Department of Community and Justice

July was a quiet month for the Warialda Toy Library as most families were away on holiday.

This month, children and families participated in NAIDOC week craft. The children engaged in a craft session where they used their fine motor skills to create a dot painting.

Again, we were fortunate enough to receive donations from the Moree Women's Refuge which included waffle blocks and a collection of puzzles which will be beneficial to the service and the families.



<b>Warialda Toy Library</b>	<b>May 2022</b>	<b>June 2022</b>	<b>July 2022</b>
Total daily attendance count for children, (calculating each child, each day over the month – total points of contact).	<b>44</b>	<b>56</b>	<b>8</b>
Full borrowing members (new and/or renew)	0	0	1
Non borrowing members (new and/or renew)	0	1	1
Casual borrowing members (new and/or renew)	0	0	0
Commemorative Birth Certificate applications received	0	0	0
Toys returned	9	11	2
Toys borrowed	9	8	2
Groups using the service (FDC carer, Pharmacy)	0	0	0
<b>Tuesday</b> group activity morning x 1	9	24	4
<b>Wednesday</b> group activity morning x 1	10	11	0
<b>Thursday</b> group activity morning x 2	19	16	13
<b>Friday</b> group activity morning x 4	6	5	0

**Bingara Toy Library**

Funding body – NSW Department of Education

<b>Bingara Toy Library</b>	<b>May 2022</b>	<b>June 2022</b>	<b>July 2022</b>
Total daily attendance count for children who utilised the service for the month	<b>53</b>	<b>101</b>	<b>40</b>
Full borrowing memberships (New/renew)	0	1	1
Non borrowing memberships (New/renew)	1	1	1
Casual borrowing memberships. (New/renew)	0	0	0
Commemorative Birth Certificate - voucher memberships	0	0	0
Toys returned	20	6	1
Toys borrowed	4	0	4
Children & Groups using toys	1	0	2
<b>TUESDAY</b> group activity morning x 3	0	17	9
<b>WEDNESDAY</b> group activity morning x 3	16	28	9
<b>THURSDAY</b> group activity morning x 3	5	9	6
<b>KSK Program</b> group afternoon session x 6	41	66	26

School holidays kicked off the month of July, for the first two weeks. Families who ventured down to the service were offered painting, various craft activities, stories, games or could just simply enjoy playing with all the toys within the room.



Kool Skool programmers had two bonus sessions in the holidays, as something a little different to do during their school holiday break. Sessions ran from 2pm until 4.30pm with the making of honey joys and Anzac biscuits along with craft and games on Thursday 7 July and then Tuesday 12 July was a movie, popcorn, craft n games afternoon.

From the beginning of term 3 the group had two extra children join, one each for Tuesday and Thursday afternoon bringing attendance numbers to eleven on each afternoon. While staff is on leave the Kool Skool children were asked to join in with the Public Library group for the last week of July on Tuesday and Thursday, whilst the service was closed, so the families were not inconvenienced by the closure.

The first week back, after the holidays saw playgroup morning sessions hold gross motor skill building activities, with steppingstones, ball activities and laying around on mats reading. Also offered were other valuable developmental skill building activities like craft, listening games, movement action dice game and drawing with the chalks.



Once again there are many illnesses going around in the community and families were away on school holidays, so numbers were lower.

**Bingara Preschool**

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

Days	July 2022
Tuesday	27

Wednesday	24
Thursday	24
Friday	21

**Professional Development and Training**

**Diploma Work Placement**

An Educator at Bingara Preschool during the month of July, has now completed the allocated 120 hours of work placement as part of three, work placement blocks required for the Diploma of Education and Care qualification.

**Munch and Move Training**

An Educator has completed a three-hour Munch and Move online Training which revised the importance of embedding healthy eating and physical activity into the curriculum.

**ECEC Winter COVID 19 Information Session**

The Director attended an online information session, discussing COVID 19 and the current impact on service delivery. It provided information on current recommendations in relation to strategies on how to keep COVID 19 safe.

**Update on the Construction of the New Classroom**

Construction is progressing on the new classroom. This month, the furniture has been ordered and the flooring has been chosen. The classroom is hoped to be fully operational by the commencement of Term 4.



*New classroom under construction*

**Orange Picking**

The service actively participated in the annual community event of Orange Picking on 1 July 2022. This year, each child had a family member attend this event with them, as a safety precaution due to the increasing numbers of people attending. During Week 10, the children creatively drew their own interpretations of an Orange Tree and spoke about what Orange Picking means to them.

**NAIDOC Week Celebrations**

During the school holidays it was NAIDOC Week, so the service celebrated this important cultural event during Week 1 and 2 of Term 3. The children participated in a range of experiences that explored the Indigenous Culture. Experiences facilitated in creating their own interpretation of a Boomerang, painting the Rainbow Serpent with watercolours, played clapping sticks and listened to range of Indigenous stories.

**Tharawonga Mobile Resource Unit**

Funding body – Australian Government Department of Education

Days and Venues	July 2022
Monday at Yetman	6 + (1 casual)
Tuesday at North Star	10 + (2 casual)
Wednesday at Yallaroi	7 + (2 casual)
Thursday at Gravesend	4
Friday at Croppa Creek	9 + (3 casual)

Tharawonga has only provided education and care for one day at each venue this month due to the school holidays and staff development days.

**Significant celebrations**

Tharawonga has participated in some significant events in the last few weeks including Farm safety week, this was held throughout the course of week one term 3 2022. The children participated in meaningful discussions using their voices to describe how we can be safe on the farm, reading stories “Stay safe on the farm with Jessy”, We watched a video about staying safe on the farm and sending home information fact sheets for families about how we can be safe on the farm. This is a significant highlight of our service as approximately 95 percent of our children attending Tharawonga life on farms.

**Community Involvement**

Monique Wynter from the Inverell Community Health Facility conducted her StEPS vision screening process in Gravesend on 21 July 2022.

**Yetman**

This month at Yetman one of our families continues to utilise the service for casual days. The educators have been intentionally teaching the children transitional learning experiences including a focus on opposites, and we have extended this experience further as the children participate in the indoor experiences with opposite matching games. One of our educators has introduced the children to a new musical experience “Chuchuwa Dance”. Our creative and arts experience was child directed from a request from the children that participated in finger painting. As it was our first day back, the children helped the educators to make a new batch of playdough. Cooking with children teaches valuable learning including increasing language development and communication, enhances fine motor skills, exposure to math concepts, introduces science concepts and teaches life skills.



### North Star

The children have been engaged in group outdoor play. They enjoyed blowing and chasing bubbles, working together in the sand pit, and having a picnic for morning tea. The children checked on our outdoor environment - digging for worms in the worm garden, watering our gardens planted last term, and observing the tree trimming that occurred during the holidays and one tree that had been completely removed. The children discussed why it needed to be removed and how it was removed - what machines removed it and what did they do with the tree?

We read books about Tractors and the library, practiced singing with actions to develop listening skills, and transitioned with counting to practice and develop numeracy skills. Two of our families this month have utilised our service for casual days of care.



### Yallaroi

During our first day back, the children explored and experimented with gross motor equipment. They invented games, negotiated turn taking and rules and even involved the equipment in their imaginary play.

The children brought their home knowledge and skills to the service. They fixed the mud kitchen tap and tested the tap with water. They used chainsaws (sticks) to cut firewood and remembered to use PPE and give safety instructions to their peers. The children continued role play around doctors. They are developing literacy skills in using technical vocabulary, giving instructions, and asking questions, and using language for a purpose.

Children identified colours during a reading session, and we discussed friendship and kindness after reading *The Very Hungry Bear*. The children sang action songs to develop listening skills and transitioned with counting to practice and develop numeracy skills.



### Gravesend

The children have responded to craft and creativity with the stencils and fine paint brushes. One of the children further explored this experience by using the paint with his fingers. Pretend and imaginary play was initiated by the children in the kitchen area set up with lots of cooking on the BBQ. The children were able to have a picnic morning tea outside. Our group experiences were making some amazing yellow play dough and counting and movement with Jack Hartman, our stories today were Pig the Blob and When I'm Feeling Sad. Together, we are learning a new song Tiny Tim. For Intentional Teaching, the children used scissors, rollers and cutters with our yellow play dough, matched opposites, explored object recognition and picture matching game and assembled an alphabet puzzle on the purple, our transitions were colour and shape recognition.



### Croppa Creek

The children have been engaging in extended group dramatic play and imaginative play. They negotiate playing different roles within the play and then act out those roles through language, voice, and movement. The children developed their own cooperative game on the wobbly steps walking around the circle, jumping up and down on the steps, jumping into the circle, crab walking and holding hands. They followed each other's play ideas and instructions.

The children sang action songs to develop listening skills. Intentional teaching included matching opposites and alphabet word bingo games. Educators supported children to identify letters and sounds in this game for literacy development. Three of our families this month have utilised our service for casual days of care.



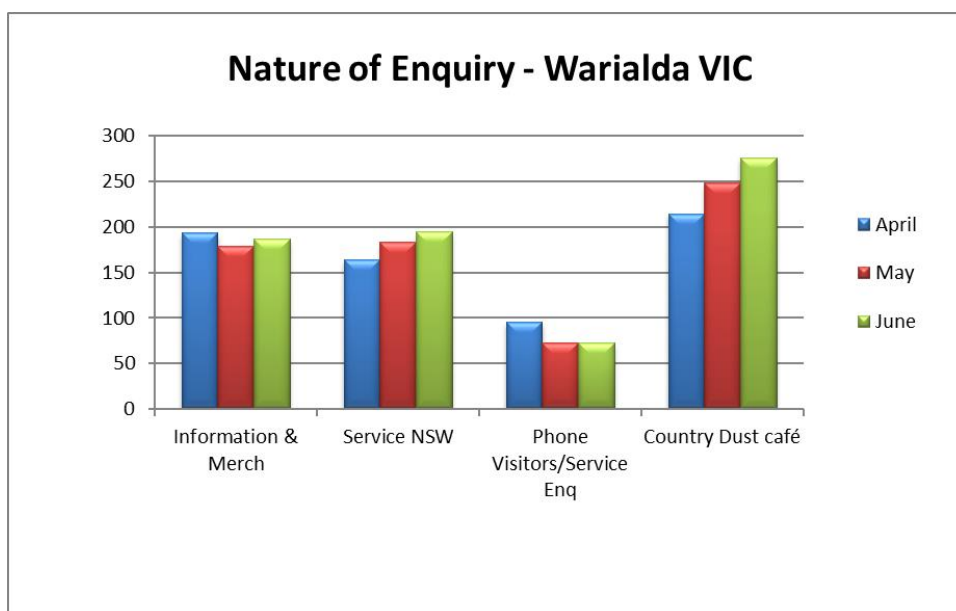
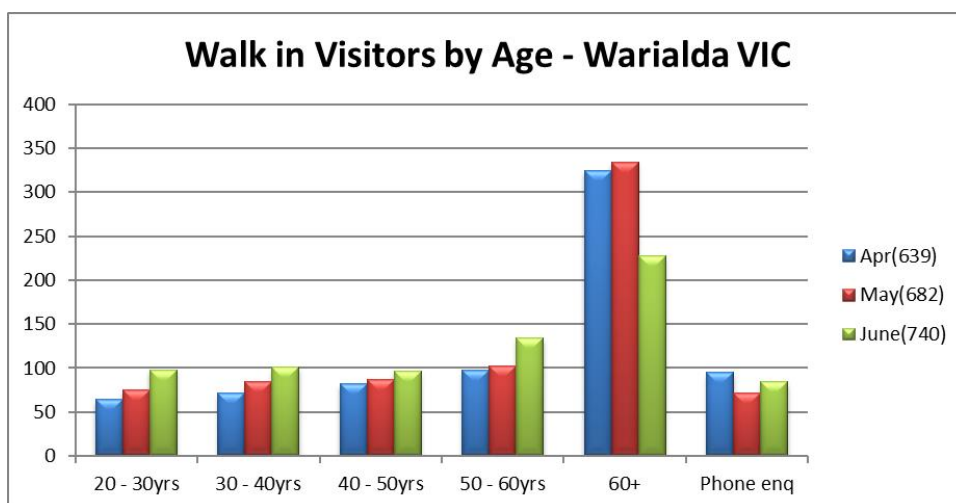
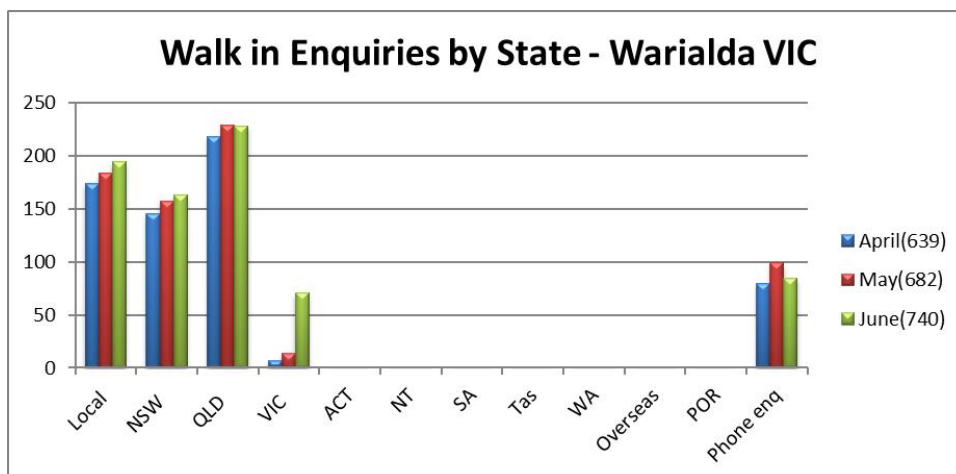
**TOURISM**

**Warialda Visitor Information Centre**

APRIL		MAY		JUNE	
Opening Hours	133	Opening Hours	147	Opening Hours	154
Volunteering Hours	15	Volunteering Hours	14	Volunteering Hours	16

Income	APRIL	MAY	JUNE
Centre Hire	0	0	0
Merchandise Sales GST Exclusive	\$1,103	\$1,233	\$1,620
<b>Subtotal</b>	<b>\$1,103</b>	<b>\$1,233</b>	<b>\$1,620</b>
<b>Total Monthly Income</b>	<b>\$1,103</b>	<b>\$1,233</b>	<b>\$1,620</b>

Visitors at Warialda VIC	APRIL	MAY	JUNE
Visitors	193	179	186
RMS	164	183	194
Café	214	248	276
Phone Visitor / Service NSW enquiries	68	72	84
<b>Total</b>	<b>613</b>	<b>682</b>	<b>740</b>



### Bingara Visitor Information Centre

APRIL		MAY		JUNE	
Opening Hours	155.5	Opening Hours	173	Opening Hours	173

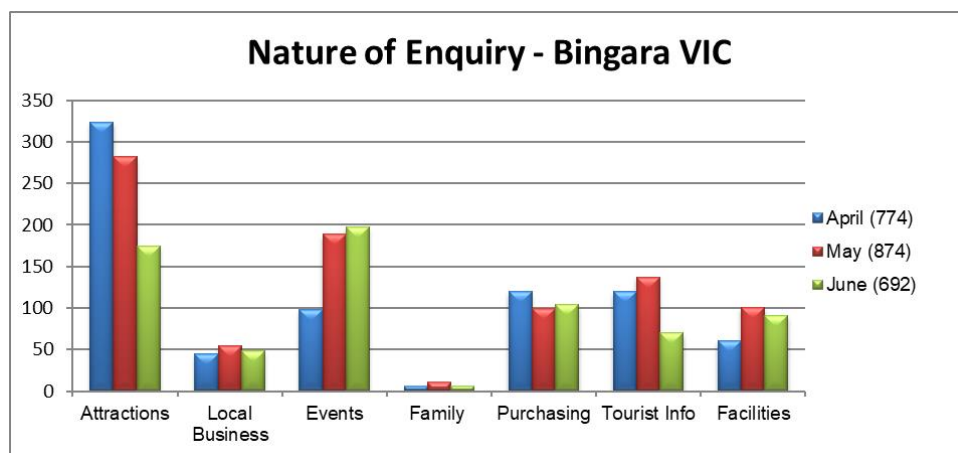
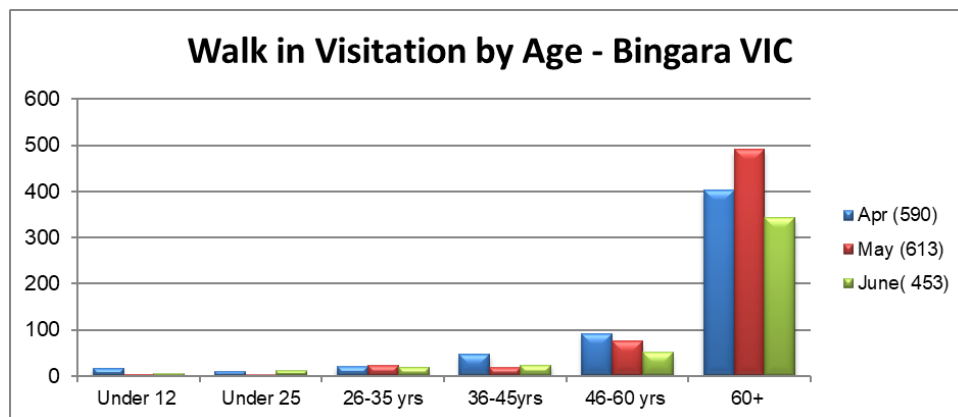
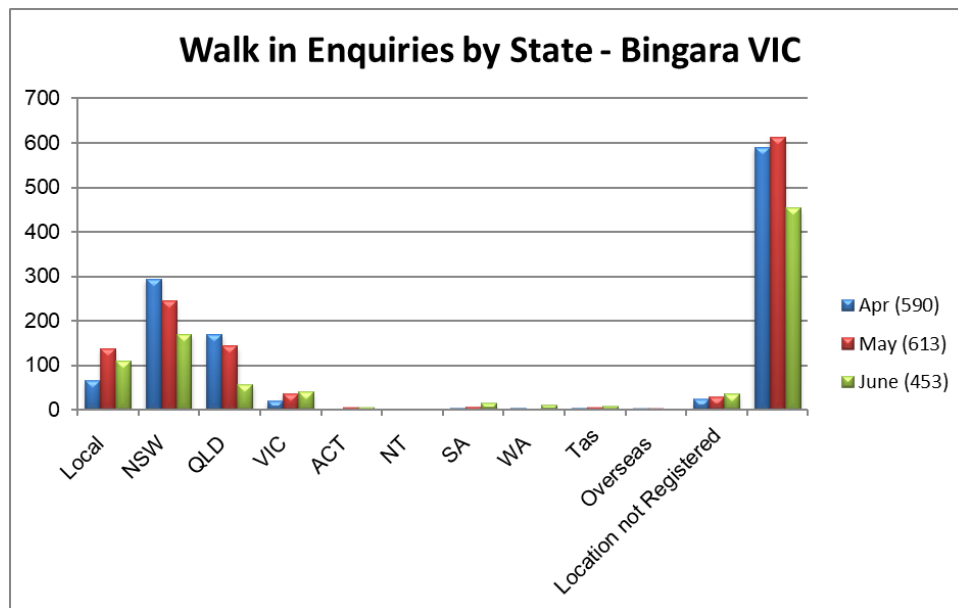
Volunteering Hours	32	Volunteering Hours	30	Volunteering Hours	27
--------------------	----	--------------------	----	--------------------	----

<b>Income</b>	<b>APRIL</b>	<b>MAY</b>	<b>JUNE</b>
Products on Consignment	\$15	\$47	\$0
Merchandise Sales GST Exclusive	\$2,160	\$1,148	\$1,263
<b>Subtotal</b>			
Less payments to consignees	\$10.50	\$32.90	\$0
<b>Total Merchandise Sales</b>	<b>\$2,164.50</b>	<b>\$1,162.10</b>	<b>\$1,263.00</b>
VIC Commission received on Event bookings undertaken on behalf of Community Groups – Subtotal			
<b>Total Monthly Income Bingara VIC</b>	<b>\$2164.50</b>	<b>\$1,160.10</b>	<b>\$1,263.00</b>
Roxy Tour Income GST Exclusive	<b>\$4.55</b>	<b>\$418.18</b>	<b>\$356.81</b>
<b>Visitors at Bingara VIC</b>	<b>590</b>	<b>613</b>	<b>453</b>

*\*Not shown in the Tourism income section of the table are the following amounts which the VIC undertake to collect, process on behalf and assisting of Community Groups (such as NWTC, Unleash the Black Dog Ball), Environmental Services and The Living Classroom etc.*

Comments

1. Tourism - Tourist remaining steady.
2. Roxy Tours - Also remaining steady.
3. Community Groups – Assistance – This month the Bingara Visitor Information Centre set up a ticket booking system for Unleash The Black Dog Black Tie Ball and between those online sales as well as over the counter tickets sales reached over \$5000.
4. Roxy Conference Room fees generated - NIL
5. Camping Donations - During June \$113.00 was processed by the VIC from the Riverbank Camping Donation Boxes.
6. The Living Classroom and Bunkhouse - With the Myall Creek Memorial Weekend, Orange Festival, Northern Slopes Landcare workshop and the Anaiwan Local Land Council hire, booking fees generated for the month were \$1955
7. Orange Festival Stall - Totalled \$1,600.00 in fees



**CONSULTATION**

Consultation has occurred within the Organisation and Community Development Directorate.

**POLICY IMPLICATIONS**

Policy implications are those relating to the 2022/2023 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 2022/2023 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 2022/2023 Operational Plan.

**OFFICER RECOMMENDATION**

**THAT the report be received.**

**ATTACHMENTS**

1. Monthly Action Progress Report July 2022 [8.3.1 - 24 pages]
2. CRM Report to Council August 2022 [8.3.2 - 1 page]
3. Mr Howard Rose Donation to erect plaque for Mary Rose 24 June 2022 [8.3.3 - 1 page]

**COUNCIL RESOLUTION:**

**THAT the report be received.**

**(Moved Cr Moore, Seconded Cr Smith)**

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**

## Monthly Action Progress Report July 2022


### Goal 1: A healthy and cohesive community

A liveable community has pride of place, ease of access, community harmony, a mobile and healthy population that participates in community life, a feeling of safety and security, a strong vibrant cultural base and places to relax, study and play.



#### 1.1: We have healthy and inviting spaces and places

We have access to a range of high-quality health care services. All residents are supported in living a healthy and active life through the opportunity to participate in recreation activities.





##### 1.1.1: Improve local access to health services

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.1.2	Support Gwydir Shire's health initiatives	Community Assets Manager	In Progress	0%		



##### 1.1.2: Encourage and enable healthy lifestyle choices









Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.2.1	Oversee the operation of Council's Aquatic Centres	Community Assets Manager	In Progress	0%		
1.1.2.2	Annual Swimming Pool Inspection Program	Building Services Manager	Not Updated	0%		













Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.2.3	Conduct Council's Category B Enforcement agency functions under the Food Act 2003 (NSW) by the specified due dates	Planning & Environment Manager	Completed	100%	All high-risk retail food businesses' inspections completed and invoiced	
1.1.2.4	Implement a strong Wellness and Enablement plan within the Gwydir Shire Council through the CHSP program	Aged Care Manager	In Progress	80%	Meeting with CHSP staff was cancelled due to COVID Outbreak at Naroo. Policies have started to be reviewed for CHSP through Centro assist	
1.1.2.6	Reedy Creek Footpath - Stage 1 - Construction of Bicycle/Walking Path - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Engineering Assets Coordinator	Completed	100%	Project has been completed.	
1.1.2.7	Warialda Memorial Swimming Pool Improvements - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Community Assets Manager	Not Updated	0%		

**1.1.3: Provide the right places, spaces and activities**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.2.5	Implement Council's library programs	Community Assets Manager	In Progress	0%		
1.1.3.1	Big River Dreaming - Wellness and Interpretive Centre	Building Services Manager	In Progress	10%	Contractor has commenced work on concrete slab with steelwork being ties, profiles erected and excavations commenced.	

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.3.2	Be a centre of leadership in child development, education, and care as well as support for families and community	Social Services Manager	Not Updated	0%		
1.1.3.3	Annual Tree Planting program	Town Utilities and Plant Manager	In Progress	0%		
1.1.3.4	Bingara Footpath Program - Local Roads and Community Infrastructure Program Phase 3 (LRCI) - Construction/replacement of non-compliant walking/cycle paths	Engineering Services Shire Engineer	In Progress	5%		
1.1.3.5	Bingara Skate Park project - 2021-2022 Open Spaces Program	Town Utilities and Plant Manager	In Progress	10%	Community - school consultation undertaken Detail Site survey complete Concept design complete	
1.1.3.6	Build our reputation as 'best choice' for families, children and young people to discover their abilities and reach their potential in life	Social Services Manager	Not Updated	0%		
1.1.3.7	Enhance the overall Resident experience at Naroo Frail Aged Hostel	Aged Care Manager	Not Updated	0%		
1.1.3.8	Hope Street Warialda CBD Park Construction - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Organisation & Community Services Director	Not Updated	0%		
1.1.3.9	Landscaping Improvements - Warialda Street Tree Upgrade - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Engineering Assets Coordinator	Not Started	0%	Investigation and design yet to commence.	


Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.3.10	Off Leash Dog Exercise Areas Bingara - Gravesend - Warialda - Local Roads and Community Infrastructure Program	Planning & Environment Manager	Not Updated	0%		
1.1.3.11	Progress Gwydir Shire Council Disability Action plan with committee.	Organisation & Community Services Director	In Progress	70%	Discussed at last meeting. Work will commence again on this document when through COVID outbreak	
1.1.3.12	Provide exceptional care, embracing authentic partnerships with families and ensuring the 'voice of the child' is central to our service processes.	Social Services Manager	Not Updated	0%		
1.1.3.13	Provide high levels of hygiene to councils community assets	Community Assets Manager	Not Updated	0%		
1.1.3.14	State Drought Stimulus Package - CBD Improvements - Warialda Footpath upgrades	Engineering Assets Coordinator	In Progress	90%	Some works yet to be completed.	
1.1.3.15	COVID-19 Economic Stimulus Package - Phase 1 - Batterham Lookout Makeover	Town Utilities and Plant Manager	In Progress	30%	No progress this month due to resourcing issue	
1.1.3.16	Stronger Country Communities Funding - Round 4 - Construction of Nicholson Oval amenities	Building Services Manager	Not Updated	0%		
1.1.3.17	Warialda Fitness Centre Amenities Improvements - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Finance Team Leader	In Progress	0%	The Warialda Fitness Centre bathrooms are in the design phase. I have reached out to Eddy design to complete the design for me. I will then use the design to and scope of works to put the project out to quote.	

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.1.3.18	Warialda Footpath Program - Local Roads and Community Infrastructure Program Phase 3 (LRCI) - Construction/replacement of non-compliant cycle/walking paths.	Engineering Services Shire Engineer	In Progress	5%		
1.1.3.19	Warialda Rail Amenities Building Construction - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Building Services Manager	Not Updated	0%		


### 1.2: Our community is an inviting and vibrant place to live

Our community is strong, safe and connected with equal access to the services and facilities that ensure a great quality of life for all ages. Community pride and a sense of belonging are fostered through having a caring and connected community, with suitable programs and activities for all ages and abilities. Our residents' lives are enriched through access to lifelong learning opportunities as well as activities and events that celebrate our culture and encourage participation.


#### 1.2.1: Enable accessible and affordable lifestyle options

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.2.1.1	Meet Council's property management obligations	GLR & Communications Team Leader	Not Updated	0%		

#### 1.2.2: A shared responsibility for community safety

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
	Comply with and report on Councils Companion Animal Management requirements	Planning & Environment Manager	Not Updated	0%		

1.2.3: Celebrate our creativity and cultural expression

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
1.2.3.1	Rollout out the planned schedule of events reviewing the concept, target audience and success of each event	Community Assets Manager	Not Updated	0%		








## Goal 2: Building the business base












A productive community provides people with positive choices for investment, employment and study. An innovative, diverse and resilient economy requires collaboration between local people and other levels of government to ensure that funding for infrastructure and economic development exists to support market strength and diversity.








### 2.1: Our economy is growing and supported

Our business community is prepared for future growth and challenges. We welcome new business development opportunities and work with private enterprise to establish strategic partnerships aligned to the creation of employment and industry in our community. Tourism is embraced by all facets of our community and Gwydir Shire Council is seen as a destination of choice for travellers.








#### 2.1.1: Plan for and develop the right assets and infrastructure

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.1.1	Annual Power and Telemetry upgrade program	Town Utilities and Plant Manager	In Progress	5%	Submitted request for quotations to suppliers	
2.1.1.2	Annual Water Meter replacement program	Town Utilities and Plant Manager	In Progress	0%		
2.1.1.3	Annual Pump replacement program	Town Utilities and Plant Manager	Not Started	0%		
2.1.1.4	Bingara Riverside Caravan Park Amenities Block Construction - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Community Assets Manager	Not Updated	0%		
2.1.1.5	Bingara Showground Amenities - Repairs and Maintenance Project	Building Services Manager	Not Updated	0%		
2.1.1.6	Building Services Repairs and Maintenance Program for 2022-2023	Building Services Manager	Not Updated	0%		
2.1.1.7	December 2020 Flood Disaster works program	Engineering Assets Coordinator	In Progress	90%	Works are currently underway in conjunction with other works in the area.	





Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.1.8	Fixing Local Roads Round 3 - Resheeting of Getta Getta Road from North Star Road to Inverell Shire	Engineering Services Shire Engineer	In Progress	5%		
2.1.1.9	Bingara Water Treatment Plant - Solar installation project	Town Utilities and Plant Manager	In Progress	20%	Solar has been ordered and Origin Energy to do site inspection 28/6/2022	
2.1.1.10	North Star Hall Improvements - Restumping - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Building Services Manager	Not Updated	0%		
2.1.1.11	Water main extension to Warialda Landfill	Town Utilities and Plant Manager	Deferred	0%	Deferred until 2023-24	
2.1.1.12	Stage 1 North Bingara sewer extension project	Town Utilities and Plant Manager	In Progress	5%	Tenders will be called in July 2022 for supply and construction	
2.1.1.13	Stage 2 North Bingara sewer extension project	Town Utilities and Plant Manager	Deferred	0%	Deferred to project commences	
2.1.1.14	November 2021 Flood Disaster works program	Engineering Assets Coordinator	In Progress	10%	Emergency works final claim and initial claim for repairs to be submitted in August 2022.	
2.1.1.15	Provide accommodation options to our community and visitors	Community Assets Manager	Not Updated	0%		
2.1.1.16	Annual Renewals Program - Sewer mains relining/replacement	Town Utilities and Plant Manager	Not Started	0%	Asset replacement budget item 2023-24	
2.1.1.17	Annual Heavy Plant Replacement Program	Town Utilities and Plant Manager	In Progress	0%		
2.1.1.18	Annual Light Plant Replacement Program	Town Utilities and Plant Manager	Not Started	0%		

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.1.19	Reedy Creek Access Road Construction - Stage 2 - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Engineering Assets Coordinator	In Progress	10%	Design and final estimate currently underway	
2.1.1.21	The Living Classroom - Emergency Accommodation and Tourism Opportunities - Black Summer Bushfire Recovery Grants Program	General Manager	Not Updated	0%		
2.1.1.22	The Living Classroom Bunkhouse - Deck expansion project	Building Services Manager	Not Updated	0%		
2.1.1.23	Town Streets - kerb replacement and pavement enhancement program	Engineering Services Shire Engineer	In Progress	5%		
2.1.1.24	Upper Horton Sports Club Camping Ground Amenities Block - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Building Services Manager	Not Updated	0%		
2.1.1.25	Warialda Emergency Accommodation and Respite Centre - Plunkett Street - Black Summer Bushfire Recovery Grants Program	Community Assets Manager	Not Updated	0%		
2.1.1.26	Warialda Works Depot project- Extend awning off lunchroom	Building Services Manager	Not Updated	0%		




Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.1.28	Fixing Local Roads Round 1 Funding - Transport for NSW - Sealing of Horton Road from Horton Village to MR133 Killarney Gap Road	Engineering Services Shire Engineer	In Progress	45%		
2.1.1.32	Heavy Vehicle Safety & Productivity Program Round 7 and Fixing Local Roads Program Sealing of IB Bore Road from North Star to Moree Plains Shire	Engineering Services Shire Engineer	In Progress	5%		
2.1.1.34	Develop 10-year stormwater plan	Engineering Services Shire Engineer	In Progress	40%		
2.1.1.36	Deliver RMCC annual works program	Works Coordinator	Not Started	0%		
2.1.1.37	Construct new disabled access footpaths	Engineering Assets Coordinator	Deferred	30%	RFQ still required for concrete works.	
2.1.1.38	March 2021 Flood disaster works program	Engineering Assets Coordinator	In Progress	30%	Works in progress with crews carrying out repair works on a priority basis.	
2.1.1.42	Federal Government - Roads of Strategic Importance Program - Sealing of 12.3km of County Boundary Road from end of existing seal to Croppa Moree Road.	Engineering Services Shire Engineer	In Progress	5%		

**2.1.2: Support the growth of our business community**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.2.1	Develop links and implement programs to improve the local economy	Community Assets Manager	Not Updated	0%		
2.1.2.3	Develop strategy for small scale industrial land development.	General Manager	In Progress	70%	Solar farm about to be developed in Warialda	
2.1.2.4	Support the development of Chambers of Commerce; B2B networks and collaborations; and develop relationships between Council and local businesses	General Manager	Completed	100%	A positive relationship has been established.	
DP	Establish a strong business and commercial culture identifying opportunities to increase Gwydir Shire's competitiveness and support the development of innovation and entrepreneurship.	General Manager	Not Updated	0%		


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

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.3.1	Build on key relationships with stakeholders to enhance the Gwydir Shire tourism profile	Organisation & Community Services Director	Not Updated	0%		

**2.2: We are skilled and have access to excellent educational opportunities**

Our lives are enriched through access to quality education which enables the development of a skilled workforce and the uptake of local job opportunities.

**2.2.2: Build on our quality education and training opportunities (including through the GLR)**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.2.2.1	Implement and manage the Gwydir Learning Region program	Community Assets Manager	Not Updated	0%		




### Goal 3: An environmentally responsible Shire

A sustainable community is characterised by our appreciation of natural surroundings and biodiversity. This is supported by responsible planning and management practices and the lifestyle actions we agree to, to reduce our impact on the natural environment and to conserve valuable resources.


#### 3.1: Our community understands and embraces environmental change

We respect and value our natural environment, understand the effects of our actions and make wise decisions to retain balance. We endeavour to use all our natural resources wisely with a view to minimising the impact on our natural environment.



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

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
3.1.1.1	Implement Development Control Plan based on the Department of Planning NSW standard format including report to Council and Community Consultation	Planning Officer	Deferred	0%	Still awaiting Department of Plannings Standard Template for Development Control Plans.	
3.1.1.2	Local Environment Plan review to be completed and implemented	Planning Officer	In Progress	0%		
3.1.1.3	Conduct Gwydir Housing Study	Planning & Environment Manager	Not Updated	0%		

##### 3.1.2: Respond to our changing environment

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
3.1.2.1	Annual Telemetry & Technology upgrades	Town Utilities and Plant Manager	In Progress	5%	Request for quotations has been submitted to suppliers	


**3.1.3: Value, protect and enhance our natural environment**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
3.1.3.1	North West Weed Action Program -Gwydir Shire	Planning & Environment Manager	In Progress	0%	Work being undertaken and data being compiled	
3.1.3.2	Gwydir River Foreshore - Management Action Plan	Planning & Environment Manager	In Progress	0%	Individual Actions listed separately	




**3.2: We use & manage our natural resources wisely**

We take responsibility for the management and consumption of our valuable resources and recognise the impact that our actions have both today and on future generations.


**3.2.1: Develop a clean energy future**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
3.2.1.1	Street lighting coverage across the local networks throughout the shire	Planning & Environment Manager	Not Updated	0%		


**3.2.2: Use our water wisely**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
3.2.2.1	Annual Water Main replacement program	Town Utilities and Plant Manager	In Progress	5%	Preliminary planning is underway	
3.2.2.2	Gravesend Recreation Ground Irrigation System - LRCI Phase 3 Project	Town Utilities and Plant Manager	In Progress	5%	Preliminary discussion regarding requirements has been undertaken	
3.2.2.3	Water treatment plant improvements	Town Utilities and Plant Manager	In Progress	30%	Upgrades to the dosing pump supply lines undertaken in July 2022	

**3.2.3: Reduce, reuse and recover waste**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
3.2.3.1	Implement Gwydir Shire Council's Waste Management Strategy	Planning & Environment Manager	In Progress	90%		

**3.2.4: Identify and make best use of our resource land**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
2.1.2.2	Ensure that there is suitable residential land and premises available to facilitate growth	General Manager	Completed	100%	The adopted course of action is now being implemented	


**Goal 4: Proactive regional and local leadership**

A collaborative community is informed, has responsible decision making and a sound financial position supported by capable leaders, functional assets and efficient operations to meet the changing needs of the community.



**4.1: We are an engaged & connected community**

Our thoughts and ideas are valued; we are empowered with the knowledge and have the opportunity to participate. The Council provides the community with timely information about local issues and includes opportunities for the community to participate in initiatives. Community consultation continues throughout the period of the Community Strategic Plan to ensure that residents are engaged and connected.






**4.1.1: Encourage an informed community**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
4.1.1.1	Provide effective communication initiatives to service the community	Community Assets Manager	Not Updated	0%		

**4.1.2: Enable broad, rich and meaningful engagement to occur**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
4.1.2.1	A review of the effectiveness of communication channels used throughout Gwydir Shire to the wider community. And improvements on how Gwydir Shire communicate events and happening within our Community	Media and Communications Team Leader	In Progress	90%	Following the review it was identified that Council needed a better way to promote events and happenings in the Shire. With that in mind a new events management system has been implemented where community groups can input their events into the events calendar on the Gwydir Website. This was launch 1 June 2022. We will also be investigating a two page weekly flyer with all the events and vital local information in addition to the monthly Gwydir News. We are currently recruiting for a new Gwydir News editor so once this is finalised we will investigate this new tool.	
4.1.2.1	Consistently engage with communities, moving from transactional to transformational relationships	Integrated Planning Reporting & Governance Officer	Not Updated	0%		

**4.1.3: Build on our sense of community**


Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
4.1.3.1	Achieve positive connections with organisations central to child development, social inclusion, health and education.	Social Services Manager	Not Updated	0%		
4.1.3.2	Grow relationships with governments, the corporate sector, community organisations and volunteers to enhance the educational experience	Social Services Manager	Not Updated	0%		
4.1.3.3	Value and embrace the knowledge and experiences of our families as they grow through our services.	Social Services Manager	Not Updated	0%		
4.1.3.4	Enhance the value of hope, achievement and aspiration for our young people, children and their families.	Social Services Manager	Not Updated	0%		
DP	Collaborate and work together with all stakeholders to build connections, understanding and confidence to foster strong, resilient and connected communities.	Organisation & Community Services Director	Not Updated	0%		






**4.2: We work together to achieve our goals**


We respect our community leaders who listen to and act on our behalf, and value our community's knowledge, experience and ideas which help us implement our vision for the future together.

**4.2.1: Build strong relationships and shared responsibilities**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
4.2.1.1	Manage programs and initiatives to connect with, and value other cultures	Community Assets Manager	In Progress	0%		

**4.2.2: Work in partnership to plan for the future**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
4.2.2.1	Acquire, disseminate and apply new knowledge to grow evidence informed practice.	Social Services Manager	Not Updated	0%		
4.2.2.2	Create comprehensive and collaborative models of care and support services that drive successful, responsive and individualised outcomes for families.	Social Services Manager	Not Updated	0%		
4.2.2.3	Implement emerging technologies and best processes to improve efficiency.	Social Services Manager	Not Updated	0%		

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
DP	Use Councils strategic planning and reporting framework to set priorities, focus energy and resources, strengthen operations, ensure that employees and other stakeholders are working toward common goals, establish agreement around intended outcomes/results, and assess and adjust the organization's direction in response to a changing environment	Integrated Planning Reporting & Governance Officer	Not Updated	0%		







### Goal 5: Organisational management


The main objective of organisational management is to ensure maximum outputs within minimum resources and effort. Effective organisational management ensures smooth and coordinated functioning of the Council bringing additional benefit to the community, staff and Councillors.

#### 5.1: Corporate management





Good corporate management is about having the right processes for making and implementing strategic decisions.



##### 5.1.1: Financial management and accountability systems

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.1.1	Complete all legislative reporting requirements for Community Home Support Program (CHSP)	Aged Care Manager	Completed	0%	Financial report completed and sent to Department	
5.1.1.2	Complete all legislative reporting requirements for NSW Transport (CHSP)	Aged Care Manager	Not Updated	0%		
5.1.1.3	Complete all Naroo Aged Care Prudential reporting and Quality Indicator reporting within the set timeframes	Aged Care Manager	Not Updated	0%		
5.1.1.4	Complete the works for the Aged Care Approvals Round grant monies as per the grant agreement	Aged Care Manager	Not Updated	0%		
5.1.1.5	Implement the Business Improvement Fund grant monies as per the Activity Work plan and Indicative Activity Budget	Aged Care Manager	Not Updated	0%		
5.1.1.13	Develop contract management documentation templates	Chief Financial Officer	In Progress	30%		




Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.1.14	Review policies and procedures associated with contracts and procurement in line with LG Procurement regulations, including staff training.	Chief Financial Officer	In Progress	30%		

**5.1.2: Information management systems**






Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.2.1	Administer and support Council corporate applications, networks and systems.	Business Improvement & IT Coordinator	In Progress	10%	Systems have been running as required and there have been no reported outages. The new servers were installed last month and the cut over to a single site system is in progress. The aim is to have the Warialda system on stand-by for disaster recovery purposes. There has been a review on the Authority permissions and privileged users that is a requirement for auditors. This is completed every 6 months. We are also completing an assets review of IT systems to ensure our registers are up to date.	
5.1.2.2	Review & Audit of locality boundaries	GIS Officer	In Progress	0%	Data was sent to IT Manager 13 March 2020.  Data was sent to Engineering Manager 02 March 2022  Data has been sent to IT Manager 25 July 2022	
5.1.2.3	IT capital replacement program.	Business Improvement & IT Coordinator	In Progress	20%	There are pending orders, awaiting suppliers, for the renewal of our computer fleet. It is estimated to arrive in early August. That will be the majority of the replacements complete.	
5.1.2.4	Further the digitisation efforts of Council's records management to ensure the integrity of information for the future.	Business Improvement & IT Coordinator	In Progress	10%	Finance assessment files are going to be sent away for digitisation by the end of the year. Records are getting a register and labelling these for when they are ready for transportation.	

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.2.5	Manage Council's corporate Records and Archive Facilities and Record Management Framework in accordance with legislative requirements.	Business Improvement & IT Coordinator	In Progress	10%	Records are continuing to ensure that correspondence and items are captured appropriately. The records management system is hopefully going to be upgraded in the near future (pending stability and testing). This will ensure the server it resides on is current and will continue to get patching. The ultimate goal is for it to be accessible without being on our network. This will require further investigation to ensure the system will continue to be secure.	
5.1.2.6	Software Renewal Program - 22/23 Financial Year	Business Improvement & IT Coordinator	Not Updated	28%	Software renewals have been on budget so far, with no surprises. Nearly a quarter of software renewals for the year were completed this month.	


**5.1.3: Administrative and support functions**




Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.3.1	Assess and implement solutions that increase efficiencies and quality, whilst reducing costs, to improve processes and systems within Council.	Business Improvement & IT Coordinator	In Progress	5%	With the new IP&R requirements stating that Council is to complete specified service reviews with each op plan, a service review policy and framework are being put together to map the process for a service review. This will be the starting basis for all things Business Improvement. When this is complete, there will be a defined list of "services" within Council. At this stage it is in an early draft, with the aim to complete it by the end of the calendar year.	
5.1.3.2	Develop and maintain Councils Integrated Planning and Reporting requirements	Integrated Planning Reporting & Governance Officer	Not Updated	0%		
5.1.3.3	Manage and support Councils Town utilities and depot operations	Town Utilities and Plant Manager	In Progress	5%	Standard operation and maintenance activities	

**5.1.4: Workforce planning**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.4.1	Build a culture that empowers staff to learn, teach, lead and succeed	Social Services Manager	Not Updated	0%		
5.1.4.2	Implement and report on the actions included in the 2022-2026 Workforce Plan	Organisation & Community Services Director	In Progress	0%		
5.1.4.3	Development of Human Resources Development processes to manage change and meet individual and organisational needs	Organisation & Community Services Director	Not Updated	0%		
5.1.4.4	Provide and support Naroo Aged care staff with necessary training and education	Aged Care Manager	Not Updated	0%		
5.1.4.5	Undertake Workforce Planning to ensure that there is an appropriately skilled workforce to meet future challenges and opportunities.	Organisational Development Administrator Assistant	In Progress	5%		

**5.1.5: Provide responsible internal governance**

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.5.1	Embed Workplace Health & Safety into business-as-usual practice throughout the organisation	Risk & Safety Coordinator	Not Updated	0%		

Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Traffic Lights
5.1.5.2	Emergency Planning - implement evacuation plans and emergency manuals for 8 sites	Risk & Safety Coordinator	In Progress	20%		
5.1.5.6	Embed the recommendations from the Royal Commission into Aged Care in both CHSP and Naroo Frail Aged Care Hostel	Aged Care Manager	In Progress	50%		
LCR	Meet all of Councils Legislative Compliance & Reporting requirements as set by the Office of Local Government (OLG)	Integrated Planning Reporting & Governance Officer	Not Updated	0%		

**CUSTOMER SERVICE REQUESTS (CRMs)**

CRMs carried forward from:

Department	Outstanding as at 1 July 2022	Completed since 1 July 2022	Outstanding as at 1 August 2022
Technical Services	5	3	2
Environment and Sustainability	13	7	6
Town Utilities Parks and Gardens	10	8	2
Building Services	12	7	5
<b>Total Outstanding</b>	<b>40</b>	<b>25</b>	<b>15</b>

CRM's - 1 July 2022 to 1 August 2022:

Department	Received during July 2022	Completed during July 2022	Outstanding as at 1 August 2022
Technical Services	35	29	6
Environment and Sustainability	16	4	12
Town Utilities Parks and Gardens	12	8	4
Building Services	6	3	3
Executive	0	0	0
Organisation and Community Services	2	2	0
<b>Totals</b>	<b>71</b>	<b>46</b>	<b>25</b>

CRMs received since 1 July 2022 and still outstanding as at 1 August 2022:

Department	Open
Technical Services	8
Environment and Sustainability	18
Town Utilities Parks and Gardens	6
Building Services	8
Executive	0
Organisation and Community Services	0
<b>Total</b>	<b>40</b>



**Permission and Support for Erection of Plaque – Bingara Pool Precinct**

A Council Officer met with Mr Howard Rose on Friday 24 June 2022 at his place of residence in response to a request from Mr Rose for permission to erect a plaque on a tree in a public area.

Mr Rose requests permission to erect a plaque at the base of, or attached to, the big Oak tree that resides at the Bingara Memorial Swimming Pool Precinct. Mr Rose has undertaken research and he believes that his ancestor Mrs Mary Rose planted this tree around 1850. Mr Rose provided documentation in support of his research however the Council Officer was unable identify any evidence in support of Mr Rose's claim.

Mr Rose is not requesting a ceremony or other event; he is requesting permission and financial support in obtaining a plaque to install at the site. It is estimated that the cost of the plaque would be under \$100.00.

**Recommendation**

That Council deny the request for permission and financial support for the installation of a plaque on the Oak Tree in the Bingara Swimming Pool Precinct because the claim that Mrs Mary Rose planted the tree cannot be verified as accurate.

## 8.4 Review of the current Staff Delegations

**File Reference:** NA

### Delivery Program

**Goal:** 5. Organisational management

**Outcome:** 5.1 Corporate management

**Strategy:** 5.1.5 Provision of responsible internal governance

**Author:** General Manager

**STAFF DISCLOSURE OF INTEREST** Nil

### IN BRIEF/SUMMARY RECOMMENDATION

This report recommends confirmation of the existing delegation structure.

**TABLED ITEMS** Nil

### BACKGROUND

The Council determines the level and extent of delegation that is exercised by the staff and other groups such as the Management Committees that control some of the Council's facilities.

It would be difficult to envision an organisation such as Gwydir, which is quite complex in the range of services it offers, without some degree of delegation.

The position of General Manager has a certain degree of legislated functions and unless the Local Government Act is amended these functions cannot be curtailed:

#### *Functions of general manager – Section 335 Local Government Act (Act)*

*The general manager of a council has the following functions--*

- (a) to conduct the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council,*
- (b) to implement, without undue delay, lawful decisions of the council,*
- (c) to advise the mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the council,*
- (d) to advise the mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the council and other matters related to the council,*
- (e) to prepare, in consultation with the mayor and the governing body, the council's community strategic plan, community engagement strategy,*

*resourcing strategy, delivery program, operational plan and annual report,*

- (f) to ensure that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions,*
- (g) to exercise any of the functions of the council that are delegated by the council to the general manager,*
- (h) to appoint staff in accordance with the organisation structure determined under this Chapter and the resources approved by the council,*
- (i) to direct and dismiss staff,*
- (j) to implement the council's workforce management strategy,*
- (k) any other functions that are conferred or imposed on the general manager by or under this or any other Act.*

This report addresses the delegations extended under Section 335 (g) of the Act.

These functions are performed as a component of the relationship that exists between the organisational arm of the Council and the elected arm. The aim should be to arrive at the ideal mix that results in a maximisation of the organisations efficiency and effectiveness.

The respective roles of the Mayor and elected Councillors are also defined in the Act:

*The role of the mayor is as follows (Section 226)--*

- (a) to be the leader of the council and a leader in the local community,*
- (b) to advance community cohesion and promote civic awareness,*
- (c) to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities,*
- (d) to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council,*
- (e) to preside at meetings of the council,*
- (f) to ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act,*
- (g) to ensure the timely development and adoption of the strategic plans, programs and policies of the council,*

- (h) *to promote the effective and consistent implementation of the strategic plans, programs and policies of the council,*
- (i) *to promote partnerships between the council and key stakeholders,*
- (j) *to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the council,*
- (k) *in conjunction with the general manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community,*
- (l) *to carry out the civic and ceremonial functions of the mayoral office,*
- (m) *to represent the council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level,*
- (n) *in consultation with the councillors, to lead performance appraisals of the general manager,*
- (o) *to exercise any other functions of the council that the council determines.*

*The role of a councillor (Section 232):*

- (1) *The role of a councillor is as follows--*
  - (a) *to be an active and contributing member of the governing body,*
  - (b) *to make considered and well informed decisions as a member of the governing body,*
  - (c) *to participate in the development of the integrated planning and reporting framework,*
  - (d) *to represent the collective interests of residents, ratepayers and the local community,*
  - (e) *to facilitate communication between the local community and the governing body,*
  - (f) *to uphold and represent accurately the policies and decisions of the governing body,*
  - (g) *to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor.*
- (2) *A councillor is accountable to the local community for the performance of the council.*

These respective roles are designed to develop the accountability mechanisms required to ensure a high degree of probity in the way things work. Indeed, the system works very effectively when each component exercises their respective role with integrity and enthusiasm.

Underpinning the system is the policy regime that the Council operates within.

Gwydir has an extensive policy structure, and these policies form the basis for most of the decisions exercised by the staff. These policies are currently being reviewed for future presentation to Council for its consideration.

The specific delegations to staff (see attached list), from the General Manager, are designed to remove any unreasonable impediment to the employee being able to efficiently and effectively carry out their respective functions.

The delegations cascade down through the organisation and each individual delegation reflects in large part the ability level of the employee to carry out the specific delegated tasks and/or decision-making responsibility that they must exercise.

The use of delegations is recorded in a great number of ways through, for example, determination of application registers, cheque voucher books, etc.

The Council does not have the power to extend any delegations beyond the General Manager. The extension of delegations to staff other than the General Manager is at the prerogative of the General Manager. From a management point of view this is quite sound because the Council holds the General Manager responsible for the overall performance of the organisation. Any bypassing of the General Manager dilutes the ability to clearly hold that position accountable.

## **COMMENT**

The current delegation to the position of General Manager, outlined below, is designed to be a general enabling delegation with specific exclusions detailed in the schedule.

This is certainly my preferred model as it quite clearly details the limit to the extent of the delegations.

The current delegation has been in place since the formation of Gwydir Shire Council in 2004. It was last reviewed following the 2016 election.

THAT Gwydir Shire Council by motion adopted this day, delegates to the General Manager, any and all of its powers and duties in accordance with Section 377 of the Local Government Act 1993, as amended, and all other associated legislation, that it is by law authorised or permitted to delegate save and except those powers and duties set out in Schedule 1 or that Gwydir Shire Council shall by motion from time to time passed by Council exclude from this general delegation or until this general delegation is revoked by Council motion.

## SCHEDULE 1

The following items are explicitly excluded from the delegation by legislation or resolution of Council;

## Legislated Restrictions [subject to Section 377 (1A)]

- (a) the appointment of a general manager,
- (b) the making of a rate,
- (c) a determination under section 549 as to the levying of a rate,
- (d) the making of a charge,
- (e) the fixing of a fee,
- (f) the borrowing of money,
- (g) the voting of money for expenditure on its works, services or operations,
- (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
- (i) the acceptance of tenders to provide services currently provided by members of staff of the council,
- (j) the adoption of an operational plan under section 405,
- (k) the adoption of a financial statement included in an annual financial report,
- (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
- (m) the fixing of an amount or rate for the carrying out by the council of work on private land,
- (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,
- (o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the Environmental Planning and Assessment Act 1979 ,
- (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,

- (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
- (r) a decision under section 234 to grant leave of absence to the Ordinary holder of a civic office,
- (s) the making of an application, or the giving of a notice, to the Governor or Minister,
- (t) this power of delegation,
- (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.

Past Council Resolutions

- to amend the agreed merger conditions adopted by Yallaroi and Bingara Shire Councils mutually adopted during the merger discussion stage.
- to vary any expenditure or income estimate without consequently advising the elected Council and seeking its agreement.
- to determine any development application that has substantial local opposition
- any function delegated to the Council by the Director-General of Local Government where the instrument of delegation does not allow the Council to delegate the function.

**OFFICER RECOMMENDATION**

**THAT the current delegations to the General Manager are confirmed**

**ATTACHMENTS**

1. Delegations (1) [8.4.1 - 24 pages]

**COUNCIL RESOLUTION:**

**THAT the current delegations to the General Manager are confirmed**

**(Moved Cr Dixon OAM, Seconded Cr Matthews)**

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**





Category	Name/Description	Positions
General	Advertising Signs To demolish or remove unauthorised advertisements or advertising under the Environmental Planning and Assessment (Amendment) Act, 1997 and section 124 of the Local Government Act, 1993.	Works Supervisor Bingara Building Services Manager Compliance Officer Compliance Officer - Ranger Planning & Environment Manager Planning Officer Town Services Supervisor Works Coordinator Works Supervisor - Warialda - North
General	Alcohol Consumption - Prohibition To authorise and enforce the prohibition of alcohol consumption and possession of alcohol in parks, reserves and other public land in the Gwydir local government area which are under Council's care, control and management, where the need arises.	Planning & Environment Manager Compliance Officer - Ranger Compliance Officer Building Services Manager
General	Alcohol Licences To determine applications referred to Council for Spirit Merchants, Licences or variations to trading hours of Spirit Merchants providing the licensed premises complies with the relevant Environmental Planning instrument, and with the conditions of any consent granted for the premises noting that Council as a matter of policy not raise objection to the licence or to the variation of trading hours.	Engineering Services Shire Engineer Organisation & Community Services Director Planning Officer
Governance	Annual Report To prepare an Annual Report in accordance with the provisions of Part 4 of Chapter 13 of the Local Government Act, 1993	Organisation & Community Services Director Community Assets Manager
Governance	Annual Report - SOE To prepare an Annual Report as to the State of the Environment in accordance with Section 428 (2) (c) of the Local Government Act, 1993 as amended.	Planning & Environment Manager
General	Approvals - General The granting of an approval or approval subject to conditions or the refusal to carry out an activity under section 68 of the Local Government Act, 1993.	Planning & Environment Manager Organisation & Community Services Director Planning Officer Building Services Manager
General	Authorisation of Action 1. To authorise action to be taken by the responsible officer of Council to comply with any policy or code of the Council or any provision of the Local Government Act, 1993, the regulations thereunder or any other law, statutory or otherwise, rule or regulation, affecting his or her area of responsibility on behalf of the Council.  2. To carry on the regular services and operations affecting his or her area of responsibility on behalf of the Council within the sums voted by the Council for expenditure thereon and in accordance with any resolution of the Council.	Building Services Manager Chief Financial Officer Compliance Officer Compliance Officer - Ranger Engineering Services Shire Engineer Planning Officer Social Services Manager Weeds Officer Organisation & Community Services Director Planning & Environment Manager Business Improvement & IT Coordinator
General	Authorised, Designated or Prescribed Persons To appoint any employee or other person under the delegate's control as an "authorised, designated or prescribed person or officer" for the purposes of any Act or regulation subject to such qualifications as may be required of the individual to be authorised; within the area of responsibility of the delegate.	Organisation & Community Services Director
Development	Building Classifications To classify or change the classification of buildings and prepare and issue statements of classification.	Planning Officer Building Services Manager
Development	Building Certification To determine applications for, and issue, Building Certificates.	Building Services Manager

Governance	<p>Business Papers To determine whether matters are to be included in the business papers of the Council or its Committees subject always to the inclusion of the following items when they arise, namely;</p> <ol style="list-style-type: none"> <li>1. reports on matters which cannot be determined under delegated authority;</li> <li>2. reports required to be submitted under any Act or regulation;</li> <li>3. matters requiring a determination of Policy;</li> <li>4. reports directed by the Council or the responsible Committee to be submitted;</li> <li>5. matters essential for the Council's or Committee's information;</li> <li>6. matters requiring voting of funds.</li> <li>7. Give notice to the public of the times and places of Council meetings and meeting of Council Committees of which all members are Councillors.</li> </ol>	<p>Senior Administration Assistant Utilities Organisation &amp; Community Services Director Executive Assistant</p>
Environmental	<p>10.7 Certificates - EPA (a) To sign certificates under section 10.7 of the Environmental Planning and Assessment Act, 1979, as amended. (b) To attach appropriate notations to 10.7 Certificates.</p>	<p>Organisation &amp; Community Services Director Planning Officer Chief Financial Officer Administration Assistant</p>
Environmental	<p>10.8 Certificates - EPA To sign Section 10.8 Certificates under EPA Act, 1979, as amended (evidence) in relation to extracts from the LEP.</p>	<p>Administration Assistant Chief Financial Officer Planning Officer Organisation &amp; Community Services Director</p>
General	<p>Certificates - 603 LGA To sign section 603 certificates under the Local Government Act 1993.</p>	<p>Planning Officer Chief Financial Officer Elected Members Support Officer Integrated Planning Reporting &amp; Governance Officer</p>
General	<p>Certificates - 54 LGA To sign and issue Certificates of Classification for public land under section 54 of the Local Government Act, 1993.</p>	<p>Organisation &amp; Community Services Director</p>
General	<p>Certificates - Occupation To issue Occupation Certificates</p>	<p>Organisation &amp; Community Services Director Building Services Manager</p>
Development	<p>Subdivision To execute council 'linen plans', section 88B Instruments and issue 88G Certificates, (Conveyancing Act) on behalf of the Council.</p>	<p>Engineering Services Shire Engineer Organisation &amp; Community Services Director Planning Officer</p>
Governance	<p>Code of Conduct Prepare and update as required a code of conduct for submission to Council in accordance with the requirements of chapter 14 part 1 of the Act and any regulations thereto.</p>	<p>Community Assets Manager</p>

General	<p>Conferences and Seminars</p> <p>To RECOMMEND ONLY to the Deputy General Manager, the attendance of staff within his or her area of responsibility at conferences and seminars provided initially that the cost is within the sums voted by the Council for expenditure thereon.</p>	<p>Aged Care Manager                      Engineering Services Shire Engineer                      Chief Financial Officer                      Planning Officer                      Social Services Manager                      Planning &amp; Environment Manager                      Business Improvement &amp; IT Coordinator</p>
Legal	<p>Crown Land</p> <p>To serve notices and erect and display regulatory notices in accordance with provisions of section 156 of the Crown Lands Act 1989.</p>	<p>Planning &amp; Environment Manager                      Organisation &amp; Community Services Director                      Compliance Officer - Ranger                      Compliance Officer</p>
Development	<p>Development Applications</p> <p>To determine either refuse or approve development applications and part V assessments under the Environmental Planning and Assessment Act, 1997 and the Local Government Act 1993 not being applications by Council staff, Councillors or on Council's property (except Part V assessments) where there is no substantial objection to the proposal from the surrounding area and the proposal is not contrary to the objective of a policy; not of Regional or Local significance, complexity or inimical to the public interest subject to: - adequate notification being given to property owners and others in accordance with the Council's requirements and Policies relating to consultation. - adequate consideration being given to submissions in relation to applications for consent. - notice of the determination of the application being given to any objectors.</p>	<p>Organisation &amp; Community Services Director                      Planning Officer</p>
Development	<p>Development Applications</p> <p>To determine applications relating to sites that have been previously reported to Council, where the application does not substantially alter Council's decision or relate to the issue previously determined by Council.</p>	<p>Organisation &amp; Community Services Director</p>
Development	<p>Development Applications</p> <p>To determine all modification, amendment, renewal, review and extension of approval applications within the terms of the Environmental Planning &amp; Assessment Act, 1997 and the Local Government Act 1993.</p>	<p>Organisation &amp; Community Services Director                      Planning Officer                      Building Services Manager</p>
Environmental	<p>Part V (EPA) Assessments</p> <p>Part V (see Section 112) assessments of activities reviewed on the appropriate form not being of a prescribed kind or likely to significantly affect the environment.</p>	<p>Engineering Services Shire Engineer                      Organisation &amp; Community Services Director</p>
Legal	<p>Dog Control</p> <p>Implement the primary functions of registration, impounding and control of dogs and all other ancillary functions pursuant to the Companion Animals Act, 1998.</p>	<p>Planning &amp; Environment Manager                      Compliance Officer                      Compliance Officer - Ranger</p>
General	<p>Emergency Situations</p> <p>1. To make available Council's plant equipment and personnel, in emergency situations, in response to any lawful direction given under the State Emergency and Rescue Management Act, 1989, or in response to any reasonable request made under any emergency situation.</p> <p>2. To take any other action pursuant to the State Emergency and Rescue Management Act, 1989.</p> <p>3. To approve any work which, in the Delegate's opinion, is urgent and in the public interest at a total cost not exceeding \$20,001.</p>	<p>Engineering Services Shire Engineer                      Building Services Manager                      Works Supervisor Bingara                      Planning &amp; Environment Manager                      Organisation &amp; Community Services Director                      Works Coordinator                      Works Supervisor - Warialda - North</p>

Development	<p>Development Applications</p> <p>To give notice of determination of development applications and to give notice of proposed modification of an approval.</p>	<p>Planning Officer</p> <p>Organisation &amp; Community Services</p> <p>Director</p> <p>Administration Assistant</p>
General	<p>Entry and Inspection</p> <p>Subject to the exclusion of any delegation to authorise the use of force pursuant to section 194 of the Local Government Act, 1993, to enter upon any land or building at all reasonable hours and to make any inspections of premises</p>	<p>Planning &amp; Environment Manager</p> <p>Planning Officer</p> <p>Town Services Supervisor</p> <p>Works Supervisor - Warialda - North</p> <p>Weeds Officer</p> <p>Town Utilities and Plant Manager</p> <p>Works Supervisor Bingara</p> <p>Building Services Manager</p> <p>Engineering Services Shire Engineer</p> <p>Compliance Officer - Ranger</p> <p>Compliance Officer</p>
General	<p>Entry and Inspection</p> <p>To authorise any member of staff or any other person to enter upon any land or building at all reasonable hours and to make any inspections of premises, matter or thing, in accordance with the provisions of Part 2 of Chapter 8 of the Local Government Act,</p>	<p>Engineering Services Shire Engineer</p> <p>Chief Financial Officer</p> <p>Town Utilities and Plant Manager</p> <p>Planning Officer</p> <p>Planning &amp; Environment Manager</p> <p>Organisation &amp; Community Services</p> <p>Director</p>
Environmental	<p>Environmental Control</p> <p>Implement the functions of the following:</p> <ol style="list-style-type: none"> <li>1. prevention of the emission of pollutants to the atmosphere pursuant to the Protection of the Environment Operations Act, 1997 and all other ancillary functions.</li> <li>2. preventing the emission of pollutants to the stormwater system and rivers pursuant to the Protection of the Environment Operations Act, 1997 and all other ancillary functions.</li> <li>3. prevention of offensive noise pursuant to the Protection of the Environment Operations Act, 1997 and all other ancillary functions.</li> <li>4. enforcement of the Protection of the Environment Operations Act, 1997 and all other ancillary functions.</li> <li>5. control of declared noxious weeds on public and private property pursuant to the Noxious Weeds Act 1993 and all other ancillary functions.</li> <li>6. Enforcement of the Waste Avoidance and Resource Recovery Act, 2001.</li> </ol>	<p>Planning &amp; Environment Manager</p> <p>Planning Officer</p> <p>Town Utilities and Plant Manager</p> <p>Building Services Manager</p> <p>Compliance Officer</p> <p>Compliance Officer - Ranger</p>
Financial	<p>Finance</p> <p>To exercise and perform the duties, responsibilities and functions under Chapter 15, excepting Parts 1, 2 and 4 of the Local Government Act, 1993 relating to the making and fixing of rates and charges</p>	<p>Chief Financial Officer</p>
General	<p>Correspondence</p> <p>To give written acknowledgment of the receipt of an application for an approval.</p> <p>NOTE: All communications must comply with the Council's Visual Standards Guide</p>	<p>Planning Officer</p>
Development	<p>Development Applications</p> <p>To obtain the concurrence of persons or Authorities required under any Act or regulation before the granting of any approval. To approve the inclusion of conditions of concurrence. To accept certification by qualified persons.</p>	<p>Organisation &amp; Community Services</p> <p>Director</p>

Development	Correspondence To give notice of determination of Planning and Building Applications. NOTE: All communications must comply with the Council's Visual Standards Guide	Organisation & Community Services Director Planning Officer Building Services Manager Engineering Services Shire Engineer Administration Assistant
Development	Correspondence To give notice of proposed modification of an approval. NOTE: All communications must comply with the Council's Visual Standards Guide	Administration Assistant Engineering Services Shire Engineer Building Services Manager Planning Officer Organisation & Community Services Director
Financial	Expenditure Control Authorise expenditure on the following specific items included in the Council's budget as adopted by the Council in its annual Management Plan even if they exceed the general authorised limit: Payroll Deductions, Tax Installments, Superannuation, FBT Installments, Workers' Compensation Insurance Premiums, General Insurance Premiums, Payments related to the provision of waste services, Electricity and Telephone Charges, State Government Levies and authorise expenditure on loan repayments as and when payments are required in accordance with the loan repayment schedule as adopted by the Council in its annual Management Plan. See Policies F.01.04 and F.01.07.	Organisation & Community Services Director Engineering Assets Coordinator Engineering Services Shire Engineer Chief Financial Officer
Financial	Finance Authorise investments on behalf of Council to approved investment bodies in accordance with Department of Local Government circulars and subject to the Council's Investment Policy. Investments to be subsequently reported to the Council via the monthly investment Balances Report.	Chief Financial Officer Organisation & Community Services Director
Financial	Finance Authorise payment of expenses incurred by staff at approved conferences, seminars, meetings, courses and other Council business.	Organisation & Community Services Director Chief Financial Officer Engineering Services Shire Engineer
Financial	Expenditure Control Petty Cash Certify petty cash dockets to the value of \$100.	Engineering Services Shire Engineer Chief Financial Officer Organisation & Community Services Director
Financial	Expenditure Control Certify contract progress payments to the value of \$75,000.	Organisation & Community Services Director Engineering Services Shire Engineer
Financial	Expenditure Control Certify contract progress payments to the value of \$50,000.	Building Services Manager
Financial	Expenditure Control Certify final payment contract vouchers to the value of \$75,000.	Engineering Services Shire Engineer Organisation & Community Services Director
Financial	Expenditure Control Certify accounts vouchers	Organisation & Community Services Director Payroll Officer Town Utilities and Plant Manager Engineering Services Shire Engineer Chief Financial Officer

Procurement	Tenders/Quotations To prepare and call for the submission of tenders, quotations and expressions of interest for the provision/ sale of goods, works and services in accordance with Policy.	Chief Financial Officer Building Services Manager Engineering Services Shire Engineer Engineering Assets Coordinator Town Utilities and Plant Manager Works Coordinator Organisation & Community Services Director Planning & Environment Manager
Procurement	Tenders/Quotations To accept quotations for the provision of goods, works and services for under \$75,000 (Subject to the provisions of section 55 of the Local Government Act, 1993)	Organisation & Community Services Director Engineering Services Shire Engineer Chief Financial Officer
Procurement	Tenders/Quotations To accept quotations for the provision of goods, works and services for under \$50,000 (Subject to the provisions of section 55 of the Local Government Act, 1993)	
Financial	Expenditure Control Approve extras (rise and fall, contingency allocations, etc) regarding consultants and contractors up to 10% of the original sum (maximum of \$20,000)	Chief Financial Officer Building Services Manager Engineering Services Shire Engineer Engineering Assets Coordinator Organisation & Community Services Director Works Coordinator Town Utilities and Plant Manager
Financial	Expenditure Control Approve the engagement of consultants and contractors to the value of \$50,000.	Organisation & Community Services Director
Financial	Expenditure Control Approve the engagement of consultants and contractors to the value of \$5,000.	Planning & Environment Manager Town Utilities and Plant Manager Works Coordinator Social Services Manager Engineering Assets Coordinator Building Services Manager Chief Financial Officer
General	Contractors/Consultants Approve deductions on consultant's brief and contractors.	Chief Financial Officer Engineering Services Shire Engineer Organisation & Community Services Director
General	Contractors/Consultants Approve extensions of time on consultant's brief and contract where there is no material disadvantage to Council's interests.	Organisation & Community Services Director Planning & Environment Manager Engineering Services Shire Engineer Chief Financial Officer Building Services Manager
General	Contractors/Consultants Approve the deduction of damages from contract payments.	Building Services Manager Chief Financial Officer Engineering Services Shire Engineer Organisation & Community Services Director
Assets	Asset Disposal Major Assets (\$10,000 and above) Determine the method of sale or disposal of major assets; * by public tender * auction, or * direct sale (after Council has resolved to dispose of the asset as part of the Management Plan).	Organisation & Community Services Director Engineering Services Shire Engineer

Assets	Asset Disposal Heavy Plant disposal by public tender and auction only, up to the value of \$50,000.	Engineering Services Shire Engineer Organisation & Community Services Director
Assets	Asset Disposal Fleet Vehicle disposal by trade-in, public tender and auction only, up to a net changeover value of \$10,000.	Organisation & Community Services Director Town Utilities and Plant Manager Engineering Services Shire Engineer
Assets	Asset Disposal Certification of the need for sale or disposal of minor assets (up to a value of \$10,000) as: surplus to requirements the asset is in a state of disrepair, unserviceable, unusable or obsolete.	Engineering Services Shire Engineer Aged Care Manager Chief Financial Officer Building Services Manager Town Utilities and Plant Manager Organisation & Community Services Director Planning & Environment Manager Business Improvement & IT Coordinator
Assets	Asset Disposal Determine the method of sale or disposal of minor assets: by public tender, auction; or direct sale	Organisation & Community Services Director Chief Financial Officer Engineering Services Shire Engineer
Financial	Banking To sign or counter-sign cheques, authorise Electronic Fund Transfers on behalf of Council and banking documents requiring authorisation such as loan agreements and for the investment or recall of investments.	Chief Financial Officer Organisation & Community Services Director General Manager
Information Management	Information Access Access to Tax File Number for employees within your area of responsibility and related information	Organisation & Community Services Director Chief Financial Officer
Information Management	Information Access Authorise certification and access to employee information for processing of Council's payroll.	Chief Financial Officer Organisation & Community Services Director Finance Officer - Creditors Social Services Manager Payroll Officer GLR & Communications Team Leader
Financial	Debt Recovery Extensions of Time - To give consideration to applications for extensions of time to settle amounts due to Council and where deemed necessary approve variations to repayment agreements.	
Financial	Debt Recovery Authority to write off debts (other than charges against property) to a maximum of \$500 in any one instance that are either not recoverable or uneconomical to recover with notation in a report to Council.	Organisation & Community Services Director Chief Financial Officer
Financial	Refunds To approve of refunds being made in respect of all overpayments or credit adjustments for rates, extra charges, garbage fees, water and sewage charges, road opening and footpath crossing fees and miscellaneous charges as recommended and vouched by the appropriate staff member.	Chief Financial Officer Engineering Services Shire Engineer Organisation & Community Services Director
Financial	Refunds To approve refunds from Trust Fund deposits or restricted funds on the recommendation and certification of the appropriate staff member.	Organisation & Community Services Director Chief Financial Officer

Financial	Refunds To approve the refund of fees or part fees paid in accordance with Council's adopted scale of charges in respect of rejected applications to build, to subdivide or for development consent.	Chief Financial Officer Building Services Manager Engineering Services Shire Engineer Organisation & Community Services Director
Financial	Refunds To approve the refund of fees or part fees paid in accordance with Council's adopted scale of charges in the delegates area of responsibility where the circumstances warrant the refund.	Organisation & Community Services Director Engineering Services Shire Engineer Chief Financial Officer Media and Communications Team Leader
General	Insurances To accept proof of appropriate insurance cover required in connection with Council's policies, procedures and conditions.	Media and Communications Team Leader Chief Financial Officer Building Services Manager Engineering Services Shire Engineer Community Assets Manager Engineering Assets Coordinator Compliance Officer - Ranger Compliance Officer Planning & Environment Manager Town Utilities and Plant Manager Works Coordinator
Environmental	Health Implement the primary functions of ensuring that food for sale meets the required standard of quality and that commercial food premises are constructed and maintained in a hygienic manner, pursuant to the Food Act, 2003 and all other ancillary functions.	Planning & Environment Manager
Information Management	Information Access To manage Council's responsibilities under the GIPA legislation.	Community Assets Manager
Information Management	Records Management To manage Council's responsibilities under the State Records Act 1998	Business Improvement & IT Coordinator
Information Management	Information Access Conduct Internal Reviews of Determinations under the GIPA legislation by Council officers.	Community Assets Manager
Information Management	Information Access Give reasonable access to any person to inspect correspondence and reports laid on the table, or submitted to a Council meeting or a Committee meeting of which all the members are Councillors. This access may be during the meeting or at the close of the meeting or during the business day following the meeting. This access does not apply however, to correspondence or reports that- relate to a matter that was received or discussed; or were laid on the table at, or submitted to the meeting when the meeting was closed to the public.	Community Assets Manager Elected Members Support Officer Chief Financial Officer Executive Assistant Senior Administration Assistant Utilities
Information Management	Information Access Permit inspection of the documents listed in the repealed Section 12 of the LG Act free of charge and have copies of the documents available for taking away by anyone who asks for a copy.	Senior Administration Assistant Utilities Executive Assistant Organisation & Community Services Director Chief Financial Officer Elected Members Support Officer Community Assets Manager
Information Management	Information Access Allow inspection of versions of the documents other than current and immediately preceding versions if those other versions are reasonably accessible.	Community Assets Manager Chief Financial Officer Organisation & Community Services Director



Environmental	<p>Animals To implement all the functions under the Impounding Act, 1993 in particular:</p> <p>(a) To make all reasonable enquiries to find the owner of impounded items in accordance with section 20;</p> <p>(b) To impound items;</p> <p>(c) To care for impounded animals;</p> <p>(d) To destroy animals impounded;</p> <p>(e) To sell items impounded;</p> <p>(f) To recover the cost of impounding;</p> <p>(g) To keep record of impounded items;</p> <p>(h) To appoint impounding officers.</p>	Planning & Environment Manager
Environmental	<p>Animals To implement all the functions under the Impounding Act, 1993 in particular:</p> <p>(a) To make all reasonable enquiries to find the owner of impounded items in accordance with section 20;</p> <p>(b) To impound items;</p> <p>(c) To care for impounded animals;</p> <p>(d) To destroy animals impounded;</p> <p>(e) To sell items impounded;</p> <p>(f) To recover the cost of impounding;</p> <p>(g) To keep record of impounded items</p>	<p>Building Maintenance Supervisor Compliance Officer Compliance Officer - Ranger</p>
Legal	<p>Offences Subject to the prior authorisation of the General Manager to issue all penalty and infringement notices pursuant to: Section 679 of the Local Government Act, 1993; Section 15 of the Road Transport General Act, 1999; Section 224 of the Protection of the Environment Operations Act, 1997; Section 127A of the Environmental Planning and Assessment Act, 1979; Section 131 of the Rural Fires Act, 1997; Section 92 of the Companion Animals Act, 1998; The Crown Lands Act 1989.</p>	<p>Compliance Officer - Ranger Compliance Officer Engineering Services Shire Engineer Planning &amp; Environment Manager Organisation &amp; Community Services Director Planning Officer</p>
General	<p>Departmental (Local Government) Requirements Take all necessary action to comply with the requirements of Chapter 13, Part 5 of the Act and any regulations thereto relating to the conduct of any inquiry or review of the Council.</p>	<p>Organisation &amp; Community Services Director Engineering Services Shire Engineer Community Assets Manager Chief Financial Officer</p>
General	<p>Insurances Make arrangement for adequate insurance against public liability and professional liability of the Council in accordance with the Act and any regulations thereto.</p>	<p>Engineering Assets Coordinator Organisation &amp; Community Services Director</p>

<p>Legal</p>	<p>Legal Issues Subject to reporting to Council:-</p> <p>(a) The authorisation of legal proceedings in respect of any legal matter under the Local Government Act, under any regulation made thereunder or under any Act now or at any time hereafter administered by the Council.</p> <p>(b) Obtain legal advice from Council's Solicitors or Counsel where necessary.</p> <p>(c) To represent the Council in all respects in any Court or Commission proceedings.</p> <p>(d) Enforce and institute Legal Proceedings against persons for breaches of section 626 to 635 inclusive, 638, 650, 651, 653, to 658 inclusive, 660 to 669 inclusive, 680 681 and 684 of the Local Government Act, 1993.</p> <p>(e) engagement of professional consultants</p> <p>(f) the approving of amendments, compromise proposals and imposition of conditions of approval of applications being considered by the Land and Environment Court under Part 5, Division 1, of the Local Government Act, 1993 and Regulations.</p>	<p>Organisation &amp; Community Services Director Engineering Services Shire Engineer Chief Financial Officer</p>
<p>Governance</p>	<p>Integrated Planning and Reporting Take all necessary action relating to the preparation of a draft I P &amp; R Plan in accordance with the requirements of the Local Government Act and any regulations thereto.</p>	<p>Chief Financial Officer Engineering Services Shire Engineer Community Assets Manager Organisation &amp; Community Services Director Social Services Manager</p>
<p>Legal</p>	<p>Legal Issues Subject to the prior authorisation of the General Manager to issue or serve notices, lay information, and complaints in respect of proper proceedings, actions and prosecutions against persons who have committed an offence under a relevant Act, Regulation or Ordinance lawfully given and which may be dealt with by the Council.</p>	<p>Organisation &amp; Community Services Director Planning &amp; Environment Manager Community Assets Manager Compliance Officer Compliance Officer - Ranger Engineering Services Shire Engineer Chief Financial Officer Building Services Manager</p>
<p>Legal</p>	<p>Legal Issues Subject to the exclusion of any delegation to authorise the use of force pursuant to section 194 of the Local Government Act, 1993 to enter upon any land or building at all reasonable hours and to make any inspections of premises, matter or thing, in accordance with the provisions of Part 2 of Chapter 8 of the Local Government Act, 1993.</p>	<p>Building Services Manager Engineering Services Shire Engineer Community Assets Manager Planning &amp; Environment Manager Organisation &amp; Community Services Director</p>

Environmental	<p><b>Noxious weeds</b>                  Subject to the exclusion of any delegation to authorise the use of force pursuant to section 46 of the Noxious Weeds Act, 1993: To exercise the powers of entry prescribed under Division I of Part V of the Act. To exercise the Noxious Weeds control functions of Council (section 36). To appoint inspectors for the purposes of the Noxious Weeds Act, 1993 (section 4). To carry out inspection and investigations and for this purpose to:</p> <p>(a) inspect the premises;</p> <p>(b) search the premises;</p> <p>(c) examine, seize, detain or remove any noxious weed material in or about those premises;</p> <p>(d) require the production of and inspect any records in or about those premises;</p> <p>(e) take copies of, or extracts or notes from, any such records;</p> <p>(f) require any person in or about those premises to answer questions or otherwise furnish information;</p> <p>(g) require the occupier of those premises to provide the inspector or authorised officer with such assistance and facilities as is or are reasonably necessary to enable the inspector or authorised officer to exercise his or her functions;</p>	Planning & Environment Manager Weeds Officer
Environmental	<p><b>Noxious Weeds</b>                  To issue certificates of authority to enter premises (in a form approved by the Director General of the Department of Agriculture) to persons exercising powers of entry (section 50).</p>	Planning & Environment Manager
Environmental	<p><b>Noxious Weeds</b>                  To issue notices requiring occupiers of land to take noxious weed control measures (section 18).</p>	Planning & Environment Manager
Environmental	<p><b>Noxious Weeds</b>                  To control noxious weeds on land where weed control notices have not been complied with (section 20).</p>	Planning & Environment Manager Weeds Officer
General	<p><b>Orders</b>                  Subject to the prior authorisation of the General Manager to give notice of proposed orders (Section 124 LGA).</p>	Planning & Environment Manager Organisation & Community Services Director Compliance Officer - Ranger Compliance Officer Engineering Services Shire Engineer Building Services Manager

General	<p>Orders</p> <p>Subject to the prior authorisation of the General Manager to give orders number 1 to 30 (Section 124 LGA). The delegate must also undertake the following tasks:</p> <p>(a) To consider criteria before giving orders, and to modify or revoke orders.</p> <p>(b) To hear and consider representations.</p> <p>(c) To determine procedure after representations.</p> <p>(d) To give reasons for an Order.</p> <p>(e) To respond to the submission of particulars of work by an owner.</p> <p>(f) To revoke an order.</p> <p>(g) To order an occupier to permit an owner to carry out work.</p> <p>(h) To modify an order under.</p>	<p>Building Services Manager Compliance Officer Compliance Officer - Ranger Organisation &amp; Community Services Director Planning &amp; Environment Manager</p>
General	<p>Orders</p> <p>To issue orders under the Swimming Pool Act.</p>	<p>Compliance Officer - Ranger Compliance Officer Building Services Manager</p>
Development	<p>Owner's (Council's) consent</p> <p>To sign on behalf of Council as the owner or applicant of land any application for approval under the Local Government Act, 1993, or the Environmental Planning and Assessment (Amendment) Act, 1997 subject to the Council having endorsed the project.</p>	<p>Building Services Manager Community Assets Manager Organisation &amp; Community Services Director</p>
General	<p>Owner's (Council's) consent</p> <p>To determine and sign on behalf of Council as owner, leases or licenses or agreements in relation to Council properties, including public roads.</p>	<p>Organisation &amp; Community Services Director</p>
General	<p>Public Reserves</p> <p>The control and the use of public reserves or public land under section 48 of the Local Government Act, 1993 and regulations.</p> <p>(a) Film Permits</p> <p>(b) Reserve Bookings</p> <p>(c) Helicopter Landings</p> <p>(d) Noise Control - To grant permission for the use of amplifying equipment.</p> <p>(e) Temporary Storage on Councils Reserves</p>	<p>Organisation &amp; Community Services Director Town Utilities and Plant Manager Community Assets Manager Engineering Services Shire Engineer</p>
Governance	<p>Councillors</p> <p>To approve payment and/or reimbursement of expenses and provision of facilities for Councillors in accordance with Council's Policy adopted under section 252 of the Local Government Act 1993.</p>	<p>Elected Members Support Officer Chief Financial Officer Senior Administration Assistant Utilities Organisation &amp; Community Services Director Executive Assistant</p>
General	<p>Private Works</p> <p>Carry out, by agreement with the owner or occupier of any private land, any work that may lawfully be carried out where the cost of the work is fixed and the completion of the work is reported to Council under section 67 of the Local Government Act, 1993 and Regulations.</p>	<p>Town Services Supervisor Town Utilities and Plant Manager Works Supervisor - Warialda - North Works Supervisor Bingara Engineering Services Shire Engineer</p>

General	Public Health Implement the primary function of control of communicable disease pursuant to the Public Health Act, 1991 and the Skin Penetration Guidelines issued by the NSW Health Department and all other ancillary functions.	Planning & Environment Manager
Governance	Public Officer To undertake the functions of the Public Officer as specified in section 343 of the Local Government Act 1993	Community Assets Manager
General	Publicity To authorise the production and release of Council's publicity material including report to ratepayers, brochures, information sheets and other printed matter by checking final proofs prior to printing.	Organisation & Community Services Director
Financial	Debt Recovery - Rates 1. Arrangements; Authorise arrangements for the payment of rates and charges by rate payers under section 564.  2. Interest Charges Write Off; Approve write off or reduction of interest charges, for a rate payer who has entered into an arrangement, where the current rates are paid in full in the current year.  3. External Recovery Action; Authorise the necessary legal action or employ a debt recovery agency to take appropriate action against all rate payers who have not made payment or made satisfactory payment arrangements.	Chief Financial Officer
Financial	Debt Recovery - Rates Pensioners Under Hardship Approve the suspension of recovery action and accrual of rates, charges and interest against the estate of eligible pensioners, after rebate, where such payment would cause hardship. Note: All owners of the property must be eligible pensioners.	Chief Financial Officer
Information Management	Records Management To carry out the destruction of records of the Council, following prior approval from your supervisor, in accordance with the provisions of the State Records Act 1998 and the Local Government Act 1993, and Regulations thereunder and Local Government Records Disposal Schedule.	Organisation & Community Services Director Information Services Officer Records Officer Business Improvement & IT Coordinator
Roads & Drainage	Roads and Drainage To exercise, and perform the duties, responsibilities and functions under the Roads Act 1993, and associated regulations	Works Supervisor - Warialda - North Town Utilities and Plant Manager Town Services Supervisor Works Supervisor Bingara Engineering Services Shire Engineer
Roads & Drainage	Roads and Drainage Stormwater Drainage; The granting of an approval or approval subject to conditions or the refusal to carry out an activity in connection with stormwater drainage works, community land, public roads or other activities as prescribed in section 68 of the Local Government Act, 1993 and regulations.	Engineering Services Shire Engineer Town Utilities and Plant Manager
Roads & Drainage	Roads and Drainage Road Works; The carrying out of road works on a public road which is under the control of Council under the provisions of Sections 71, 78, 92, 93, 94, 98 and 103 of the Roads Act 1993.	Town Utilities and Plant Manager Works Supervisor - Warialda - North Town Services Supervisor Engineering Services Shire Engineer Works Supervisor Bingara

Roads & Drainage	Roads and Drainage Properties Adjoining Public Roads;  (1) The direction of adjoining owners of public roads to carry out drainage works or remove obstructions from a public road under the provisions of sections 95 and 96 Roads Act 1993;  (2) The direction of adjoining owners of public roads to remove obstructions from a public road under the provisions of Sections 95 & 96	Engineering Services Shire Engineer Town Utilities and Plant Manager
Roads & Drainage	Roads and Drainage Service Conduits; The direction of the placement of utility service conduits in, on or over a road under the provisions of sections 85 and 97 Roads Act 1993	Town Utilities and Plant Manager Engineering Services Shire Engineer
Roads & Drainage	Roads and Drainage Contribution to Road Works; The obtaining of a contribution towards the cost incurred by Council in construction or paving any kerb, gutter or footway on a public road from an adjoining land owner under the provisions of section 217 and 218 of the Roads Act 1993.	Engineering Services Shire Engineer
Roads & Drainage	Roads and Drainage Private Roads - The direction of an owner of a private road to carry out work or for Council to carry out work on the private road to prevent the road from becoming unsafe or unsightly under the provisions of section 86.	Engineering Services Shire Engineer Organisation & Community Services Director
Roads & Drainage	Roads and Drainage Recovery of Costs of Damage to Public Roads; The recovery of costs or repair of damage caused to a public road under the provisions of section 102.	Organisation & Community Services Director Engineering Services Shire Engineer
Roads & Drainage	Roads and Drainage Naming of Public Roads; The naming of public roads under the provisions of section 162.	
Roads & Drainage	Roads and Drainage Erection of Gates Public Roads - The erection of a gate across a public road under the provisions of section 128 Roads Act 1993, subject to the Council's Policy position.	Engineering Services Shire Engineer
Roads & Drainage	Roads and Drainage Widening of Public Roads - The widening of public roads under the provisions of section 22.	Engineering Services Shire Engineer
Roads & Drainage	Roads and Drainage Encroachments or Obstructions - The removal of encroachments or obstructions to a public road under the provisions of section 107.	Engineering Services Shire Engineer Works Supervisor Bingara Town Utilities and Plant Manager Works Supervisor - Warialda - North Works Coordinator Town Services Supervisor
Roads & Drainage	Roads and Drainage Traffic Regulation - The regulation of traffic on a public road under the provisions of section 108 and 115	Town Services Supervisor Works Coordinator Works Supervisor - Warialda - North Town Utilities and Plant Manager Works Supervisor Bingara Engineering Services Shire Engineer
Roads & Drainage	Roads and Drainage Extension of Powers - The application to the RMS for additional powers in regard to roads under section 116.	Engineering Services Shire Engineer
Roads & Drainage	Roads and Drainage Private Service Repairs - The direction of a private body to repair and maintain services in a roadway under the provisions of sections 99 and 100.	Engineering Services Shire Engineer Town Utilities and Plant Manager
Roads & Drainage	Roads and Drainage Restoration of Public Roads - The direction of a person to restore a public road under the provisions of section 101.	Town Utilities and Plant Manager Town Services Supervisor Engineering Services Shire Engineer

Roads & Drainage	Roads and Drainage Joint Works Public Roads - The joint construction and maintenance of roads across land controlled by a public authority under the provisions of section 176.	Engineering Services Shire Engineer Town Utilities and Plant Manager
Roads & Drainage	Roads and Drainage Closing of Public Roads - The application to the Minister for closing of roads under the provisions of section 33.	Engineering Services Shire Engineer
Roads & Drainage	Roads and Drainage Lease of Public Roads - The short term lease and issuing of section 139 consents of unused public roads/road reserves under the provisions of section 139, 153 and 157 of the Roads Act.	Engineering Services Shire Engineer Organisation & Community Services Director
Roads & Drainage	Roads and Drainage Weight Restrictions Public Roads - The imposing of weight restrictions under the provisions of section 108.	Engineering Services Shire Engineer
Roads & Drainage	Roads and Drainage Temporary Closure Public Roads - The closure of temporary roads under provisions of section 39.	Engineering Services Shire Engineer Town Utilities and Plant Manager
Roads & Drainage	Roads and Drainage Temporary Regulation of Traffic - The temporary regulation of traffic under provisions of section 122.	Town Utilities and Plant Manager Works Supervisor - Warialda - North Town Services Supervisor Parks & Gardens Supervisor Warialda Engineering Services Shire Engineer Works Supervisor Bingara
Roads & Drainage	Roads and Drainage Enforcement of Weight Limits - The enforcement of excess weight limits under the provisions of section 230.	Engineering Services Shire Engineer
Roads & Drainage	Roads and Drainage Levels of Public Roads - The fixing of levels on a public road under the provisions of section 29.	Engineering Services Shire Engineer
Roads & Drainage	Roads and Drainage - Town Planning Use of Footpaths - The approval of the footpath of a public road for the purpose of a restaurant under the provisions of section 125.	
Roads & Drainage	Roads and Drainage Erection of Structures Public Roads - Issue consents to carry out works or erect structures on or under or over a public road under the provisions of section 138.	Engineering Services Shire Engineer Building Services Manager Town Utilities and Plant Manager Planning & Environment Manager
Roads & Drainage	Roads and Drainage - Town Planning Plans and Construction - Approve road and drainage plans and construction associated with subdivision and building development in accordance with Council's policies and usual requirements.	Building Services Manager Engineering Services Shire Engineer
General	Bush Fire 1. Section 63(2) of the Rural Fires Act 1997, requires that 'It is the duty of the owner or occupier of land to take the notified steps and any other practicable steps to prevent the occurrence of bush fires on, and to minimise the danger of the spread of bush fires on or from, that land.'  2. To issue permits in order to meet the above duty, a notice pursuant to Section 66 of the Rural Fires Act 1997.	

General	<p>Street Lighting Subject to budgetary provision:</p> <p>(1) To authorise work to proceed and for the Council to bear the additional annual charge where Country Energy has agreed to a scheme of street lighting improvement</p> <p>(2) To approve replacement of street lamps or variation in wattage or type of street lamps in accordance with proposals submitted by Country Energy.</p> <p>(3) To approve of the installation of street lights in areas where it is considered that street lighting is required and for the Council to bear the additional annual charges.</p>	Engineering Services Shire Engineer
General	<p>Swimming Pools To exercise or perform on behalf of the Council any or all powers, authorities, duties and functions pertinent to the Swimming Pools Act, 1992 including:</p> <ol style="list-style-type: none"> <li>1. Appointment as inspector.</li> <li>2. Form opinions required in relation to adequacy of fencing.</li> <li>3. To serve any Notices on the owner or occupier.</li> <li>4. Revoke any directions.</li> <li>5. Affix Seal of Council to authorise officers whose position includes a requirement to enforce the provision of the Swimming Pools Act, 1992</li> </ol>	<p>Compliance Officer Compliance Officer - Ranger Building Services Manager Planning &amp; Environment Manager</p>
Procurement	<p>Tendering To be a 'designated person' pursuant to clause 15 and 16 of the Local Government (Tendering) Regulation, 1993.</p>	<p>Organisation &amp; Community Services Director Town Utilities and Plant Manager Works Coordinator Chief Financial Officer Engineering Assets Coordinator Community Assets Manager Engineering Services Shire Engineer</p>
General	<p>Public Health The carrying out of functions under the Public Health Amendment (Tobacco Advertising) Act 1997 and its Regulations.</p>	Planning & Environment Manager
Environmental	<p>Unlawful use of land</p> <ol style="list-style-type: none"> <li>1. Issue notices under the relevant provisions of the Environmental Planning and Assessment (Amendment) Act, 1997 to prevent or prohibit the unauthorised use of land and to enforce compliance with the requirements and conditions of a development consent or building approval and do all things necessary to initiate proceedings for any offences in the Act.</li> <li>2. Commence legal actions and issue solicitor instructions</li> </ol>	<p>Organisation &amp; Community Services Director Engineering Services Shire Engineer</p>
Human Resources	<p>Workcover Authority Licences To deal with letters of notifications submitted by the WorkCover Authority for the issue of licences under the Factories, Shops and Industries Act.</p>	<p>Engineering Services Shire Engineer Organisation &amp; Community Services Director</p>
Financial	<p>Expenditure Control Certify petty cash dockets to the value of \$50.</p>	<p>Executive Assistant Senior Administration Assistant Utilities Social Services Manager</p>



Financial	Expenditure Control Authorise general expenditure up to \$2,000 where funds are available in the budget and subject to all relevant policies.	Town Services Supervisor Service NSW and Tourism Officer Temp Parks & Gardens Bingara Preschool Director Commonwealth Home Support Program Coordinator Warialda Media and Communications Team Leader
General	Correspondence Sign all correspondence (includes E-mails). NOTE: All communications must comply with the Council's Visual Standards Guide	Engineering Services Shire Engineer Organisation & Community Services Director
General	Correspondence To sign all routine, standard and work related correspondence (includes E-mails) in respect of the functions that you have responsibility for except any correspondence to: The Ombudsman; Independent Commission Against Corruption (ICAC); Federal or State Government Ministers; General Managers or Mayors of other Councils; Correspondence that may commit the Council to future unbudgeted expenditure.  NOTE: All communications must comply with the Council's Visual Standards Guide	Executive Assistant Planning & Environment Manager Payroll Officer Senior Administration Assistant Utilities Planning Officer Promotions & Tourism Officer Bingara Social Services Manager Works Coordinator Town Utilities and Plant Manager Engineering Assets Coordinator Bingara Preschool Director Aged Care Manager Community Assets Manager Chief Financial Officer Building Services Manager Media and Communications Team Leader
General	Correspondence To sign previously authorised standard letters and routine correspondence (includes E-mails but does not include correspondence to The Ombudsman; Independent Commission Against Corruption (ICAC); Federal or State Government Ministers; General Managers or Mayors of other Councils; Correspondence that may commit the Council to future unbudgeted expenditure)  NOTE: All communications must comply with the Council's Visual Standards Guide	Finance Officer - Creditors Finance Officer
General	Correspondence Sign acknowledgment or similar types of letters. NOTE: All communications must comply with the Council's Visual Standards Guide	
Human Resources	Personnel To authorise and approve a subordinate's request for Time in Lieu; Overtime (if authorised prior to the event); Annual, Long Service and Sick Leave - (after verifying the employee's sick leave record and compliance within the Award), but excluding approval of Leave Without Pay applications.	Planning & Environment Manager Organisation & Community Services Director Town Utilities and Plant Manager Works Supervisor - Warialda - North Social Services Manager Planning Officer Building Services Manager Chief Financial Officer Works Supervisor Bingara Aged Care Manager Engineering Services Shire Engineer Business Improvement & IT Coordinator
Human Resources	Personnel To authorise and approve a subordinate's Annual Leave provided that the leave entitlement has been accrued.	Business Improvement & IT Coordinator

Human Resources	<p>Personnel To authorise the payment of the salaries and wages of the employees within your area of control within the sums voted by the Council for expenditure thereon</p>	<p>Business Improvement &amp; IT Coordinator Engineering Services Shire Engineer Aged Care Manager Building Maintenance Supervisor Chief Financial Officer Building Services Manager Social Services Manager Town Utilities and Plant Manager Organisation &amp; Community Services Director Planning &amp; Environment Manager</p>
Financial	<p>Expenditure Control To incur expenditure against Gwydir Shire Council's Corporate Credit Card at your discretion but generally restricted to items within your existing expenditure delegations and subject to available budget, expenditure policies and in compliance with the Council's Credit Card Use Policy</p>	<p>Executive Assistant Organisation &amp; Community Services Director Social Services Manager Senior Administration Assistant Utilities Chief Financial Officer Engineering Services Shire Engineer Business Improvement &amp; IT Coordinator</p>
Financial	<p>Expenditure Control To ensure that any goods or services purchases that you authorise are: appropriately costed to a budget item in the approved estimates for which you have budgetary responsibility, and in respect of which funds have been voted by the Council; in accordance with any details of proposed expenditure on specific goods and services shown in the approved estimates or supporting documentation, and in respect of which funds have been voted by the Council; and otherwise are clearly within the scope of the approved estimates.</p>	<p>Business Improvement &amp; IT Coordinator Workshop Supervisor Media and Communications Team Leader Engineering Services Shire Engineer Building Maintenance Supervisor Bingara Preschool Director Aged Care Manager Engineering Assets Coordinator Chief Financial Officer Building Services Manager Works Supervisor Bingara Parks &amp; Gardens Parks &amp; Gardens Supervisor Warialda Planning Officer Social Services Manager Town Services Supervisor Town Utilities and Plant Manager Works Supervisor - Warialda - North Organisation &amp; Community Services Director Planning &amp; Environment Manager</p>
Human Resources	<p>Personnel Implement or carry out the functions detailed in the Council's Selection Procedures Guidelines</p>	<p>Organisation &amp; Community Services Director</p>
Human Resources	<p>Personnel To approve private employment applications (for second jobs) in relation to subordinate staff</p>	<p>Organisation &amp; Community Services Director Engineering Services Shire Engineer</p>
Human Resources	<p>Personnel To approve corporate-wide learning programs</p>	<p>Organisation &amp; Community Services Director</p>

Human Resources	<p>Personnel</p> <p>To investigate, manage, follow-up and take corrective action on employee grievances in consultation with your Director or if a Director the Deputy General Manager</p>	<p>Planning &amp; Environment Manager</p> <p>Town Utilities and Plant Manager</p> <p>Social Services Manager</p> <p>Engineering Services Shire Engineer</p> <p>Aged Care Manager</p> <p>Building Services Manager</p> <p>Chief Financial Officer</p> <p>Business Improvement &amp; IT Coordinator</p>
Human Resources	<p>Personnel</p> <p>To formally accept a resignation</p>	<p>Chief Financial Officer</p> <p>Engineering Services Shire Engineer</p> <p>Organisation &amp; Community Services Director</p>
Human Resources	<p>Personnel</p> <p>To approve work breaks.</p>	<p>Organisation &amp; Community Services Director</p> <p>Planning &amp; Environment Manager</p> <p>Social Services Manager</p> <p>Town Services Supervisor</p> <p>Town Utilities and Plant Manager</p> <p>Works Supervisor - Warialda - North</p> <p>Engineering Services Shire Engineer</p> <p>Building Maintenance Supervisor</p> <p>Building Services Manager</p> <p>Works Supervisor Bingara</p> <p>Business Improvement &amp; IT Coordinator</p>
Human Resources	<p>Personnel</p> <p>To advertise and fill vacant established positions within budget and your area of responsibility in consultation with the Deputy General Manager and in compliance with the Council's Selection Procedures Guidelines</p>	<p>Chief Financial Officer</p> <p>Engineering Services Shire Engineer</p>
General	<p>Authority</p> <p>To control and direct employees engaged in your area of responsibility generally and, without limiting the generality of the foregoing, as to the procedure to be followed in and about the exercise of any delegated authority conferred upon them by the General Manager</p>	<p>Engineering Services Shire Engineer</p> <p>Chief Financial Officer</p> <p>Building Services Manager</p> <p>Town Utilities and Plant Manager</p> <p>Town Services Supervisor</p> <p>Social Services Manager</p> <p>Planning Officer</p> <p>Planning &amp; Environment Manager</p> <p>Organisation &amp; Community Services Director</p> <p>Business Improvement &amp; IT Coordinator</p>
Human Resources	<p>Personnel</p> <p>To suspend any employee in your area of responsibility (after consultation with and the written agreement of the Deputy General Manager) other than a direct subordinate, and appoint some person to carry on the work until such time as the formal recruitment procedures can be implemented</p>	<p>Engineering Services Shire Engineer</p>

Human Resources	<p>Personnel To conduct the performance appraisal, at least annually, for the employees in your area of responsibility.</p>	<p>Engineering Services Shire Engineer Bingara Preschool Director Aged Care Manager Building Services Manager Chief Financial Officer Works Supervisor Bingara Organisation &amp; Community Services Director Planning &amp; Environment Manager Social Services Manager Town Utilities and Plant Manager Works Supervisor - Warialda - North Business Improvement &amp; IT Coordinator</p>
Governance	<p>Governance As per Council resolution 399/12 29th November 2012</p>	<p>General Manager</p>
Governance	<p>Common Seal of Council To ensure the security of the Common Seal and to allow it to be affixed to documents only in accordance with Section 48 of the LOCAL GOVERNMENT (MEETINGS) REGULATION 1999</p>	<p>Executive Assistant Organisation &amp; Community Services Director Senior Administration Assistant Utilities Chief Financial Officer Elected Members Support Officer</p>
General	<p>Media Contact To operate in accordance with the Council's Media Contact Policy.</p>	<p>Aged Care Manager Community Assets Manager Engineering Services Shire Engineer Chief Financial Officer Senior Administration Assistant Utilities Social Services Manager Promotions &amp; Tourism Officer Bingara Town Utilities and Plant Manager Organisation &amp; Community Services Director Executive Assistant Media and Communications Team Leader</p>
General	<p>Privacy Management Plan To implement and oversee the Council's compliance with its Privacy Management Plan.</p>	<p>Community Assets Manager</p>
General	<p>Community Consultation Authority to take the action required to ensure that any activity conducted within your area of responsibility complies with the notification and consultation requirements set out within Council's Policy documents, especially A.01.01.</p>	<p>Community Assets Manager Engineering Services Shire Engineer Chief Financial Officer Building Services Manager Planning &amp; Environment Manager Organisation &amp; Community Services Director Town Utilities and Plant Manager Works Coordinator Social Services Manager Planning Officer Media and Communications Team Leader Business Improvement &amp; IT Coordinator</p>

Environmental	Use of recycled products. Authority to take the action required to ensure that any activity conducted within your area of responsibility complies with the intent of Council's Policy noting that the Council's Environmental Officer has the lead responsibility for the implementation of this policy and that you must work co-operatively with the Environmental Officer.	Media and Communications Team Leader Social Services Manager Works Coordinator Works Supervisor - Warialda - North Town Utilities and Plant Manager Organisation & Community Services Director Planning & Environment Manager Building Services Manager Chief Financial Officer Works Supervisor Bingara Engineering Services Shire Engineer Aged Care Manager Bingara Preschool Director Engineering Assets Coordinator
Financial	Banking To sign or counter-sign cheques and authorise Electronic Fund Transfers on behalf of Council	Engineering Services Shire Engineer Town Utilities and Plant Manager Payroll Officer Business Improvement & IT Coordinator
General	Inverell/Gwydir Shire Councils Weeds Liaison Committee To act as the Council's representative on the Inverell / Gwydir Shire Councils Weeds Liaison Committee	
General	Consultative Committee To act as a Management representative on the Consultative Committee, if required	Social Services Manager Organisation & Community Services Director Engineering Services Shire Engineer Engineering Assets Coordinator
General	Occupational Health and Safety Committee To act as a Management representative on the Occupational Health and Safety Committee, if required	Engineering Assets Coordinator Organisation & Community Services Director Works Coordinator
Financial	Expenditure Control Authorise the general expenditure to the value of \$30,000 where funds are available in the budget and subject to all relevant policies	Works Coordinator Storeperson Warialda Procurement Officer Engineering Assets Coordinator
Financial	Expenditure Control Authorise the general expenditure to the value of \$75,000 where funds are available in the budget and subject to all relevant policies.	Engineering Services Shire Engineer
Financial	Expenditure Control Authorise the general expenditure to the value of \$5,000 where funds are available in the budget and subject to all relevant policies.	Elected Members Support Officer Building Maintenance Supervisor Aged Care Manager Senior Administration Assistant Utilities Executive Assistant
Financial	Finance To sign bank documents on behalf of Council	Organisation & Community Services Director Chief Financial Officer Business Improvement & IT Coordinator
Human Resources	Personnel To suspend any employee in your area of responsibility (after consultation with General Manager) other than a direct subordinate, and appoint some person to carry on the work until such time as the formal recruitment procedures can be implemented	

Environmental	<p>Personnel To ensure that the Council's Standard Operating Procedures for any work related to the disposal of asbestos is carried out in accordance with the current relevant Australian Standards.</p>	<p>Building Services Manager Works Supervisor Bingara Building Maintenance Supervisor Engineering Services Shire Engineer Planning &amp; Environment Manager Town Services Supervisor Works Supervisor - Warialda - North Town Utilities and Plant Manager</p>
General	<p>Customer Requests To supervise the Customer Requests System and ensure that every effort is made to respond to all requests in a timely manner.</p>	<p>Information Services Officer</p>
General	<p>Customer Requests To ensure that all the staff within your span of control respond to each Customer Request allocated to them for action in a timely manner and keep the Public Officer informed of the reasons for any outstanding requests beyond one month.</p>	<p>Business Improvement &amp; IT Coordinator Engineering Assets Coordinator Engineering Services Shire Engineer Building Services Manager Chief Financial Officer Town Utilities and Plant Manager Works Coordinator Social Services Manager Planning Officer Planning &amp; Environment Manager Organisation &amp; Community Services Director</p>
Financial	<p>Expenditure Control Authorise the general expenditure to an unlimited value where funds are available in the budget and subject to all relevant policies.</p>	<p>General Manager</p>
Procurement	<p>Tenders/Quotations To prepare and call for the submission of tenders, quotations and expressions of interest for the provision/ sale of Heavy Vehicles in accordance with adopted Plant Replacement Program and Policy.</p>	<p>Town Utilities and Plant Manager</p>
Environmental	<p>Asbestos and hazardous materials handling To conduct random but routine work process checks across the organisation as directed by the General Manager or Deputy General Manager. To issue stop work notices if the observed work practice being inspected does not comply with the Council adopted procedures.</p>	
Roads & Drainage	<p>Roads and Drainage That the General Manager be delegated to determine future road closure applications. (Ref: 280/06)</p>	<p>General Manager</p>
Governance	<p>Governance FURTHER, that the Mayor and General Manager are authorised under delegation to approve the affixing of the Common Seal to legal documents which require execution before the next available Ordinary Meeting of Council to implement a previous Council decision whether made by Council or under delegation (Ref: 204/13).</p>	<p>General Manager</p>
General	<p>Namoi Joint Councils Authority for the Mayor, and in the Mayor's absence the Deputy Mayor, to act as Gwydir Shire Council's Namoi Councils Joint Organisation representative.</p> <p>THAT, subject to compliance with the requirements of the Local Government Act 1993 and the regulations made under the Act, and with any express policy of the Council, or regulations of any public authority, the Mayor or Deputy Mayor is authorised to record a vote for or against motions submitted to duly convened meetings of the Namoi Councils Joint Organisation.</p> <p>Any vote recorded by the Mayor or Deputy Mayor will be binding on Gwydir Shire Council.</p>	

General	Relieving Position To assume the delegations relevant to the position of Ranger when acting in that position	
General	Relieving Position To assume the delegations relevant to the position of Technical Services Director when acting in that position	
General	Relieving Position To assume the delegations relevant to the position of Finance Manager when acting in that position	
General	Expenditure Control To assume the delegations relevant to the position of General Manager when acting in that position	Organisation & Community Services Director
Human Resources	Personnel To suspend any employee after consultation with the General Manager	Organisation & Community Services Director
Environmental	Biodiversity Act as the liaison person for the Biodiversity Conservation Act 2016 regarding land tenure issues.	Community Assets Manager
Development	Subdivision To sign off on approved subdivisions (Forms 2 and 6)	Engineering Services Shire Engineer Organisation & Community Services Director Planning Officer
Environmental	Local Environment Plans (Resolution 398/12) Minister for Planning delegates all his functions under Section 59 of the Environmental Planning and Assessment Act for the making of Local Environmental Plans in respect of draft LEPs for local matters where Gwydir Shire Council receives authorisation following a gateway determination.	General Manager
Financial	Finance (Resolution 198/18) FURTHER that the amount fixed under the Local Government (General) Regulation 2005 for the writing off of debts under delegation be adjusted to \$5,000 from the current limit of \$1,000 set in 2006.	General Manager
Financial	Create Authority Requisitions Authorisation to create requisitions in the Authority System.	General Manager Organisation & Community Services Director Aged Care Manager Social Services Manager Payroll Officer Promotions & Tourism Officer Bingara Finance Officer Storeperson Warialda Elected Members Support Officer Information Services Officer GIS Officer Planning Officer Building Maintenance Supervisor Commonwealth Home Support Program Coordinator Warialda Toy Librarian Bingara Preschool Director Social Services Assistant Works Supervisor - Warialda - North Works Supervisor Bingara Town Services Supervisor Parks & Gardens Supervisor Warialda Parks & Gardens Assets & Data Analysis Officer Building Services Manager Procurement Officer Town Utilities and Plant Manager Compliance Officer

Financial	General Expenditure - \$1,000 Limit Authorise the general expenditure to the value of \$1,000 where funds are available in the budget and subject to all relevant policies.	Toy Librarian Information Services Officer Promotions & Tourism Officer Bingara
Financial	General Expenditure - \$2,000 Limit Authorise the general expenditure to the value of \$2,000 where funds are available in the budget and subject to all relevant policies.	Bingara Preschool Director Town Services Supervisor Commonwealth Home Support Program Coordinator Warialda Team Leader Organisation Development Media and Communications Team Leader Service NSW and Tourism Officer Temp GLR & Communications Team Leader Payroll Officer
Financial	General Expenditure - \$5,000 Limit Authorise the general expenditure to the value of \$5,000 where funds are available in the budget and subject to all relevant policies.	Aged Care Manager Building Maintenance Supervisor Senior Administration Assistant Utilities Executive Assistant Elected Members Support Officer
Financial	General Expenditure - \$10,000 Limit Authorise the general expenditure to the value of \$10,000 where funds are available in the budget and subject to all relevant policies.	Works Supervisor - Warialda - North Planning Officer Social Services Manager Finance Team Leader Works Supervisor Bingara Business Improvement & IT Coordinator Community Assets Manager Flood Damage Project Manager Workshop Supervisor
Financial	General Expenditure - \$25,000 Limit Authorise the general expenditure to the value of \$25,000 where funds are available in the budget and subject to all relevant policies.	Building Services Manager Planning & Environment Manager Town Utilities and Plant Manager
Financial	General Expenditure - \$30,000 Limit Authorise the general expenditure to the value of \$30,000 where funds are available in the budget and subject to all relevant policies.	Works Coordinator Engineering Assets Coordinator Procurement Officer Storeperson Warialda
Financial	General Expenditure - \$50,000 Limit Authorise the general expenditure to the value of \$50,000 where funds are available in the budget and subject to all relevant policies.	Chief Financial Officer
Financial	General Expenditure - \$75,000 Limit Authorise the general expenditure to the value of \$75,000 where funds are available in the budget and subject to all relevant policies.	Engineering Services Shire Engineer
Financial	General Expenditure - No Limit Authorise the general expenditure with no limit where funds are available in the budget and subject to all relevant policies.	General Manager Organisation & Community Services Director



**8.5 RaRMS**

<b>File Reference:</b>	NA
------------------------	----

**Delivery Program**

**Goal:** 1. A healthy and cohesive community  
**Outcome:** 1.2 Our community is an inviting and vibrant place to live  
**Strategy:** 1.1.1 Improve local access to health services  
**Author:** Max Eastcott, General Manager

**STAFF DISCLOSURE OF INTEREST Nil**

**IN BRIEF/SUMMARY RECOMMENDATION**

This report is for noting only. Once more definitive information is available it will be submitted to the Council as a Mayoral Report.

**TABLED ITEMS Nil**

**BACKGROUND**

RaRMS has advised the Council that it is ceasing the operational management of the Bingara Medical Centre as from 30<sup>th</sup> September 2022 – see attached correspondence.

Under the current agreement RaRMS are meant to give 6 months' notice of its intention to depart. This is probably academic as it is arguing financial losses as the basis for the decision.

The correspondence requested that the Council respond by Wednesday 3<sup>rd</sup> August 2022. Of course, this was unreasonable but, unfortunately, in keeping with RaRMS recent behaviour of secrecy regarding its intentions.

The Council only members of the Gwydir Health Alliance meet on Tuesday 2<sup>nd</sup> August 2022 to discuss the matter and the best way forward. At this meeting were Crs. J Coulton (Mayor), C Egan and T Galvin together with the General Manager, Deputy General Manager and the Council's Community Assets Manager.

The considered view of this meeting was to completely cut ties with RaRMS but seek the urgent advice from RaRMS on the following matters:

What arrangements are being put in place to ensure that the current permanent staff at the Bingara Medical Centre will receive their lawful entitlements;

What equipment is being transferred back to the Council without cost as indicated at the 28<sup>th</sup> July 2022 meeting;

What interim support is available in order to transfer the IT operation currently operating at the Centre;

That any restrictive trade provisions put in place when the Warialda Medical Centre was transferred to RaRMS be considered null and void (there is a 5 year moratorium on Clem or Di operating in Bingara under the agreement between RaRMS and the Warialda Family Practice);

That the business name "Bingara Medical Centre" is transferred back to Council (Clause 1.5 of the Transition Agreement);

That all the required material developed for the reaccreditation process is transferred back to the Council, once again, without cost; and;

That all the patient records are returned to the Council (Clause 4.8 of the Transition Agreement).

As far as possible the Bingara Medical Centre Practice Manager has been kept informed of these matters as they have been progressing.

A meeting of the Gwydir Health Alliance is scheduled to be held on Thursday 18<sup>th</sup> August 2022.

## COMMENT

At the meeting referred to in the RaRMS' letter held on 28<sup>th</sup> July 2022 the Council requested that the financial details relating to the Bingara Medical Centre be provided for the Council to make an informed decision regarding the future operation of the Centre. This information was not forwarded with the RaRMS' correspondence and a follow-up request was made and this information has now been provided. The RaRMS' emailed response is below:

*I will provide the financials next week once the CFO has a chance to prepare.*

*The service fee is a fixed fee based on the services the community chooses to purchase as set out in the document. If you can identify the services you may wish to purchase I can get our team to meet with you to describe what is included. You can then use this, perhaps, to compare the offering with other market suppliers if you wish.*

*In relation to the timelines, by the 3 August 2022 RARMS only needs to know if Council wants to put in place alternative arrangements for the delivery of services through the Council, or another entity, when RARMS discontinues the existing Rural and Remote Medical Services program on 30 September.*

*We do not need to know the details of the specific arrangements the Council plans to make, only if Council wants us to plan to hand over service delivery to the Council, a community-controlled organisation or another provider on 30 September 2022. We cannot change this timeline as we need to commence transition planning across several locations and there is significant work involved in this process as you will understand.*

The Council is exploring all the immediate options available to the Council to ensure that the Bingara Medical Centre opens on Monday 3<sup>rd</sup> October 2022 or shortly after.

The least favoured option is for the Council to resume a more direct role in the operation of the Medical Centre.

Obviously, the Council will support and facilitate a more permanent longer-term solution. This will require close cooperation with the current Medical Centre doctors, other staff, especially the Practice Manager, which has commenced.

Possibly the Council's staff will need to put in place the processes required to maintain the payroll function and the IT support needed on a contract fee for service basis to any new 'owner'.

The Council's staff has already commenced initial discussions about the options available with adjoining doctors' practices and other service providers. More detail on these discussions will be forthcoming as the detailed planning is finalised.

### **OFFICER RECOMMENDATION**

**THAT the information report is noted.**

### **ATTACHMENTS**

1. 220729 Gwydir Council - Discontinuance of RARMS Program [8.5.1 - 5 pages]
2. RARMS [8.5.2 - 2 pages]
3. 14 13688 Signed Bingara Medical Centre Transition to Rural and Remote Medical Services - Ra RMS - 1 [8.5.3 - 12 pages]

### **COUNCIL RESOLUTION:**

**THAT the information report is noted.**

**(Moved Cr J Coulton, Seconded Cr Egan)**

### **CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Moore and Cr Smith**

**Against: Nil**

Crs Galvin and Matthews declared a pecuniary interest and left the meeting during the discussion on this item.



Suite 2, 53 Cleary Street  
Hamilton NSW 2303  
T 02 4062 8900 | E info@rarms.org.au |  
| W [www.ruralandremotetheath.org.au](http://www.ruralandremotetheath.org.au) |  
ABN 29 097 201 020

Clr John Coulton  
Mayor  
Gwydir Shire Council  
2 Geddes Street  
**Warialda NSW 2402**

29 July 2022

Dear Clr Coulton,

I refer to our meeting on 28 July 2022 to discuss the decision of the Board of RARMS to discontinue offering the 'Rural and Remote Medical Services Program' in Bingara with effect from Friday 30 September 2022.

We are committed to working collaboratively with Gwydir Shire Council to transfer responsibility for the management of the community health service back to the Council, or to another appropriate community organisation, with effect from 30 September 2022. We will work with you to ensure that existing staff and doctors can be formally transferred to the payroll of the Council or such other body as you advise.

We are advising you now so that there is time for the processes to be put in place to facilitate the finalisation of the transfer with effect on 30 September 2022 so the practice can open 3 October 2022 and continue to provide services to the community.

To replace the discontinued Rural and Remote Medical Services Program we have designed a new "Rural Practice Support Program" (RPSP) that we are happy to discuss with the Council as an alternative model to support your community health service. A copy of a flier and pricing is attached. As we discussed, this is a fee-for-service model built around our charitable mission.

The primary difference between the two programs is that under the new model we can no longer subsidise losses incurred by rural community medical centres as this is no longer financially viable. The new RPSP model requires that the Council or a community-led organisation will take primary responsibility for the financial sustainability of the practice, including staffing. We are otherwise able to provide the same level of practice management support to the Council or the new community-controlled organisation that you have come to expect.

We believe that the Council or a community-led organisation is better placed to respond to the health needs of the community and to advocate to governments to secure the funding support required to make up the financial gap resulting from inadequate Medicare funding and the rising cost of medical workforce recruitment and retention.

We understand that the Council may wish to talk to alternative providers to explore service options, and we encourage you to do so. If Council wishes to work with another charity, private provider, or to transfer responsibility for patient care to the local hospital, we are committed to working with that service to facilitate the transfer of practice support by 30 September 2022.



Suite 2, 53 Cleary Street  
Hamilton NSW 2303  
T 02 4062 8900 | E info@rarms.org.au |  
| W [www.ruralandremotehealth.org.au](http://www.ruralandremotehealth.org.au) |  
ABN 29 097 201 020

We remain as always committed to the Bingara community and patients to ensure that they can continue to access services into the future from their local Council health service. We do not see any reason why services cannot continue under a new organisational structure.

#### **Why is this happening?**

There are a number of reasons for the current situation.

#### *“Move Away from the VMO Model”*

The success of the ‘Rural and Remote Medical Services Program’ over 20 years relied on access to additional government funding which was historically provided by the NSW Government through cashed-in VMO contracts.

This funding enabled us to pay for leasing, equipment, ICT, accreditation, clinical governance, recruitment, HR, nursing and practice staff, advertising, and most importantly, business continuity - additional costs that are not met by Medicare or other government funding sources to run community practices in rural and remote areas.

The decision of the NSW Government to “move away from the VMO model” led to funding for the Rural and Remote Medical Services Program offered by RARMS being withdrawn in 2019. This had a significant impact on the cash-flow of the Rural and Remote Medical Services Program resulting in flow-on impacts to the financial sustainability of health services across numerous rural and remote communities in NSW.

The JobKeeper program provided us as a charity with temporary funding relief and we used this period to keep community health services going where possible and engage with government around long-term solutions.

Unfortunately, with the JobKeeper program ending we no longer have the funds to continue to support the ‘Rural and Remote Medical Services Program’ in Bingara or any other community without a new package of government support which has not been forthcoming

We have called on Government to reinstate a JobKeeper program for rural and remote community health organisations to prevent the closure of up to 40 rural practices in NSW. We have also written to the NSW Minister for Regional Health and the Deputy Premier requesting interim support while the government addresses rural medical workforce issues.

We are aware that the NSW Government is preparing a new “Regional Health Plan”. This may address the issues, but unfortunately, we are not aware of the content of the plan or the proposed approach. Further, the Federal Government committed \$136 million during the election to rural and remote health, but once again we have no insight into what is planned for this money. We would strongly recommend that accessing new funding is a responsibility that the Council should take up on behalf of the community with vigour.

#### *Failure of Rural and Remote Medical Workforce Policies*

As we discussed, in 2011 the Federal Government established a new rural medical workforce program to address the decline in GPs living and working in rural and remote towns.

Despite clear data showing that these programs were not delivering more Australian medical graduates to rural and remote practice, little was done to address the performance of the program.



Suite 2, 53 Cleary Street  
Hamilton NSW 2303  
T 02 4062 8900 | E info@rarms.org.au |  
| W [www.ruralandremotethealth.org.au](http://www.ruralandremotethealth.org.au) |  
ABN 29 097 201 020

As a result, the total number of Australian medical graduates wanting to become GPs has fallen from 50% of graduates to 15% this year.

Today, rural and remote Australians largely rely on highly capable overseas doctors to permanently staff their community health services, however this pipeline has at times been poorly managed and has failed to ensure fair access to GPs in rural and remote communities

According to the Rural Doctors Network, NSW has lost 75% of its rural generalist workforce in the last decade alone. If this trend is allowed to continue there will be no rural generalist left in rural and remote NSW within 4 years.

Further, an independent 2022 report by Deloitte ([https://www.cornerstonehealth.com.au/sites/default/files/reports/DAE\\_Cornerstone%20Health\\_GP\\_Workforce\\_2022\\_FINAL\\_05May22.pdf](https://www.cornerstonehealth.com.au/sites/default/files/reports/DAE_Cornerstone%20Health_GP_Workforce_2022_FINAL_05May22.pdf)) found that Australia will have a shortfall of 11,392 (28%) full-time GPs by 2032. To understand the significance of this shortfall, according to the Health Workforce Dataset, in 2016 there were 2,527 GPs working in rural and remote Australia.

The supply of GPs was further impacted by the persistent failure to seriously address the gap between Medicare rebates and the higher cost of running medical services in rural and remote communities.

The decision of the Federal Government to cut immigration completely during COVID, including essential workers such as doctors and nurses, has meant that the inadequate number of GPs coming into rural and remote practice from overseas has fallen even further. As a result, we are in the middle of the worst shortage of GPs and nurses in our country's history.

It must be understood that the problems of rural health and workforce policy existed well before COVID. COVID has simply placed a spotlight on the policy problems.

#### *The Rise of the Locum*

In the past, locums played an important role in the health system filling-in for GPs and hospitalists when they went on leave or were sick. Due to the chronic shortage of GPs able to work in hospitals, locums have now become endemic in the health and hospital system.

As shortages have increased, locum costs in some cases have more than tripled. Medical graduates today are presented with a choice: toil away in general practice to earn \$39.75 for a standard consultation through Medicare or work part-time and earn \$2,500-\$3,500 a day as a locum.

#### **Impact of these policy failures**

The impact of these policy decisions has fallen largely on rural and remote communities.

There are fewer Australian medical graduates wanting to become GPs, and even fewer wanting to work in rural general practice.

Despite the reliance of our communities on overseas doctors, various barriers, cuts and policy changes have hampered the supply of GPs to rural and remote communities which continue to this day.



Suite 2, 53 Cleary Street  
Hamilton NSW 2303  
T 02 4062 8900 | E info@rarms.org.au |  
W [www.ruralandremotehealth.org.au](http://www.ruralandremotehealth.org.au) |  
ABN 29 097 201 020

Last week, the new Federal Government announced an expansion of the District Priority Areas (DPA) to include regional cities and peri-urban areas removing much of the benefit of the program for rural and remote communities in securing local GPs.

Further, the plan by the Federal Government to require a 24/7 Registered Nurse in every Residential Aged Care Facility, whilst admirable, is likely in the absence of a dramatic increase in the supply of nurses to further increase the cost of attracting qualified nurses to work in primary health care in rural and remote towns, as well as result in the displacement of older Australians from their communities when they are most vulnerable.

The combined impact of the fragmented decision making processes around health care has been an increase in demand for hospital services for patients that should have been seen by a GP, overcrowded emergency departments and ambulance ramping, rural hospitals without doctors resulting in the avoidable deaths of patients, and massive increases in the cost of health to individuals and taxpayers.

These increases in costs have depleted our historic ability to cross-subsidise our rural and remote network of community health centres without additional government support and led to the regrettable decision to discontinue our Rural and Remote Medical Services Program with effect from 30 September 2022.

**Next Steps**

As stated, we will work collaboratively with the Council and community to ensure services can continue in Bingara. We do not believe there is any case for the Council to close the practice. However, a new structure is required to reflect the changed financial and policy environment.

We stand ready to assist the Council to assume direct responsibility for the management of services; to transfer management to another operator; or assist in establishing a community charitable entity to assume responsibility for the provision of services in the future.

We are also pleased to offer the services of our new RPSP to support the Bingara Medical Centre to continue to provide ongoing care now and into the future.

**Can you please confirm your desired approach no later than Wednesday 3 August 2022 so that we can commence the transition planning?**

Yours sincerely

Mark Burdack  
Chief Executive Officer  
RARMS



Suite 2, 53 Cleary Street  
Hamilton NSW 2303  
T 02 4062 8900 | E [info@rarms.org.au](mailto:info@rarms.org.au) |  
| W [www.ruralandremotehealth.org.au](http://www.ruralandremotehealth.org.au) |  
ABN 29 097 201 020





# RURAL PRACTICE SUPPORT PROGRAM

A CHARITABLE PROGRAM OF RURAL & REMOTE MEDICAL SERVICES



The Rural Practice Support Program has been designed to support community-controlled and owner-operated general practices in rural and remote communities with operational, staff, Medicare, performance and financial management to allow doctors and health staff to focus on their core role as clinical leaders and health services providers.

## HR SYSTEMS

- Access to employment commencement support (includes onboarding, document management)
- Preparation of employment contracts
- Preparation of letters notifying of change in conditions
- HR advice in relation to any workplace incidents/change management
- Staff access to Employee Assistance Program (EAP)
- Workplace investigations (quoted separately)
- Annual WHS audit with recommendations

*Workers compensation insurance is charged separately at 2.5% of gross wages.*

**Pricing for service is based on headcount:**

- 1-5 employees
- 6-10 employees
- 11-15 employees

ONE OFF	RECURRING (ANNUAL)
5,750.00	9,290.00
6,500.00	13,580.00
7,250.00	17,870.00
	6,337.50
	8,450.00
	10,562.50
	12,675.00
	6,337.50
	6,500.00

## PAYROLL SYSTEMS AND SERVICES

- Fortnightly payroll processing
- Online rostering, timesheets and leave management system
- Salary packaging management through third party (requires HR Systems and Support service).

**Pricing for service is based on headcount:**

- 1-5 employees
- 6-10 employees
- 11-15 employees

Accounts Payable Processing - medical practice-related invoices only.  
 Access to preferred suppliers - practice benefits from trade discounts and NFP pricing.

Medicare Receiving and Disbursement of Practitioner Payments

Financial Reporting/Benchmarking/Practice and Patient Intelligence to improve performance

## MARKETING

### Quarterly Campaign

- Letter Drop (10,000 homes in region)
- Newspaper advertising (Glenn Innes Examiner + Tenterfield Star)
- Social Media advertising

### Social Media Set-Up

- Facebook Page
- Ad Account

### Annual Social Media Management

- Content curation and scheduling
- Post Moderation

### Rebrand & Signage

- Practice logo + branding
- Practice Signage
- Practice collateral (business cards, letterheads, posters etc)

### Basic Website

ONE OFF	RECURRING (ANNUAL)
	5400 (each quarter) <i>price dependant on reach &amp; audience size</i>
	300
	5600
	9400
	3500

### Terms and Conditions

Pricing and availability are correct as at the date of publication and are subject to change without notice.

**Transition Agreement**

Rural and Remote Medical Services Limited  
Gwydir Shire Council

**Table of contents**

<b>Parties</b> .....	<b>1</b>
<b>Background</b> .....	<b>1</b>
<b>Operative provisions</b> .....	<b>1</b>
<b>1 Provision of primary healthcare services in Bingara</b> .....	<b>1</b>
<b>2 Term of Agreement</b> .....	<b>2</b>
Termination if Premises become unsuitable for the intended purpose.....	2
<b>3 Agreement to sublease Premises</b> .....	<b>2</b>
Lease of Premises .....	2
<b>4 Bingara Medical Centre assets</b> .....	<b>2</b>
Medical Centre Assets .....	2
Medical Records .....	3
<b>5 Operation of the Bingara Medical Centre</b> .....	<b>3</b>
Status and liability of the Bingara Medical Centre .....	3
Operating and other costs of the Bingara Medical Centre.....	3
Staff of Bingara Medical Centre .....	4
Entire agreement.....	4
Execution of separate documents.....	5
Further acts .....	5
Goods and services tax.....	5
No assignment by RaRMS .....	5
Severability .....	5
Variation.....	5
Waivers .....	5
<b>6 Notices</b> .....	<b>6</b>
Giving notices .....	6
Change of address or fax number .....	6
Time notice is given .....	6
<b>7 Definitions and interpretation</b> .....	<b>7</b>
Definitions .....	7
Interpretation .....	7
<b>Execution and date</b> .....	<b>9</b>
<b>Schedule 1</b> .....	<b>10</b>

### Parties

**Rural and Remote Medical Services Limited** ABN 29 097 201 020 of Suite 19, Level 3 133 King Street, Newcastle NSW 2300 (**RaRMS**)

**Gwydir Shire Council** ABN 11 636 419 850 of 33 Maitland Street, Bingara NSW 2404 (**GSC**)

### Background

- A For some time, GSC has managed the provision of primary healthcare services in Bingara from the "Bingara Medical Centre" (**BMC**) at the Premises.
- B In consideration of the payment of rent under the Lease, GSC has now decided to transfer the management rights of the BMC to RaRMS.
- C RaRMS wishes to support the continued provision of primary healthcare services in Bingara and to utilise the Premises to continue to provide primary healthcare services to the Bingara community.
- D The parties have agreed to the terms under which RaRMS will assume responsibility for the management rights of the BMC and lease the Premises from GSC.

### Operative provisions

#### 1 Provision of primary healthcare services in Bingara

- 1.1 In consideration of the payment of rent under the Lease to GSC by RaRMS, GSC has agreed to transfer the management rights of the BMC to RaRMS.
- 1.2 In recognition of GSC's agreement to transfer the management rights of the BMC and make available the Premises, Medical Centre Assets and the Medical Records, RaRMS agrees to provide Medical Practitioners in order to continue to provide quality rural primary healthcare services to the Bingara community at the Premises for the term of this Agreement (**Intended Purpose**).
- 1.3 RaRMS agrees to enter into the Lease with the GSC for the Premises.
- 1.4 The Parties acknowledge and agree that RaRMS will enter into separate agreements with Medical Practitioners in order to supply the services referred to in 1.2.
- 1.5 The business name "Bingara Medical Centre" will be transferred to RaRMS on or about the Commencement Date. RaRMS agrees that upon termination of this Agreement, it will transfer the business name "Bingara Medical Centre" back to the GSC or to an entity approved by GSC.

## 2 Term of Agreement

- 2.1 This Agreement commences on the Commencement Date and is for a term of 3 years (**Initial Term**), with a further 3 year option to RaRMS (**Optional Term**). The option may be exercised with the agreement of the parties in writing at least 60 days prior to the end of Initial Term.
- 2.2 Provided that at least 90 days have elapsed from the Commencement Date, RaRMS or GSC may terminate this Agreement with 6 months written notice without cause.
- 2.3 GSC may terminate this Agreement with 1 weeks notice if RaRMS fails to provide the primary healthcare services as set out in Clause 1 or if it has committed a fundamental breach under the Lease.
- 2.4 If the option is exercised, this Agreement may be extended beyond the Optional Term if agreed to in writing by the Parties, at least 60 days prior to the expiration of the Optional Term.

### Termination if Premises become unsuitable for the Intended Purpose

- 2.5 This Agreement terminates, effective immediately, should the Premises become unsuitable or unavailable for the Intended Purpose.

## 3 Agreement to sublease Premises

### Lease of Premises

- 3.1 RaRMS agrees to lease the Premises from GSC on the terms agreed to in the Lease.
- 3.2 GSC agrees to allow RaRMS to sub-let or otherwise provide access, to rooms in the Premises, to other providers (eg Allied Health Professionals etc), provided such use is consistent with the Intended Purpose.

## 4 Medical Centre Assets

### Medical Centre Assets

- 4.1 With the exception of the Holden Adventra station wagon referred to in Clause 4.4, GSC agrees to transfer all Medical Centre Assets to RaRMS. RaRMS agrees to maintain and replace the Medical Centre Assets as appropriate and necessary.
- 4.2 GSC will resume ownership of the Medical Centre Assets, without cost, on termination or expiration of this Agreement.
- 4.3 Additional assets used in the Premises that are acquired by RaRMS following the commencement of this Agreement will remain the property of RaRMS (**RaRMS Assets**). However, RaRMS agrees that all RaRMS Assets will be acquired on the basis that GSC is given a legally enforceable option to purchase all or part of the RaRMS assets on termination or expiration of this Agreement. The price paid for the RaRMS Assets by GSC will be as agreed between the parties or failing agreement as

determined by an independent valuer appointed by the NSW Medical Board, the costs of which will be borne by the parties in equal shares.

- 4.4 In lieu of payment for the Holden Adventra station wagon owned by the GSC and which will continue to be used by BMC staff, RaRMS agrees to fund the upgrade to the computer server within the BMC within 3 months of the Commencement Date.

**Medical Records**

- 4.5 GSC agrees to transfer all medical records, hardcopy and electronic, of the BMC to RaRMS.
- 4.6 The parties will inform the patients of the BMC of the transfer of the management of the BMC to RaRMS as soon as reasonably possible.
- 4.7 RaRMS agrees to ensure that medical practitioners practicing in the BMC, maintain and update these medical records in accordance with general practice standards and appropriate laws.
- 4.8 RaRMS agrees to transfer at no cost, these updated records, to either GSC or another medical practitioner on termination or expiration of this Agreement.
- 4.9 The transfer and all use of the Medical Records by RaRMS and medical practitioners within the BMC must comply with applicable laws including privacy law.

**5 Operation of the Bingara Medical Centre**

**Status and liability of the Bingara Medical Centre**

- 5.1 The Parties acknowledge that from the Commencement Date the BMC is an independent primary healthcare facility hosting individual Medical Practitioners, managed by RaRMS. RaRMS has no liability for the conduct or operation of the individual Medical Practitioners, including the provision of medical or other health care professional services to patients.
- 5.2 Individual Medical Practitioners will maintain all Insurances required by law or that a prudent general practitioner would maintain for the conduct of a rural general practice and will provide evidence of such insurance to RaRMS when requested to do so. RaRMS is responsible for maintaining appropriate workers compensation, public liability, professional indemnity, in relation to its own staff, general asset and business liability insurance.

**Operating and other costs of the Bingara Medical Centre**

- 5.3 RaRMS is responsible for all costs arising from the operation of the BMC from the Commencement Date.
- 5.4 The parties must use their best endeavours to, in respect of each Contract:
- 5.4.1 novate GSC's rights and obligations under that Contract to RaRMS by the Completion Date; or

5.4.2 assign to RaRMS the benefit of that Contract by the Completion Date,  
and to procure that the novation or assignment takes effect from the Completion Date

5.5 Where an assignment or novation required under clause 5.4 has not occurred by the Completion Date, the parties must use their respective best endeavours to ensure that novation or assignment occurs in accordance with this agreement as soon as reasonably practicable after the Completion Date.

**Staff of Bingara Medical Centre**

- 5.6 GSC undertakes that all employees of BMC will be terminated prior to the Commencement Date. GSC is responsible for all payments to those employees arising from their employment with BMC up to the date of termination, including annual leave, long service leave and any redundancy entitlement.
- 5.7 RaRMS will re-employ the current BMC staff under the Health Professionals and Support Services Award, and the Nurses Award (as appropriate), for a minimum period of 6 months.

**Warranties**

- 5.8 RaRMS makes the following warranties:
- 5.8.1 the execution, delivery and performance of this Agreement complies with its constitution or other constituent documents and does not constitute a breach of any law or obligation, or cause or result in default under any agreement, by which it is bound and which would prevent it from entering into and performing its obligations under this Agreement;
- 5.8.2 it has full power and capacity to enter into and perform their obligations under this Agreement;
- 5.8.3 it is validly incorporated, organised and subsisting in accordance with laws of its place of incorporation;
- 5.8.4 it has not gone, or is proposed to go, into liquidation, passed a winding up resolution or commenced steps for winding up or dissolution;
- 5.8.5 it has not entered into, or taken steps or proposed to enter into, any arrangement, compromise or composition with or assignment for the benefit of its creditors or a class of them;
- 5.8.6 it is able to pay its debts as and when they fall due,

**Entire agreement**

5.9 This Agreement contains everything the parties have agreed in relation to the subject matter it deals with. No party can rely on an earlier written document or anything said or done by or on behalf of another party before this Agreement was executed.



**Execution of separate documents**

- 5.10 This Agreement is properly executed if each party executes either this Agreement or an identical document. In the latter case, this Agreement takes effect when the separately executed documents are exchanged between the parties.

**Further acts**

- 5.11 Each party must at its own expense promptly execute all documents and do or use reasonable endeavours to cause a third party to do all things that another party from time to time may reasonably request in order to give effect to, perfect or complete this Agreement and all transactions incidental to it.

**Goods and services tax**

- 5.12 The parties acknowledge that the business being transferred is being transferred as a going concern within the meaning of a "New Tax System (Goods and Services) Act 1999" and accordingly, no GST is applicable to the transaction.

**Governing law and jurisdiction**

- 5.13 This Agreement is governed by the law of New South Wales. The parties submit to the non-exclusive jurisdiction of its courts and courts of appeal from them. The parties will not object to the exercise of jurisdiction by those courts on any basis.

**No assignment by RaRMS**

- 5.14 Both Parties agree that RaRMS must not assign or transfer any of their rights or obligations under this Agreement without the prior written consent of GSC.

**Severability**

- 5.15 Each provision of this Agreement is individually severable. If any provision is or becomes illegal, unenforceable or invalid in any jurisdiction it is to be treated as being severed from this document in the relevant jurisdiction, but the rest of this Agreement will not be affected. The legality, validity and enforceability of the provision in any other jurisdiction will not be affected.

**Variation**

- 5.16 No variation of this Agreement will be of any force or effect unless it is in writing and signed by each party to this Agreement.

**Waivers**

- 5.17 A waiver of any right, power or remedy under this Agreement must be in writing signed by the party granting it. A waiver is only effective in relation to the particular obligation or breach in respect of which it is given. It is not to be taken as an implied waiver of any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasion.
- 5.18 The fact that a party fails to do, or delays in doing, something the party is entitled to do under this Agreement does not amount to a waiver.

**6 Notices**

**Giving notices**

- 6.1 Any notice or communication given to a party under this Agreement is only given if it is in writing and sent in one of the following ways:
- 6.1.1 Delivered or posted to that party at its address and marked for the attention of the relevant department or officer (if any) set out below.
  - 6.1.2 Sent via email to that party at its email address and marked for the attention of the relevant person set out below.
  - 6.1.3 Faxed to that party at its fax number and marked for the attention of the relevant department or officer (if any) set out below.

**RARMS**

Name: Rural and Remote Medical Services Limited  
 Address: Suite 19, Level 3 133 King Street Newcastle NSW 2300  
 Telephone: 02 4924 8000  
 Email: shatton@rarms.com.au  
 Fax number: 02 4924 8010  
 Attention: Mr Shane Hatton

**GSC**

Name: Gwydir Shire Council  
 Address: 33 Maitland Street, Bingara NSW 2404  
 Telephone: 02 6724 2000  
 Email: meastcott@gwydir.nsw.gov.au  
 Fax number: 02 6724 1771  
 Attention: Mr Max Eastcott

**Change of address or fax number**

- 6.2 If a party gives the other party three business days' notice of a change of its address, email or fax number, any notice or communication is only given by that other party if it is delivered, posted, emailed or faxed to the latest address, email address or fax number.

**Time notice is given**

- 6.3 Any notice or communication is to be treated as given at the following time:
- 6.3.1 If it is delivered, when it is left at the relevant address.
  - 6.3.2 If it is sent by post, two (or, in the case of a notice or communication posted to another country, nine) business days after it is posted.
  - 6.3.3 If sent via email, as soon as the sender receives from the sender's email, a delivery receipt confirming an error free email delivery.
  - 6.3.4 If it is sent by fax, as soon as the sender receives from the sender's fax machine a report of an error free transmission to the correct fax number.

- 6.4 However, if any notice or communication is given, on a day that is not a business day or after 5pm on a business day, in the place of the party to whom it is sent it is to be treated as having been given at the beginning of the next business day.

## 7 Definitions and interpretation

### Definitions

- 7.1 In this Agreement the following definitions apply:

**Commencement Date** means 1 July 2014.

**Contracts** means the agreements in respect of the BMC to which GSC is a party and which are wholly or partly to be performed after the Completion Date and all outstanding offers by or to GSC relating to the BMC, but excluding contracts with BMC employees and contracts of insurance.

**Lease** means a lease for the Premises to be entered into by the parties on or about the date of this Agreement.

**Medical Centre Assets** means the furniture, equipment and other materials described in Schedule 1, but to avoid doubt does not include the Holden Adventra station wagon used by the Bingara Medical Centre staff.

**Medical Practitioner** means a medical practitioner who is registered under the Health Practitioner Regulation National Law (as in force in each State and Territory) and holds all necessary and current Australian accreditations and qualifications.

**Medical Records** means all clinical records, hardcopy and electronic, of patients treated at or by medical practitioners practising in the BMC and all additional clinical information and records on those patients

**Premises** means the building presently owned by GSC and used by BMC at 94 Maitland Street, Bingara NSW 2404.

### Interpretation

- 7.2 In the interpretation of this Agreement, the following provisions apply unless the context otherwise requires:

7.2.1 Headings are inserted for convenience only and do not affect the interpretation of this Agreement.

7.2.2 A reference in this Agreement to a business day means a day other than a Saturday or Sunday on which banks are open for business generally in Sydney, New South Wales.

7.2.3 If the day on which any act, matter or thing is to be done under this Agreement is not a business day, the act, matter or thing must be done on the next business day.

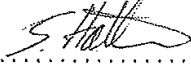
- 7.2.4 A reference in this Agreement to any law, legislation or legislative provision includes any statutory modification, amendment or re-enactment, and any subordinate legislation or regulations issued under that legislation or legislative provision.
- 7.2.5 A reference in this Agreement to any agreement or document is to that agreement or document as amended, novated, supplemented or replaced.
- 7.2.6 A reference to a clause, part, schedule or attachment is a reference to a clause, part, schedule or attachment of or to this Agreement.
- 7.2.7 An expression importing a natural person includes any company, trust, partnership, joint venture, association, body corporate or governmental agency.
- 7.2.8 Where a word or phrase is given a defined meaning, another part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning.
- 7.2.9 A word which denotes the singular also denotes the plural, a word which denotes the plural also denotes the singular, and a reference to any gender also denotes the other genders.
- 7.2.10 A reference to the word 'include' or 'including' is to be construed without limitation.
- 7.2.11 A reference to this Agreement includes the agreement recorded in this Agreement.
- 7.2.12 Any schedules and attachments form part of this Agreement.

**Execution and date**

Executed as an agreement.

Date: 1/07/2014

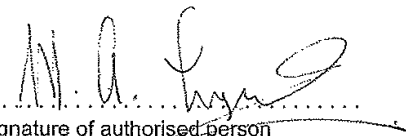
Signed for and on behalf of **Rural and Remote Medical Services Limited** in the presence of:



Signature of witness

Shane Hatten

Name of witness (print)



Signature of authorised person

M. A. LYNCH

Name of authorised person (print)

Director, RRMS

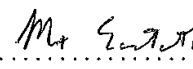
Signed for and on behalf of **Gwydir Shire Council** in the presence of:



Signature of witness

LEEAH FRANCES DALEY

Name of witness (print)



Signature of authorised person

MAX EASTCOTT

Name of authorised person (print)

Schedule 1 – Medical Centre Assets

*[insert details of the assets]*

## 8.6 NCOSS' Report 'Tough Times, Hard Choices'

**File Reference:** NA

### **Delivery Program**

**Goal:** 4. Proactive regional and local leadership

**Outcome:** 4.1 We are an engaged and connected community

**Strategy:** 4.1.1 Encourage an informed community

**Author:** General Manager

**STAFF DISCLOSURE OF INTEREST** Nil

### **IN BRIEF/SUMMARY RECOMMENDATION**

This report is for notation.

**TABLED ITEMS** The full report was distributed to all Councillors via email.

### **BACKGROUND**

The NSW Council of Social Service has partnered with the University of Technology for research on the cost-of-living pressures.

Titled 'Tough times, hard choices: struggling households and rising cost of living in NSW' it presents the findings of a survey of over 1,000 people in NSW on low incomes and living below the poverty line, highlighting the regions and groups most impacted.

The recommendations put to the NSW Government that flowed from the research are attached.

The full report has been circulated via email.

### **OFFICER RECOMMENDATION**

**THAT the report is noted and received.**

### **ATTACHMENTS**

1. NCOSS Recommendations [8.6.1 - 6 pages]

### **COUNCIL RESOLUTION:**

**THAT the report is noted and received.**

**(Moved Cr D Coulton, Seconded Cr Matthews)**

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**



# Tough Times, Hard Choices

Recommendations to the NSW Government

July 2022

## About NCOSS

The NSW Council of Social Service (NCOSS) is the peak body for the social services sector in NSW. With over 400 members and a wider network of organisations and individuals who share our values, we advocate to alleviate poverty and disadvantage in NSW.

NCOSS was founded in 1934 during the Great Depression when unemployment rose to 28% and extreme poverty was rampant. With few government programs available, assistance was provided through a limited number of overstretched religious charities. A small group was motivated to improve the lives of those suffering and so the NSW Council of Social Services was formed, to coordinate relief efforts and maximise benefit for those in need. Our core vision remains unchanged: a NSW free from poverty and disadvantage.

To achieve this vision, we work to:

- Amplify the experience of people affected by poverty and disadvantage
- Support a diverse, collaborative and innovative community sector
- Form constructive partnerships to influence change
- Ensure a strong, effective and sustainable organisation.

Over 880,000 people are living below the poverty line in NSW and this number is growing. As communities struggle to meet the cost-of-living, many people are being left behind. Natural disasters as well as the COVID-19 pandemic have exacerbated the already growing number of vulnerable communities.

As the peak body for the social services sector, NCOSS is uniquely placed to work together with our members, government, business and other stakeholders to strive for a more equitable and inclusive society. We provide a platform for sharing information and resources, developing agreed positions, progressing joint work and seeking greater transparency and delivery on commitments from government.

Published July 2022.

© NSW Council of Social Service (NCOSS)

This publication is copyright. Non-profit groups have permission to reproduce part of this report as long as the original meaning is retained, and proper credit is given to NCOSS. All other persons and organisations wanting to reproduce material from this report should obtain permission from the publishers, except as used under fair dealing exceptions of copyright law.

NCOSS can be found at:

Yirranma Place, Level 1, 262 Liverpool St, DARLINGHURST NSW 2010

phone: (02) 9211 2599

email: [info@ncoss.org.au](mailto:info@ncoss.org.au)

website: [www.ncoss.org.au](http://www.ncoss.org.au)

facebook: [on.fb.me/ncoss](https://on.fb.me/ncoss)

twitter: [@ncoss](https://twitter.com/ncoss)

## Overview

NCOSS' 2022 Cost-of-Living in NSW research report, [Tough Times, Hard Choices: Struggling households and the rising cost-of-living in NSW](#), has uncovered the devastating choices low-income households and people living below the poverty line are making daily in order to survive. The effects of COVID, overseas turmoil and natural disasters continue to drive up the cost of housing and everyday essential items. People are experiencing the impacts of this across Australia, but those who are on the lowest incomes are feeling it the most, with very little choice but to forego spending on essentials to make ends meet.

This research highlights that in regions right across NSW, low-income households and those below the poverty line are at breaking point. Feedback from the survey and focus groups gives some indication of the distress that the rapid increase in everyday living costs is causing, and the extreme steps households are taking.

This aligns with reports from NCOSS member organisations of increasingly high demand for services, with more people needing assistance to meet their daily needs and to navigate complex online administrative processes to obtain government assistance. Aboriginal Community- Controlled Organisations report significant concern that the combination of cost-of-living pressures and a lack of safe, secure, and adequate housing is having dire consequences for Aboriginal women and children.

Now is the time for the NSW Government to implement urgent, targeted measures that will ease the pressure for these households. These measures need to be prioritised for households with existing vulnerabilities, in extreme housing stress and living below the poverty line. Our recommendations to the NSW Government, developed in consultation with representatives from the social services sector across NSW, provide a practical roadmap to achieve this.

### 1. Raise the rate of income support payments

When the Coronavirus supplement temporarily increased income support to above the poverty line, it made a powerful impact on people's lives. It meant that those relying on income support such as JobSeeker and Youth Allowance were finally able to keep up with rent and bills and access the essentials. Currently people receiving JobSeeker are trying to survive on \$46 a day. With such significant recent increases to the cost of housing and essential items, this further entrenches them in a cycle of disadvantage.

In addition to advocating to increase Commonwealth Rent Assistance (see 1.4) the NSW Government should advocate to the Commonwealth Government to increase JobSeeker, Youth Allowance, Austudy, Abstudy and Parenting Payments permanently and adequately by between \$185 per week (to the pension rate) and \$275 per week.

## 2. Invest in social housing

In Australia, per head of population, social housing is shrinking. In 1994, it made up six per cent of all housing. Today it is just four per cent<sup>1</sup>. NSW is experiencing a social and affordable housing crisis that has worsened over the last decade of neglect and recent events including bushfires, floods, and the pandemic. There are more than 50,000 people waiting for social housing with wait times of up to 10 years and more<sup>2</sup>.

While social and community housing once played an important role in assisting vulnerable people to have a safe and secure home, the underinvestment over the last few decades has significantly weakened the current state of social housing.

The NSW Government should, in partnership with Community Housing Providers (including Aboriginal Community Housing Providers) and local government, invest in a multi-year construction program to grow the supply of social housing stock across NSW with a view to:

- 2.1. Return supply to at least 6% of overall housing (the average across wealthy nations<sup>3</sup>) to address the chronic shortfall and relieve high rates of housing stress across Greater Sydney and regional NSW.
- 2.2. Commence construction projects in areas where there is high housing stress and available land, labour supply and immediate benefits for local economies and households in need.
- 2.3. Prioritise new stock for households with existing vulnerabilities and facing health risks including people with disabilities, Aboriginal and Torres Strait Islander families and carers.
- 2.4. Investigate innovative approaches including conversion of existing buildings, construction in airspace above shops and the use of prefabricated housing.

## 3. Make energy affordable and efficient

Energy-efficient and healthy housing measures can improve quality of life, benefit the economy, and contribute significantly to both climate change mitigation and adaptation. Investing to support households on lower incomes to live in efficient, healthy housing will create local jobs, savings for the health system, and protect the environment. Households living on lower incomes continue to spend a significant part of their disposable income on energy costs. They often have little control over the energy efficiency of their home and little financial capacity to upgrade old, polluting, inefficient appliances.

<sup>1</sup> Everybody's Home Budget Paper (2022) accessed through <https://everybodyshome.com.au/wp-content/uploads/2022/02/EH-Election-2022-Budget-Position-Paper-v04b.pdf>

<sup>2</sup> Community Housing Industry Association NSW (2020) as accessed through <https://communityhousing.org.au/media-releases/we-cant-wait-new-campaign-to-end-housing-limbo-for-50000-families/#:~:text=Course%20Dates-,%20Can't%20Wait%3A%20new%20campaign%20to%20end,%20safe%2C%20secure%20and%20affordable%20housing.>

<sup>3</sup> Organisation for Economic Co-operation and Development (2020) as accessed through <https://www.oecd.org/social/social-housing-policy-brief-2020.pdf>

The NSW Government should support low-income households (including private renters and public housing tenants) to lower energy bills and improve energy efficiency by:

- 3.1. Prioritising the upgrade of inefficient fixtures (water, heating, and cooling) and improving the thermal performance of existing social housing stock.
- 3.2. Permanently increasing the cap on EAPA vouchers to \$1,600 per year, regardless of energy type used.
- 3.3. Changing the Low-Income Household Rebate to a fixed percentage of a person's energy bill.
- 3.4. Ensuring that the design of the recently announced Energy Bill Buster program guarantees that low-income households who forego their rebate are better off financially and able to meet their energy needs to support their health and wellbeing.
- 3.5. Setting legally enforceable energy efficiency standards for rental housing to protect against heat, cold, mould, and pollution. This would include simple measures such as insuring ceilings are insulated, doors and windows are adequately sealed and covered and that there is decent heating and cooling.

#### 4. Better protection for renters

In NSW, housing needs to be recognised as an essential service. People who rent deserve stable long-term housing and protection from unjust evictions and unaffordable housing. It is important to build a more crisis-resilient rental system that protects renters especially at times of hardship.

The NSW Government should make renting a viable, long-term option by:

- 4.1. Ensuring renters have legislative protection against unfair, no-grounds evictions by amending the *Residential Tenancies Act 2010* to include a list of reasonable grounds, and protections against the false use of eviction grounds.
- 4.2. Advocating to the Commonwealth Government to increase Commonwealth Rent Assistance by 50% to improve affordability for low-income renters.

#### 5. Improve transport affordability

Transport costs are a significant barrier to many people living healthy and productive lives and more needs to be done to improve access. Recent announcements for toll relief will assist those reliant on toll roads in Sydney for work, accessing services or participating in the community, however this does not alleviate the pressures felt by those relying on public transport, or those living in regional NSW who rely on private vehicles due to a lack of public transport.

The lack of available and suitable transport options has a compounding effect on people experiencing disadvantage, particularly in rural and regional NSW. Poor access to transport is curtailing people's opportunities, health and quality of life. Indeed, the absence of this link can lead to and exacerbate unemployment, ill-health, mental illness and poverty.

The NSW Government should improve transport affordability for vulnerable groups by:

- 5.1. Extending concessional fare pricing to Jobseeker recipients and Health Care Card holders.
- 5.2. Reducing car licensing, registration, and insurance costs for people on low incomes living in areas where public transport is limited and reliance on private vehicles is high.

## 6. Improve access to Cost-of-Living schemes and rebates

More households in financial hardship will lead to increased demand on non-government organisations (NGOs). NGOs are now the primary providers of a range of essential social services to an increasing number of people in NSW. It is small to medium-sized NGOs that are often the trusted source of community-based practical as well as psychosocial support. They form a soft entry point to the broader service system and are an important partner in efforts to reach the most vulnerable – providing 'the last mile of assistance' to people who would otherwise not be reached.

The NSW Government should establish a comprehensive NSW Cost-of-Living Relief Program in partnership with the social services sector, which includes:

- 6.1. Recognising, promoting, and resourcing the role of NGOs as key access points, 'system navigators' and administrators of cost-of-living rebates and schemes.
- 6.2. Simplifying the application and approval processes associated with such rebates and schemes to improve accessibility.
- 6.3. A public information campaign that raises awareness of available rebates and schemes for low-income households, targeting Aboriginal and Torres Strait Islander households, those from Culturally and Linguistically Diverse backgrounds, and those experiencing literacy challenges.
- 6.4. A three-year flexible funding pool available to NGOs able to demonstrate effective delivery of proven programs designed to address cost-of-living issues for groups facing the most hardship.

## 8.7 Geographical Localities

<b>File Reference:</b>	NA
------------------------	----

### Delivery Program

<b>Goal:</b>	4. Proactive regional and local leadership
<b>Outcome:</b>	4.1 We are an engaged and connected community
<b>Strategy:</b>	4.1.2 Enable broad, rich and meaningful engagement to occur
<b>Author:</b>	Business Improvement and IT Coordinator

### STAFF DISCLOSURE OF INTEREST Nil

### IN BRIEF/SUMMARY RECOMMENDATION

Application to Geographical Names Board by Council to adjust the boundaries of specific localities. To place properties into their correct postcode and locality

### TABLED ITEMS Nil

### BACKGROUND

Rural Addressing in Gwydir Shire has been an ongoing process.

An attached report from Spatial Services NSW in 2017 stated that “*Gwydir Shire Council had a Percentage of Conforming Addresses for sites requiring a complete address at 88.81% and Percentage for conforming addresses for all sites is 73.22%*”.

While Council has deemed rural addressing complete, rural addressing will be an ever-evolving process.

### COMMENT

The ongoing investigation with Australia Post and Gwydir Shire Council on Rural Addressing has revealed some variances in the post codes of residents and the post code of their locality.

As a result, some locality border changes have already been submitted to the Geographical Names Board for review and subsequently accepted.

There were areas that were overlooked in the initial process and Council is seeking to rectify now.

More will filter through as individual properties are assessed. In this instance it is due to individual properties residing in one postcode and their locality is deemed another.

### Localities

There are 14 properties who are affected by their address being in the incorrect locality compared to their rural and mailing address.

Council seeks to rectify this with small boundary adjustments of the following localities:

- **Blue Nobby to Yallaroi Locality**
- 
- **Delungra to Balfours Peak Locality**
- 
- **Crooble to Pallamallawa Locality**
- 
- **Bundarra to Keera Locality**
- 
- **Gulf Creek to Keera Locality**
- 
- **Cobbadah to Dinoga Locality**
- 
- **Tulloona to Boggabilla Locality**
- 

By slightly adjusting these boundaries it will bring the properties' postal address in line with the rural address and will help alleviate confusion with emergency and postal services.

### **Blue Nobby to Yallaroi Locality**

Blue Nobby postcode is 2408.

A portion of Blue Nobby locality travels along the Yallaroi Road for 6 kilometres. There is one resident who uses their postal address as Yallaroi who is situated in the Blue Nobby Locality.

Council wishes to move the boundary of Blue Nobby into the Yallaroi locality to keep the resident in line with their current address.

- Involves one resident who won't be affected as they are already using Yallaroi locality.
- 
- Changing locality so matches the postal address to avoid confusion.
- 
- Clearly helps identify addressing with Emergency services.
- 

### **Delungra to Balfours Peak Locality**

The Balfours Peak locality is 2403.

Two rural addresses were recently placed on the Glenesk Road which falls under Balfours Peak locality, but the two properties are situated in the Delungra Locality.

As the controlling authority for Rural Addressing, Council deems their rural address locality to be Balfours Peak. Yet Spatial Services NSW have their address as



Delungra. Spatial Services will not change unless the Properties are in Balfours Peak.

This could still cause confusion with Emergency and Postal Services even with the same postcode, due to the rural address.

Council requests the change of these two properties to Balfours Peak in line with their rural address. No residents will be affected as their rural address is already Balfours Peak.

- Involves two residents who already have their rural address Balfours Peak
- 
- Changing will bring their property in line with their rural address.
- 
- This will help with emergency and postal services, so no confusion arises.

### **Crooble to Pallamallawa Locality**

The Pallamallawa locality postcode is 2399.

There are 4 rural addresses located on County Boundary Road and Kirkton Road which have a rural address of Pallamallawa 2399.

The locality for these properties is situated in Crooble 2400.

Council is proposing to adjust the boundary to Pallamallawa. This would alleviate any potential problems regarding emergency services and postal issues and bring their properties in line with their Rural Address.

- Involves four residents who won't be affected as their rural address is Pallamallawa 2399
- 
- Changing locality so matches their rural and postal address to avoid confusion.
- 
- Clearly helps identify addressing with emergency services.

### **Bundarra to Keera Locality**

Keera locality is 2404 and Bundarra locality has a postcode of 2359.

The property *Innerhaven* uses the mailing and rural address as Keera 2404, but the property falls into Bundarra Locality.

Council wishes to move the boundary of Keera to include the property *Innerhaven* to be in keeping with the property's rural address.

This would relieve any potential problems that could arise with emergency and or postal services. No mailing addresses will be affected and would solve any address issues they have with government agencies. Involves one resident who won't be affected as they are already using Keera locality.

---

- Changing locality so matches the postal address to avoid confusion.
- 
- Clearly helps identify addressing with Emergency services.
- 

### **Gulf Creek to Keera Locality**

In the locality of Gulf Creek on Towarra Road there are three affected properties with either whole or part of their property in Gulf Creek locality.

These properties use the postcode Keera 2404 with their postal service going to their entrance.

Council would like to move the boundary of Keera to encompass these properties to relieve any potential problems that could arise with emergency and or postal services. No mailing addresses will be affected and would solve any address issues they have with government agencies.

- Involves three residents who won't be affected as they are already using Keera locality.
- 
- Changing locality so matches the postal address to avoid confusion.
- 
- Clearly helps identify addressing with Emergency services.

### **Cobbadah to Dinoga Locality**

There is one (1) resident on Upper Bingara Road that has their property currently in the locality of Cobbadah 2347.

The owners of the property use the postcode 2404. Council is proposing to adjust the boundary to Dinoga, this will make their property in line with their postal address. Telephone contact has been made with the family regarding this issue and they are favourable with the change

- Involves one resident who won't be affected.
- 
- Changing locality so matches the postal address to avoid confusion.
- 
- Clearly helps identify addressing with Emergency services.

### **Tulloona to Boggabilla Locality**

There is one (1) resident on the Newell Highway that has their property currently in the locality of Tulloona 2400.

The owners of the property use the postcode 2409.

Council is proposing to adjust the boundary to Boggabilla, this will make their property in line with their postal address.

In a phone conversation with the owner, they were requesting their locality be changed. They described their issues with mail, as 2400 do not recognise their property and will not deliver mail. Being on the border with Boggabilla this would be a slight adjustment of the border.

- Involves one resident who won't be affected.
- 
- Changing locality so matches the postal address to avoid confusion.
- 
- Clearly helps identify addressing with Emergency services.

**Conclusion:**

Minor adjustments of locality boundaries will help improve the accuracy of Gwydir Shire's Rural Addressing.

It will improve the flow of addressing data to other Government agencies, Australia Post and Emergency Services. Residents mailing and rural addresses will be in line with their locality.

**Consultation:**

Consultation has been conducted with the GIS Officer of Gwydir Shire Council, Australia Post, NSW Spatial Services and Geographical Names Board.

**OFFICER RECOMMENDATION**

**THAT a section of Blue Nobby locality boundary be transferred to Yallaroi, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that a section of the Bundarra locality boundary be transferred to Keera, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that a section of the Gulf Creek locality boundary be transferred to Keera, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that a section of the Delungra Locality boundary be transferred to Balfours Peak, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that a section of the Crooble Locality be transferred to Pallamallawa, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that a section of the Cobbadah Locality boundary be transferred to Dinoga, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that a section of the Tulloona Locality boundary be transferred to Boggabilla, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that if there are no objections to all of the above, then be referred to the Geographical Names board for Gazettal approval.**

**FURTHER that this report be accepted.**

#### **ATTACHMENTS**

1. Locality Attachment [8.7.1 - 7 pages]

#### **COUNCIL RESOLUTION:**

**THAT a section of Blue Nobby locality boundary be transferred to Yallaroi, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that a section of the Bundarra locality boundary be transferred to Keera, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that a section of the Gulf Creek locality boundary be transferred to Keera, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that a section of the Delungra Locality boundary be transferred to Balfours Peak, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that a section of the Crooble Locality be transferred to Pallamallawa, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that a section of the Cobbadah Locality boundary be transferred to Dinoga, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that a section of the Tulloona Locality boundary be transferred to Boggabilla, and that it be referred to the Geographical Names Board and after 28 days for approval only after a letter be send to the affected residents for any possible objections.**

**FURTHER that if there are no objections to all of the above, then be referred to the Geographical Names board for Gazettal approval.**

**FURTHER that this report be accepted.**

**(Moved Cr Egan, Seconded Cr Galvin)**

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**

## Address Upgrade Report



LGA: **GWYDIR**

CRM Job ID: **CAS-01195-T9X5Y0**

Commenced: **2/10/2017**

Completed: **5/16/2017**

### General Statistics identified during Upgrade

Approximate Number of Address Points in LGA:	4148
Approximate Number of Properties in LGA:	3987
Percentage of Conforming Addresses* (for sites requiring a Complete address):	88.81%
Percentage of Conforming Addresses* (for all sites):	73.22%
Number of Duplicate Address Enquiries:	140
Number of Incomplete Address Enquiries:	464
Number of Address Confirmation Enquiries:	89

### Upgrade Notes and Comments:

Subject: [Addressing - General](#)

Note ID: 509 Created on 5/11/2017

Spatial Services has now completed an investigation into Address quality and completeness for GWYDIR LGA as part of its state-wide review.

We have discovered a number of addresses in your LGA that may prove to be problematical for Emergency Service Organisations (ESO's) to locate. Spatial Services considers that identifying properties in a timely fashion in an Emergency is extremely important.

Spatial Services requests that Council investigate the attached files, with the aim of improving overall address quality that potentially may assist ESO's.

There may be up to three csv (comma separated values) files accompanying this report. These files contain specific addressing enquires that have been identified during the Upgrade. All .csv files can be viewed spatially on the Spatial Services Addressing Channel (available through the SIX Portal to registered users) or as tables in Microsoft Excel. To find out more about gaining access to, or using the Addressing Channel, please contact [ss-addressing@finance.nsw.gov.au](mailto:ss-addressing@finance.nsw.gov.au).

The enquiries included in the csv's are broken into the following categories:

**DUPLICATE ADDRESSES** – Instances where 2 or more properties within the LGA have the same address. The NSW Addressing Policy recommends that all addresses should be unique because duplicate addresses can result in confusion for address users and represent a substantial risk should services be deployed to an incorrect address location.

**INCOMPLETE ADDRESSES** – An incomplete address is one that does not contain all of the 4 minimum requirements to make it a "Conforming Address". Incomplete addresses are commonly held for vacant privately-owned properties and/or publicly owned land (e.g. Crown or Council properties). To assist Councils in prioritising the assignment of complete addresses, we have generally only reported on properties where an addressable dwelling is visible in our aerial imagery.

**ADDRESS CONFIRMATIONS** – These enquiries generally include any issues that were identified during Upgrade for properties with "conforming addresses" that are not covered the above 2 reports. They may include the following types of issues:

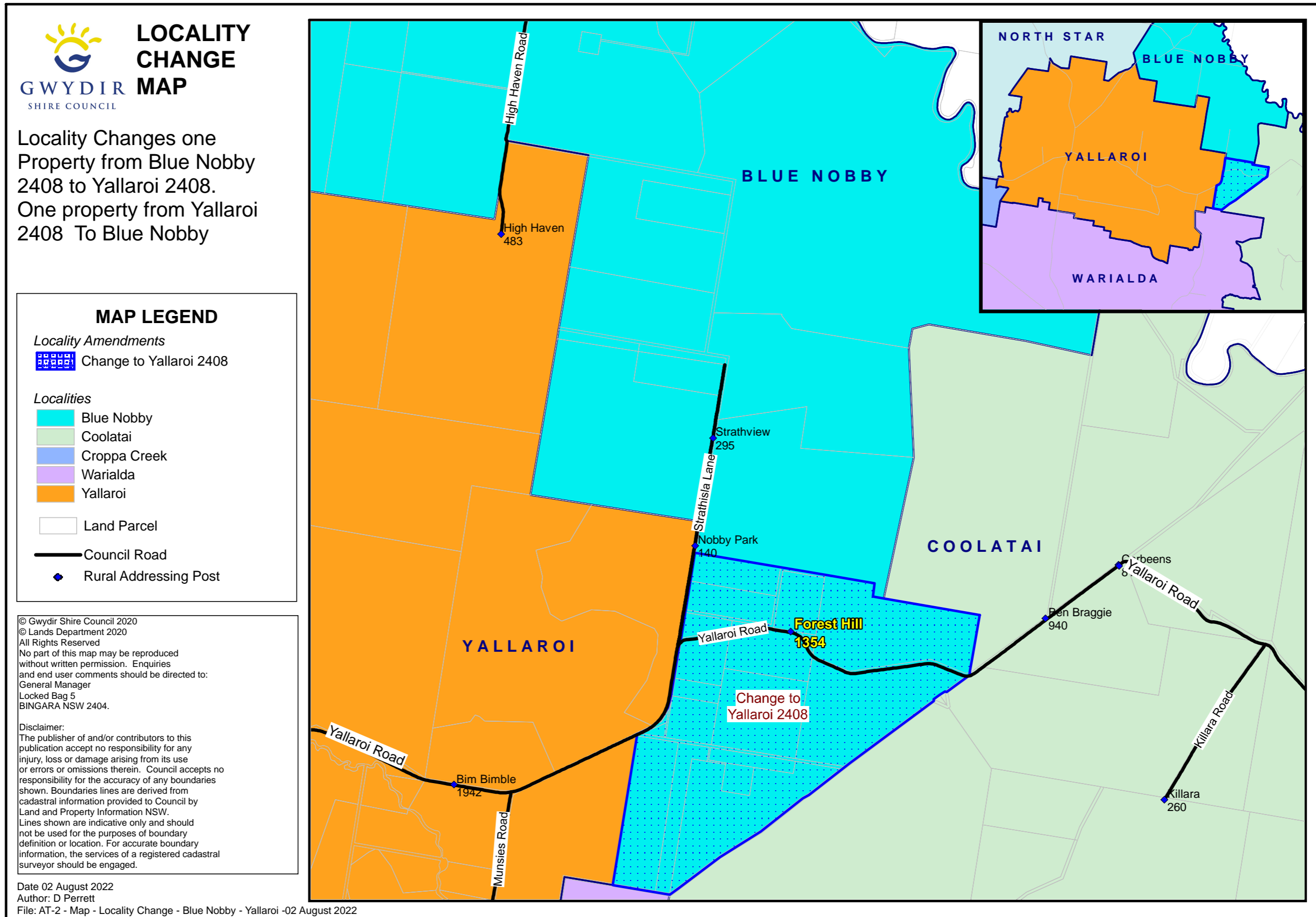
\* 31 Queries requesting confirmation of the correct address number - These properties currently have a complete address, however the address number does not appear to be correctly assigned as per NSW Addressing Policy Standards. Re-addressing should be considered.

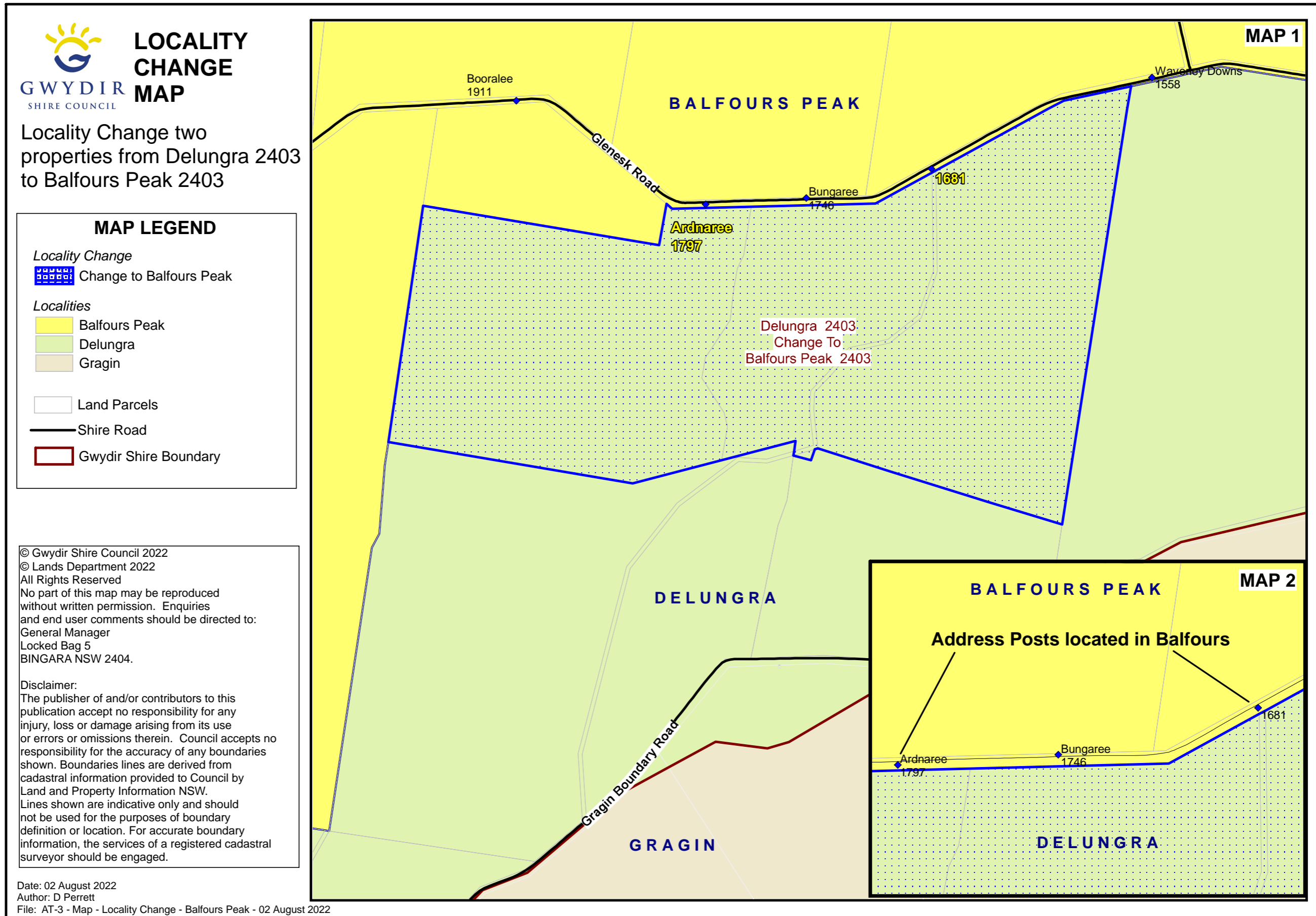
\* 4 Lot number queries – These properties appear to have been addressed using their Lot numbers as house numbers. The NSW Addressing Policy discourages the use of lot numbers for addressing purposes because they can create address duplication and confusion due to sequencing issues. Re-addressing should be considered.

\* 44 Queries requesting confirmation of road access - These are queries for properties that appear to be addressed to one road but are in fact accessed from a different road. Re-addressing or the provision of alternative addresses should be considered in accordance with the NSW Addressing Policy.

\* 10 "Other" Queries - These include any issues that do not fit into the above mentioned categories. Possible examples include: Complex site, sub-site and alternative addressing enquiries. In most cases, re-addressing or the provision of sub-site or alternative addresses should be considered in line with the NSW Addressing Policy.

\* An address is described as being "Conforming" if it contains the 4 minimum address attributes of Address Number, Road Name, Suburb and Postcode.





**LOCALITY CHANGE MAP**

Locality Change two properties from Delungra 2403 to Balfours Peak 2403

**MAP LEGEND**

*Locality Change*

- Change to Balfours Peak

*Localities*

- Balfours Peak
- Delungra
- Gragin

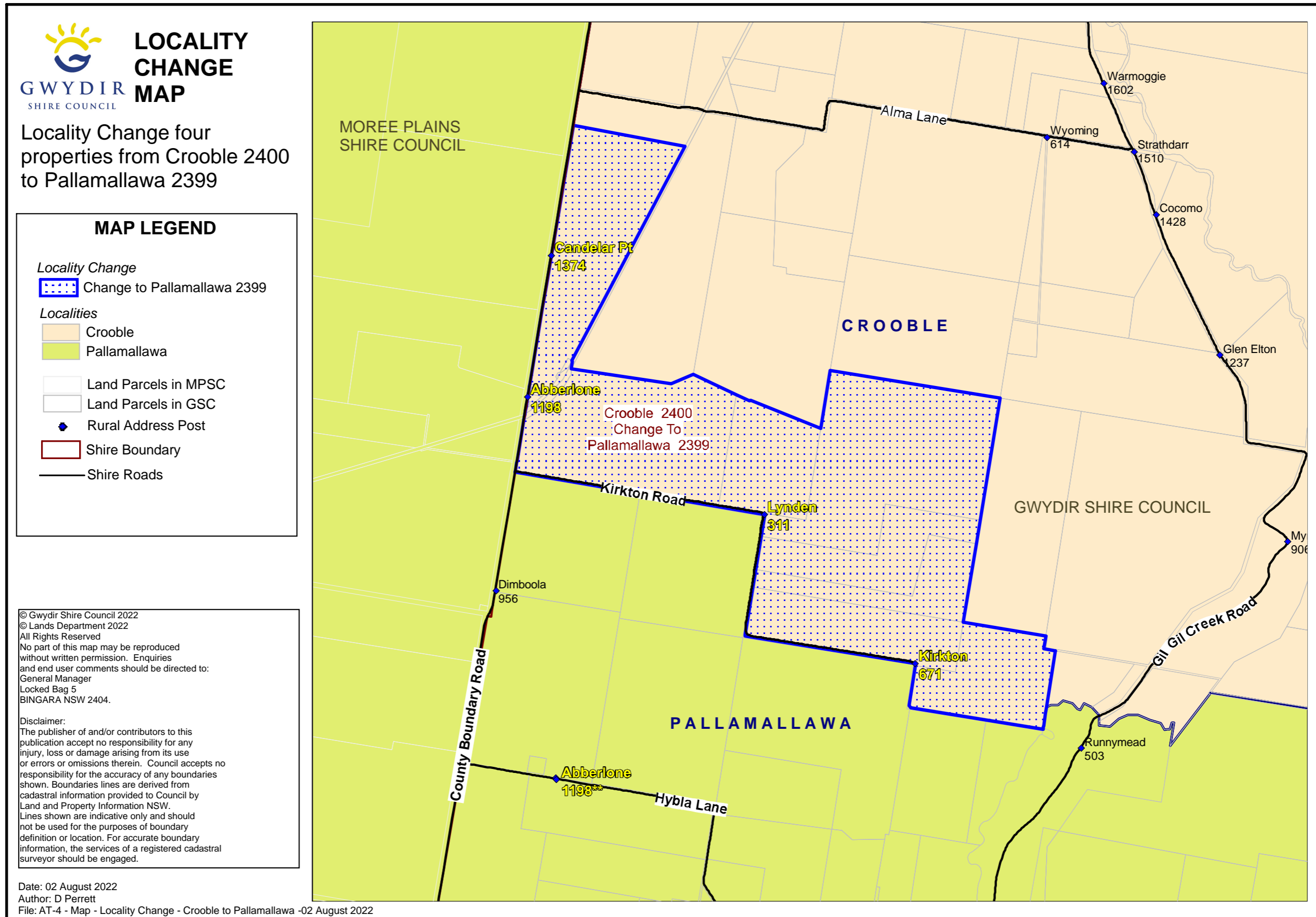
- Land Parcels
- Shire Road
- Gwydir Shire Boundary

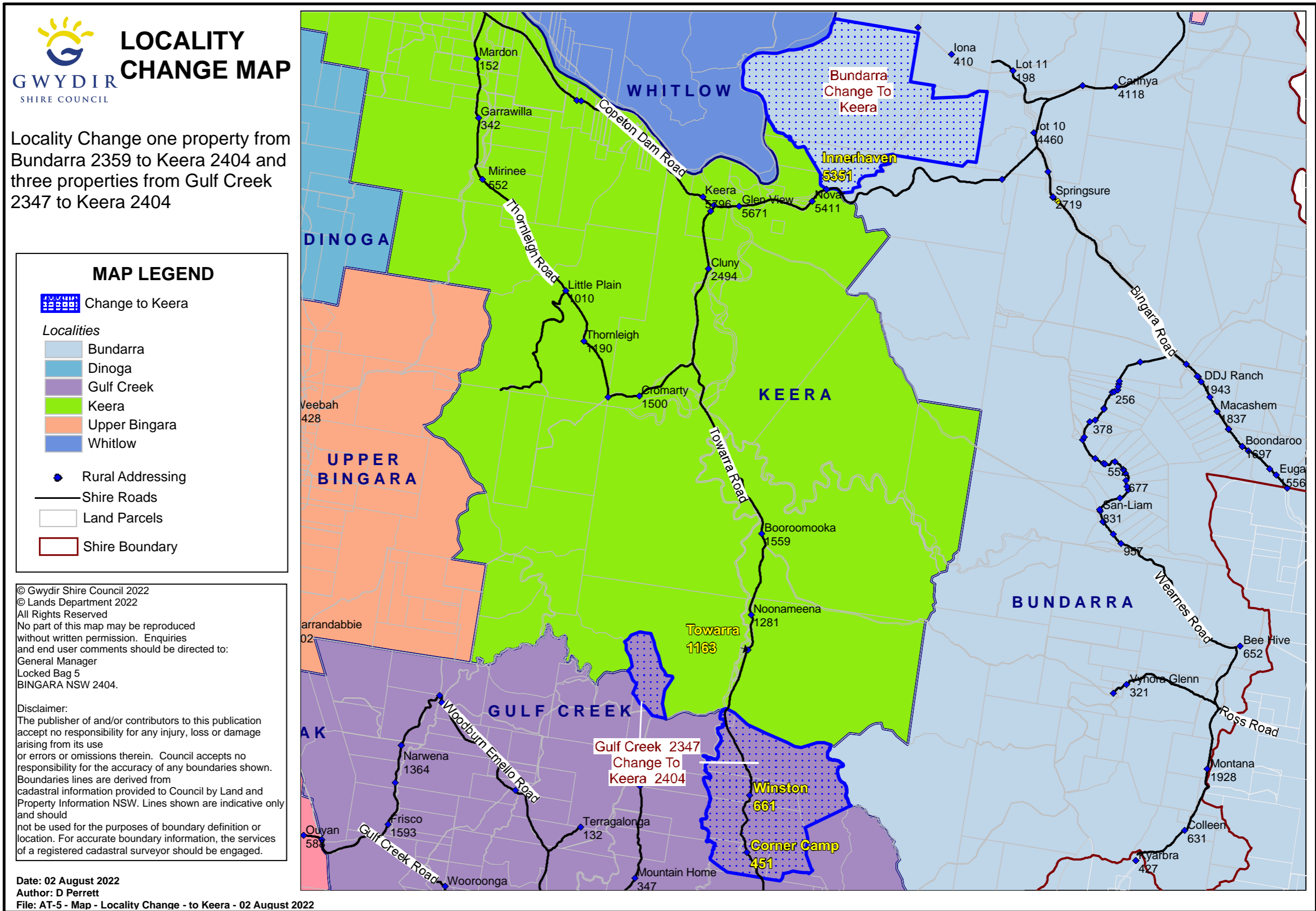
© Gwydir Shire Council 2022  
 © Lands Department 2022  
 All Rights Reserved  
 No part of this map may be reproduced without written permission. Enquiries and end user comments should be directed to:  
 General Manager  
 Locked Bag 5  
 BINGARA NSW 2404.

**Disclaimer:**  
 The publisher of and/or contributors to this publication accept no responsibility for any injury, loss or damage arising from its use or errors or omissions therein. Council accepts no responsibility for the accuracy of any boundaries shown. Boundaries lines are derived from cadastral information provided to Council by Land and Property Information NSW. Lines shown are indicative only and should not be used for the purposes of boundary definition or location. For accurate boundary information, the services of a registered cadastral surveyor should be engaged.

Date: 02 August 2022  
 Author: D Perrett  
 File: AT-3 - Map - Locality Change - Balfours Peak - 02 August 2022









Locality Change for property Araluen from Cobbadah 2347 to Dinoga 2404.

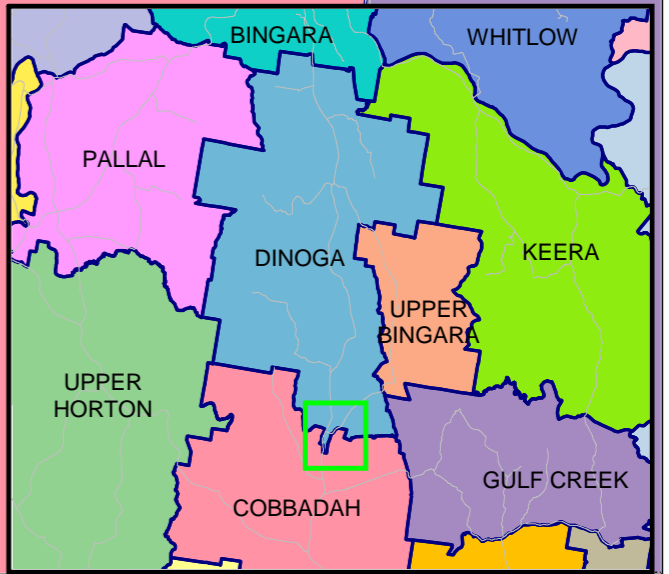
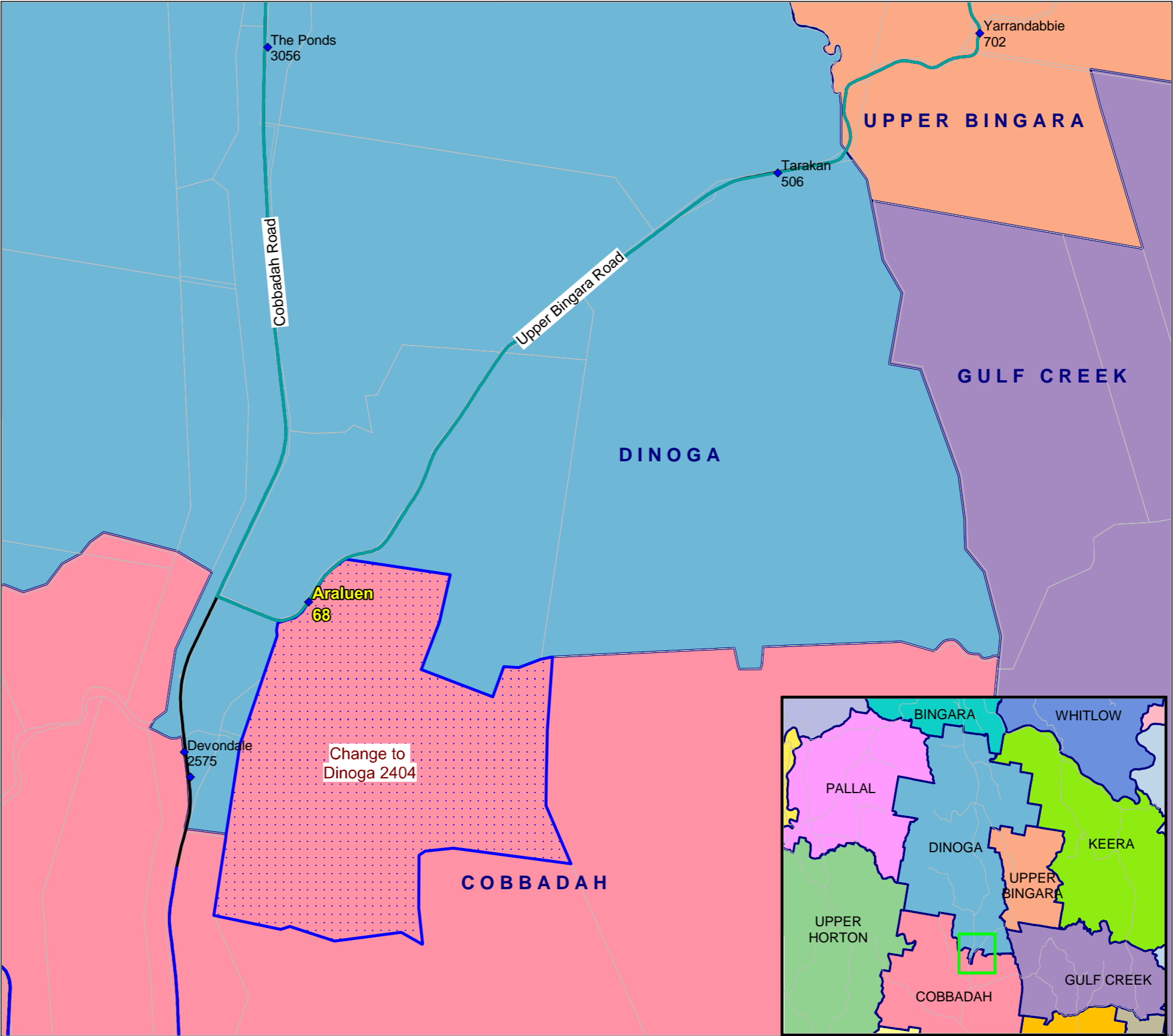
**MAP LEGEND**

*Locality Change*  
 Change to Dinoga 2404

*Postal Routes*  
 2404  
 2347

*Localities*  
 Cobbadah  
 Dinoga  
 Gulf Creek  
 Upper Bingara

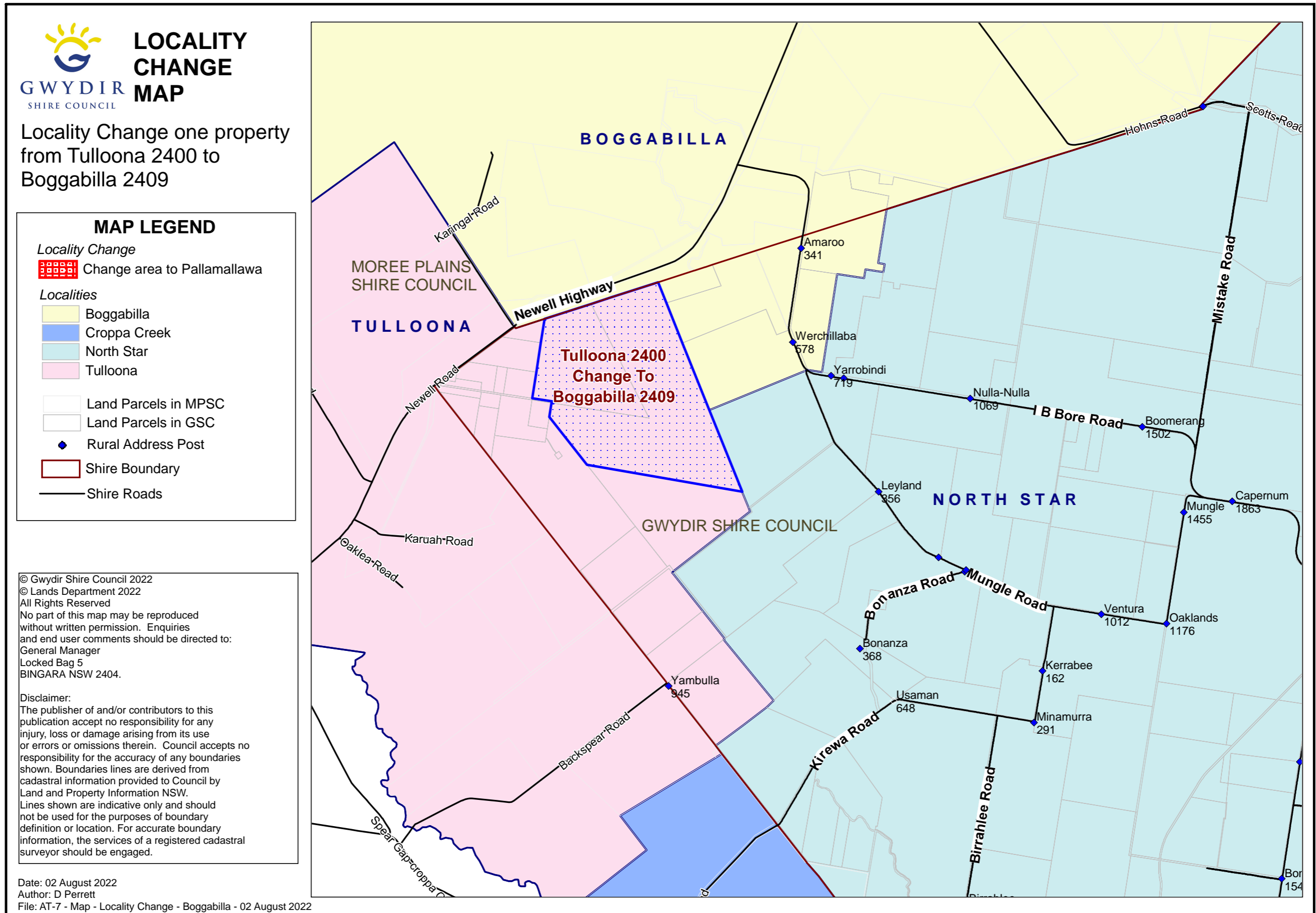
Shire Roads  
 Land Parcels  
 Rural Address Post



© Gwydir Shire Council 2020  
 © Lands Department 2020  
 All Rights Reserved  
 No part of this map may be reproduced without written permission. Enquiries and end user comments should be directed to:  
 General Manager  
 Locked Bag 5  
 BINGARA NSW 2404.

**Disclaimer:**  
 The publisher of and/or contributors to this publication accept no responsibility for any injury, loss or damage arising from its use or errors or omissions therein. Council accepts no responsibility for the accuracy of any boundaries shown. Boundaries lines are derived from cadastral information provided to Council by Land and Property Information NSW. Lines shown are indicative only and should not be used for the purposes of boundary definition or location. For accurate boundary information, the services of a registered cadastral surveyor should be engaged.

**Date: 02 August 2022**  
**Author: D Perrett**  
**File: AT-6 - Map - Locality Change - Dinoga - 02 August 2022**



**8.8 July Councillors Report**

**File Reference:** NA

**Delivery Program**

**Goal:** 4. Proactive regional and local leadership

**Outcome:** 4.1 We are an engaged and connected community

**Strategy:** 4.2.1 Build strong relationships and shared responsibilities

**Author:** Cherisse Amer, Elected Members Contact

**STAFF DISCLOSURE OF INTEREST Nil**

**IN BRIEF/SUMMARY RECOMMENDATION**

That the July Councillors Activity Schedule be received.

**TABLED ITEMS Nil**

**COMMENT**

**Councillors' Activity Schedule**

July, 2022		
Councillor	Event	Date
Cr John Coulton (Mayor)	Gwydir Willoughby Youth Exchange Program Welcome Dinner – The Living Classroom Bingara	30 June
	Orange Picking Ceremony – Finch Street Bingara	1 July
	Orange Festival - Bingara	2 July
	Gwydir Willoughby Youth Exchange Program Farewell Dinner & Bonfire - TLC	2 July
	Meeting MPSC & GSC – IB Bore Rd & County Boundary Rd – Vicarage Café, North Star	5 July
	Local Government NSW catch up – The Roxy Conference Room	11 July
	Committee Meeting – The Roxy Conference Room Bingara	14 July
	Essential Energy catch up via Zoom	19 July
	Northern RPP – determination briefings – North Star Quarry via teams	19 July
	Meeting to discuss proposed Coal Transport and Train load out in Gwydir Shire Council – Warialda VIC Meeting Room	20 July
	Regular NS2B Project update	20 July
	Ordinary Council Meeting – The Roxy Conference Room	28 July

	RaRMS Meeting – The Roxy Conference Room Bingara	28 July
<b>Cr Catherine Egan (Deputy Mayor)</b>	Gwydir Willoughby Youth Exchange Program Welcome Dinner	30 June
	Orange Picking Ceremony – Finch Street Bingara	1 July
	Orange Festival - Bingara	2 July
	Committee Meeting - The Roxy Conference Room	14 July
	Northern RPP determination briefings – North Star Quarry via teams	19 July
	Special Events Meeting – The Roxy Conference Room	19 July
	Meeting to discuss proposed Coal Transport and Train load out in Gwydir Shire Council – Warialda VIC Meeting Room	20 July
	Ordinary Council Meeting – The Roxy Conference Room	28 July
	RaRms Meeting – The Roxy Conference Room Bingara	28 July
<b>Cr David Coulton</b>	Gwydir Willoughby Youth Exchange Program Welcome Dinner – The Living Classroom Bingara	30 June
	Orange Festival - Bingara	2 July
	Willoughby Youth Exchange Program Farewell Dinner & Bonfire - TLC	2 July
	Committee Meeting – The Roxy Conference Room	14 July
	Ordinary Council Meeting – The Roxy Conference Room	28 July
	RaRMS Meeting – The Roxy Conference Room Bingara	28 July
<b>Cr Geoff Smith</b>	Gwydir Willoughby Youth exchange Program Welcome Dinner – The Living Classroom Bingara	30 June
	Committee Meeting – The Roxy Conference Room	14 July
	Ordinary Council Meeting - The Roxy Conference Room	28 July
	RaRMS Meeting – The Roxy Conference Room Bingara	28 July
<b>Cr Lyndon Mulligan</b>	Ordinary Council Meeting The Roxy Conference Room	28 July
	RaRMS Meeting – The Roxy Conference Room Bingara	28 July
<b>Cr Marilyn Dixon OAM</b>	Orange Picking Ceremony Finch Street Bingara	1 July
	Orange Festival - Bingara	2 July
	Special Events Meeting – The Roxy Conference Room	19 July

<b>Cr Tiffany Galvin</b>	Gwydir Willoughby Youth exchange Program Welcome Dinner – The Living Classroom Bingara	30 June
	Orange Picking Ceremony – Finch Street Bingara	1 July
	Orange Festival - Bingara	2 July
	Committee Meeting – The Roxy Conference Room	14 July
	Special Events Meeting – The Roxy Conference Room	19 July
	Ordinary Council Meeting – The Roxy Conference Room	28 July
<b>Cr Jim Moore</b>	RaRMS Meeting – The Roxy Conference Room Bingara	28 July
	Committee Meeting – The Roxy Conference Room	14 July
	Ordinary Council Meeting – The Roxy Conference Room	28 July
	RaRMS Meeting – The Roxy Conference Room Bingara	28 July
<b>Cr Dr Chris Matthews</b>	Orange Picking Ceremony – Finch Street Bingara	1 July
	Orange Festival - Bingara	2 July
	RaRMS Meeting via Teams	28 July

**OFFICER RECOMMENDATION**

**THAT the July 2022 Councillors activity schedule be received.**

**ATTACHMENTS**

Nil

**COUNCIL RESOLUTION:**

**THAT the July 2022 Councillors activity schedule be received.**

**(Moved Cr Egan, Seconded Cr D Coulton)**

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**

## 8.9 Country Mayors' Meeting Minutes

**File Reference:** NA

### Delivery Program

**Goal:** 4. Proactive regional and local leadership

**Outcome:** 4.2 We work together to achieve our goals

**Strategy:** 4.2.2 Work in partnership to plan for the future

**Author:** General Manager

### STAFF DISCLOSURE OF INTEREST Nil

### IN BRIEF/SUMMARY RECOMMENDATION

This report recommends the noting of the attached Minutes of the 5<sup>th</sup> August 2022 Country Mayors' Meeting.

### TABLED ITEMS Nil

### BACKGROUND

At this meeting a presentation was made by representatives of the Biodiversity Offsets Scheme and Biodiversity Credit Supply Fund and Taskforce. Following this presentation and discussion it was resolved, unanimously:

**That the Country Mayors Association make representations to the NSW Government on the gross failings of the Biodiversity Scheme, the inadequacies of the review to address the real problems of the scheme, and the ongoing economic hardship and loss of development of regional NSW**

During the discussion many examples of the unfairness of the current legislation on regional and rural initiatives were outlined. In many of the examples the urgently needed developments were thwarted due to the onerous cost burdens placed on the proposals.

Gwydir Shire has a similar story regarding this legislation. The initial assessment of the proposed Greenhouse development in Warialda indicates that an offset of around \$6,000,000 may be levied on the development, which of course will unreasonably impact on the proposal's viability. The predominant vegetation in this development area is burnt out black pine with a scattering of Angophora trees.

It is recommended that Gwydir Shire writes a submission in support of the Country Mayors' resolution.

### OFFICER RECOMMENDATION

**THAT the Country Mayors' 5<sup>th</sup> August 2022 Meeting are noted.**



**FURTHER** that the Council write a submission in support of the resolution of the Country Mayors' regarding the current NSW Biodiversity Scheme.

**ATTACHMENTS**

1. CMA Minutes 2022 5 August\_ [8.9.1 - 9 pages]

**COUNCIL RESOLUTION:**

**THAT** the Country Mayors' 5<sup>th</sup> August 2022 Meeting are noted.

**FURTHER** that the Council write a submission in support of the resolution of the Country Mayors' regarding the current NSW Biodiversity Scheme and also submit a motion to the LGNSW Annual Congerence.

(Moved Cr Egan, Seconded Cr Galvin)

**CARRIED**

**For:** Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

**Against:** Nil



# Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Ken Keith OAM  
PO Box 337 Parkes NSW 2870  
02 6861 2333  
ABN 92 803 490 533

## MINUTES

### GENERAL MEETING

FRIDAY, 5 AUGUST 2022 THEATRETTE, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 8.31 a.m.

1. **ATTENDANCE:**

Armidale Regional Council, Mayor, Cr Sam Coupland, Mayor  
Armidale Regional Council, Mr James Roncon, General Manager  
Bathurst Regional Council, Cr Robert Taylor, Mayor  
Bathurst Regional Council, Mr Aaron Jones, Acting General Manager  
Bega Valley Shire Council, Cr Russell Fitzpatrick, Mayor  
Bega Valley Shire Council, Mr Anthony McMahon, CEO  
Bellingen Shire Council, Cr Steve Allan, Mayor  
Bellingen Shire Council, Ms Liz Jeremy, General Manager  
Bland Shire Council, Cr Brian Monaghan, Mayor  
Bland Shire Council, Mr Grant Baker, General Manager  
Blayney Shire Council, Cr Scott Ferguson, Mayor  
Broken Hill City Council, Mr Jay Nankivell, General Manager  
Cabonne Shire Council, Cr Kevin Beatty, Mayor  
Cabonne Shire Council, Mr Brad Burns, General Manager  
Cootamundra-Gundagai Regional Council, Cr Charlie Sheahan, Mayor  
Cootamundra-Gundagai Regional Council, Mr Glen McAtear, Deputy General Manager  
Dubbo Regional Council, Mathew Dickerson, Mayor  
Dubbo Regional Council, Mr Murray Wood, CEO  
Federation Council, Cr Patrick Bourke, Mayor  
Forbes Shire Council, Cr Chris Roylance, Deputy Mayor  
Forbes Shire Council, Mr Steve Loane, General Manager  
Gilgandra Shire Council, Cr Doug Batten, Mayor  
Gilgandra Shire Council, Mr David Neeves, General Manager  
Glen Innes Shire Council, Cr Rod Banham, Mayor  
Glen Innes Shire Council, Mr Dennis McIntyre, Acting General Manager  
Goulburn Mulwaree Council, Cr Bob Peter Walker, Mayor  
Goulburn Mulwaree Council, Mr Aaron Johansson, CEO  
Griffith City Council, Cr John Doug Curran, Mayor  
Griffith City Council, Mr Brett Stonestreet, General Manager

Page 2

Gunnedah Shire Council, Cr Jamie Chaffey, Mayor  
 Gunnedah Shire Council, Mr Eric Growth, General Manager  
 Gwydir Shire Council, Cr John Coulton, Mayor  
 Gwydir Shire Council, Mr Max Eastcott, General Manager  
 Hilltops Council, Cr Margaret Roles, Mayor  
 Inverell Shire Council, Cr Paul Harmon, Mayor  
 Kempsey Shire Council, Mr Craig Milburn, General Manager  
 Kiama Municipal Council, Cr Neil Reilly, Mayor  
 Kiama Municipal Council, Ms Jane Stroud, General Manager  
 Kyogle Council, Cr Kylie Thomas, Mayor  
 Lachlan Shire Council, Cr John Medcalf, Mayor  
 Lachlan Shire Council, Mr Greg Tory, General Manager  
 Leeton Shire Council, Cr Tony Reneker, Mayor  
 Leeton Shire Council, Ms Jackie Kruger, General Manager  
 Liverpool Plains Shire Council, Cr Doug Hawkins, Mayor  
 Lockhart Shire Council, Cr Greg Verdon, Mayor  
 Lockhart Shire Council, Mr Peter Veneris, General Manager  
 Mid-Western/Mudgee Regional Council, Mr Brad Cam, General Manager  
 Moree Plains Shire Council, Mr Mick Tobin, Acting General Manager  
 Narrabri Shire Council, Cr Ron Campbell, Mayor  
 Narrandera Shire Council, Cr Neville Schenka, Mayor  
 Narrandera Shire Council, Mr George Cowan, General Manager  
 Narromine Shire Council, Cr Craig Davies, Mayor  
 Narromine Shire Council, Ms Jane Redden, General Manager  
 Oberon Council, Cr Mark Kellam, Mayor  
 Oberon Council, Mr Gary Wallace, General Manager  
 Orange City Council, Cr Jason Hamling, Mayor  
 Parkes Shire Council, Cr Ken Keith, Mayor  
 Snowy Monaro Regional Council, Cr Narelle Davis, Mayor  
 Snowy Valleys Council, Cr Ian Chaffey, Mayor  
 Snowy Valleys Council, Mr Hamish McNulty, Interim General Manager  
 Tamworth Regional Council, Cr Russell Webb, Mayor  
 Tamworth Regional Council, Mr Paul Bennett, General Manager  
 Temora Shire Council, Cr Rick Firman, Mayor  
 Temora Shire Council, Mrs Elizabeth Smith, Director of Administration and Finance  
 Tenterfield Shire Council, Cr Bronwyn Petrie, Mayor  
 Uralla Shire Council, Cr Robert Crouch, Deputy Mayor  
 Uralla Shire Council, Ms Kate Jessep, General Manager  
 Wagga Wagga City Council, Cr Dallas Tout, Mayor  
 Wagga Wagga City Council, Mr Peter Thompson, General Manager  
 Warrumbungle Shire Council, Cr Ambrose Doolan, Mayor  
 Warrumbungle Shire Council, Mr Roger Bailey, General Manager  
 Weddin Shire Council, Cr Craig Bembrick, Mayor  
 Weddin Shire Council, Ms Noreen Vu, General Manager  
 Wingecarribee Shire Council, Mr Viv May, Interim Administrator  
 Wingecarribee Shire Council, Ms Lisa Miscamble, General Manager  
 LGNSW, Cr Darriea Turley, President  
 LGNSW, Mr Scott Phillips, CEO  
 OLG Ally Dench, Executive Director  
 OLG Karen Purser  
 Mark Honey

**APOLOGIES:**

As submitted

**SPECIAL GUESTS:**

- (a) Darriea Turley, President, LGNSW
- (b) The Hon Anthony Roberts MP, Minister for Planning, Minister for Homes
- (c) Ms Amy Dumbrell, Acting Director, Biodiversity Offsets Scheme and Dr Louisa Mamouny, Acting Executive Director, Biodiversity Credit Supply Fund and Taskforce
- (d) Mr Justin Clancy MP, Parliamentary Secretary for Health
- (e) Mr Greg Warren MP, Shadow Minister for Local Government, Shadow Minister for Veterans and Shadow Minister for Western Sydney

**2. ADOPTION OF MINUTES OF PREVIOUS MEETING:**

RESOLVED that the minutes of the General Meeting held on 27 May 2022 be accepted as a true and accurate record (Temora Shire Council / Gwydir Shire Council).

**3. Matters Arising from the Minutes**

NIL

**4. CORRESPONDENCE**

Outward

- (a) The Hon Jim Chambers MP, Treasurer, stressing that funding for Local Government should remain at the levels of the previous government and preferably at a higher level
- (b) The Hon Anthony Albanese MP, Prime Minister, stressing that funding for Local Government should remain at the levels of the previous government and preferably at a higher level
- (c) Mr Chris Minns MP, Leader of the Opposition NSW, urging bi-partisan support to ensure all 44 recommendations of the Legislative Council Inquiry into Health Outcomes and Access to Health and Hospital Services in Rural, Regional and Remote NSW are adopted
- (d) The Hon Dominic Perrottet MP, Premier NSW, urging bi-partisan support to ensure all 44 recommendations of the Legislative Council Inquiry into Health Outcomes and Access to Health and Hospital Services in Rural, Regional and Remote NSW are adopted
- (e) The Hon Wendy Tuckermann MP, Minister for Local Government, seeking urgent amendment to clause 34 subsection 2 of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021
- (f) The Hon Anthony Roberts MP, Minister for Planning and Minister for Homes, seeking urgent amendment to clause 34 subsection 2 of the Environmental

Planning and Assessment (Development Certification and Fire Safety)  
Regulation 2021

- (g) Ms Anna Bowden, Head of Social Impact, Royal Far West, thanking her for her presentation to the 27 May 2022 meeting
- (h) The Hon Kevin Anderson MP, Minister for Lands and Water, Minister for Hospitality and Racing, thanking him for his presentation to the 27 May 2022 meeting
- (i) The Hon Wendy Tuckermann MP, Minister for Local Government, thanking her for her presentation to the 27 May 2022 meeting
- (j) The Hon Paul Toole MP, Deputy Premier, Minister for Regional New South Wales, Minister for Police, thanking him for his presentation to the 27 May 2022 meeting
- (k) Adjunct Professor, Ruth Stewart, Commissioner, National Rural Health Commission, thanking her for her presentation to the Health Forum on the 26 May 2022
- (l) Mr Richard Colbran, Chief Executive officer, NSW Rural Doctors Network, thanking him for his presentation to the Health Forum on the 26 May 2022
- (m) Mr Ryan Park MP, Shadow Minister for Health, Shadow Minister for Mental Health, Shadow Minister for the Illawarra and South Coast, thanking him for his presentation to the Health Forum on the 26 May 2022
- (n) The Hon Bronnie Taylor MLC, Minister for Women, Minister for Regional Health and Minister for Mental Health, thanking her for her presentation to the Health Forum on the 26 May 2022
- (o) The Hon Bronnie Taylor MLC, Minister for Women, Minister for Regional Health and Minister for Mental Health, forwarding to her the list of participants suggestions to move forward with Regional and Rural Health
- (p) The Hon Dominic Perrotet MP, Premier NSW, inviting him to present to next meeting to be held on the 5 August 2022
- (q) The Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government, inviting her to present to next meeting to be held on the 5 August 2022
- (r) Mr Edward Cavanough, Executive Director and Director Policy, McKell Institute, thanking him for participating in the Executive Committee meeting held on the 9 June 2022 and inviting him to be a presenter at the Skills Forum on the 4 August 2022
- (s) The Hon Anthony Albanese MP, Prime Minister, regarding the deployment of overseas doctors
- (t) The Hon Mark Butler MP, Minister for Health and Aged Care regarding the deployment of overseas doctors
- (u) The Hon Catherine King MP, Minister for Infrastructure, Regional Development and Local Government regarding continuous funding for the Building Better Regions program
- (v) Cr Linda Scott, President ALGA, seeking support for the continuance of the Building Better Regions program
- (w) Cr Darriea Turley, President, LGNSW, seeking support for the continuance of the Building Better Regions program

Inward

- (a) Mr Marcus Ray, Group Deputy Secretary, Planning and Assessment regarding employment zones reform

- (b) Mr Brett Whitworth, Deputy Secretary, Planning Policy, regarding clause 34 subsection 2 of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021
- (c) The Hon Dugald Sanders MP, Minister for Agriculture, Minister for Western NSW, regarding standards for breeding dogs
- (d) The Hon James Griffith MP, Minister for Environment and Heritage, regarding the NSW Biodiversity Offset Scheme
- (e) The Hon Dominic Perretot MP, Premier NSW, advising that the Government is currently considering the recommendation of the Legislative Council Inquiry into Health Outcomes and Access to Health and Hospital Services in Rural, Regional and Remote NSW
- (f) Leeton Shire Council, forwarding letter from LGNSW to the Treasurer, Minister Cooke MP, Auditor General, and Minister Tuckerman MP, regarding treatment of RFS assets
- (g) Letter from the Department of Planning and Environment to the Auditor General regarding the treatment of RFS assets
- (h) Riverina Joint Organisation regarding the proposal to introduce a Domestic Waste Charge peg

NOTED

#### 5. **President Cr Darriea Turley, LGNSW Update**

Cr Turley provided a report on the work of LGNSW since the last meeting including Annual Conference 2022, Local Government Week and Awards Dinner, Emergency Services Levy and Rural Fire Service Assets, State Budget, Upper House Inquiry into floods, and advocacy into Parliamentary Inquiry into elections held under COVID 19 conditions, Domestic Waste Charges Review, addressing council staff shortages, ePlanning and NSW Planning Portal, rural and regional health and recent advocacy wins

#### 6. **Mr Tom O'Dea, Head of NBN Local NSW**

There are 21 NBN professionals looking after Regional and rural shareholders. NBN is a Government Business Enterprise which sells to telecommunication providers and is accountable to the Federal Government. NBN has delivery partnerships with contractors and subcontractors. It is the provider that supplies the modems of varying quality. Householders often place the modems in their homes that are not efficient. NBN's purpose is to lift digital capability at a local level. On the ground NBN have Community Engagement Managers, business leads and community ambassadors. Part of their staff engagement is that staff have to live in the area they serve. The focus is delivering digital capability, developing regional infrastructure, supporting regional performance and integration within local communities. 12.1million homes are connected, 8.5million are connected to a plan and 76% have 50mbps wholesale speed. In regional Australia 3.4million premises are connected. \$750million is being invested in upgrading the fixed wireless network and extending the range of the fixed wireless network with benefits of extended coverage, faster speeds, improved busy home speeds, and enhanced data levels. NBN needs to get the message out and needs insights, opportunities and the voice of customers from councils.

*Page 6*

## **7. The Hon Anthony Roberts, Minister for Planning, Minister for Homes**

The government is committed to having diversity of housing. Regional housing pressures have been caused through migration and more people are staying in the regions and the need for housing intensifies. The 2022 budget housing package includes \$500million to unlock land and \$174million to support key workers moving to the regions. The Housing Strategy 2041 has been developed and there are lessor assessment times. A regional Housing Taskforce has been set up to examine the barriers to the provision of housing and affordability in the regions and all their recommendations have been accepted. \$34million has been set aside over 4 years to implement the Taskforce recommendations. A Regional Housing Flying Squad has been created to assist regional councils. Under the next phase of the Accelerated Housing Infrastructure Fund \$120million has been set aside for high growth regional areas. The shortage of Planners in regional areas is being addressed by allowing councils to outsource the assessment of housing DA's to consultants. The Regional Housing Flying Squad program is be considered for a twelve month extension. Agritourism is a booming industry and the government is helping farmers to diversify their businesses. Certain agritourism activities will be listed as exempt or complying development. All of the nine Regional Plans are being reviewed responding to impacts and linked to other State strategies. Tribute was paid to the leaders of the flood affected areas and an Independent Inquiry report will be released soon. \$150million will be available to build and replace social houses and \$10million allocated to replace police homes. Money is being allocated to close the GAP. There is always going to be challenges with new technology such as the planning portal.

## **8. Financial Report**

RESOLVED That the financial reports for the last quarter were tabled and accepted ( Inverell Shire Council / Lachlan Shire Council)

## **9. Presentation of Emeritus Mayor Award by Cr Darriea Turley, President LGNSW**

Cr Darriea Tulley presented retired Mayor Mark Honey, Kiama Municipal Council, with his Emeritus Mayor certificate and pin

## **10. Introduction of the Country Mayors Lapel Badge**

Cr Firman Executive member outlined the purpose of the lapel pins to promote the Country Mayors Association and to recognize the professionalism of its members. The lapel pins were handed out to attending Mayors. Those not attending will be given their pins at future meetings

**11. Ms Amy Dumbrell, Acting Director, Biodiversity Offsets Scheme and Dr Louisa Mamouney, Acting Executive Director, Biodiversity Credit Supply Fund and Taskforce**

The Biodiversity Offset Scheme has had a history since 1995 with a shift to method based in 2007 and in 2014 an offset policy for major projects became compulsory. In 2016 the Biodiversity Conservation Act was passed and in 2020 the Australian Government endorsed the scheme. In 2021 the Integrated Improvement and Assistance Program commenced and in 2022 the review of LMBC commences. The Biodiversity Scheme aims to avoid, minimize and offset the impacts of development on biodiversity consistent with the principles of ecological sustainable development. It is required under DA's. \$550million Biodiversity credits have been traded and 36,000 hectares of land protected. The scheme is being improved by refining it, and scaling up, through a strategy to increase credit supply, identifying pain points, a local government support program, additional assessors and a help desk. The Biodiversity Credits Supply Fund and Taskforce have identified that credits are too hard to attain and expensive and that buyers and sellers are hard to identify. Problems need to be resolved to make a significant difference in the coming months by fast tracking of Biodiversity credits, operate a credit supply fund and enhance conservation benefits. It can be made easier by targeting support, streamlining processes, provide upfront support, simplifying the BSA agreement, opportunities to connect, more information, addressing barriers and communication and engagement.

RESOLVED That the Country Mayors Association make representations to the NSW Government on the gross failings of the Biodiversity Scheme, the inadequacies of the review to address the real problems of the scheme, and the ongoing economic hardship and loss of development of regional NSW (Narromine Shire Council / Gilgandra Shire Council)

**12. Mr Justin Clancy MP, Parliamentary Secretary for Health**

Mr Clancy thanked CMA for its insights into regional and rural health and the wellbeing of our communities. There is no quick fix for regional and rural health but the 2022 State budget has provided a significant boost to operational and capital expenditure including the allocation of additional staff with \$883million over 4 years to attract regional and rural workers. Tailored programs are to be introduced to take up positions and increased training opportunities. The elective surgery waitlist will get additional funding over the next 2 years. Hospital and health facility upgrades have been important for health outcomes and in the next 4 years there will be \$3billion spent on capital infrastructure including staff accommodation in regional NSW. \$740million over 5 years will be spent on palliative care covering an extra 600 nurses and other staff, and social care is to have a virtual connection to provide equity and care and there will be virtual care access to health specialists. A virtual intensive care unit has been announced in Broken Hill for remote NSW. Travel and accommodation support has been expanded in the budget. A new Regional Health Division was established in April this year and will look at the recommendations of Legislative Council report and other issues. The new Advisory Panel will be working on the Regional Health Plan which has had 1,200 face to face meetings held to develop it. The draft plan will be available for comment in September this year.



**13. Mr Greg Warren MP, Shadow Minister for Local Government, Shadow Minister for Veterans, and Shadow Minister for Western Sydney**

Mr Warren thanked Country Mayors for the opportunity to meet with members. He advised that he had written to the Emergency Services and Local Government Ministers regarding the treatment of RFS assets and advised there needs to be a legislative change. There needs to be changes made in respect to Joint Organisation funding and legislative requirements and that both issues were on labors radar.

**14. Scholarship Sub Committee of the Executive Committee**

RESOLVED that NSW Country Mayors Association adopt an Inprinciple position with implementing a suitable Scholarship program, to assist in addressing skills shortages in our communities and further

That the NSW CMA Executive be authorised to compile Criteria and Structure of Scholarship programme, to report back to NSW CMA for final endorsement.  
( Gunnedah Shire Council / Temora Shire Council

**15. Suggestions for positive change for Regional and Rural Health**

- (1) Local Health Districts need to introduce measures to hold on to internees
- (2) Develop a system to get overseas doctors into are communities
- (3) Support UNE, CSU, and SCU to establish new medical schools
- (4) Investigate administration and boundaries of Health Districts
- (5) Have Primary Care nurses connected to hospitals
- (6) Indigenous Training of indigenous people for their communities
- (7) Advocacy approach and strategy to be developed by Country Mayors
- (8) Ensure the State Government reports on the progress of the Inquiry
- (9) The Commonwealth Government to explain what they are doing in respect of the Inquiry
- (10) Thank those that have worked hard under a difficult situation
- (11) Councils build health plans
- (12) The issue is workforce. Where is the workforce and where do you get it
- (13) Travel allowances to be simplified
- (14) Need bipartisan support of the 44 recommendations and continuation of Minister for Regional Health (Letters have been sent to the Premier and Leader of the Opposition)
- (15) Re-establish Hospital Boards

RESOLVED that the suggestions be left in the hands of the Executive to monitor and followup ( Parkes Shire Council / Gunnedah Shire Council

**16. Wakefield Park Development**

Goulburn Mulwaree Council advised of Wakefield Park Raceway's appeal to NSW Land and Environment Court against consent conditions imposed. The appeal was upheld but the Court imposed stricter noise management conditions that impact on the definition of an event which could make the raceway unviable

**17. Demerger Proposal of Cootamundra-Gundagai Regional Council**

RESOLVED that Country Mayors write a letter to the Boundaries Commission supporting their decision which recommends the demerger of the councils should proceed (Parkes Shire Council / Gunnedah Shire Council)

**18. Next Meeting**

The date of the next meeting is scheduled for Friday, 18 November 2022

NOTED

There being no further business the meeting closed at 12.40pm.

Cr Ken Keith OAM  
Chairman Country Mayor's Association of NSW

## 8.10 Every Age Counts

**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:** 1.1.2 Encourage and enable healthy lifestyle choices

**Author:** General Manager

**STAFF DISCLOSURE OF INTEREST** Nil

### **IN BRIEF/SUMMARY RECOMMENDATION**

This report recommends that Gwydir Shire applies for membership to Every Age Counts.

**TABLED ITEMS** Nil

### **BACKGROUND**

Every Age Counts has invited Gwydir Shire to join its organisation.

There is no fee to join or maintain membership.

The mission of the organisation is to promote the following pledge:

*"I/we stand for a world without ageism where all people of all ages are valued and respected and their contributions are acknowledged. I/we commit to speak out and take action to ensure older people can participate on equal terms with others in all aspects of life."*

More detailed information is attached.

### **OFFICER RECOMMENDATION**

**THAT Gwydir Shire Council joins, without cost, Every Age Counts.**

### **ATTACHMENTS**

1. Every Age Attachment [8.10.1 - 6 pages]

### **COUNCIL RESOLUTION:**

**THAT Gwydir Shire Council joins, without cost, Every Age Counts.**

**(Moved Cr Dixon OAM, Seconded Cr Matthews)**

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**

RECEIVED  
08 AUG 2022  
Gwydir Shire Council



1 August 2022

Gwydir Shire Council  
Locked Bag 5  
BINGARA NSW 2404

Dear Cr John Coulton and Gwydir Shire Council Councillors  
CC Mr Max Eastcott

I write today to warmly invite Council to join the increasing number of local councils around Australia who have become supporters of EveryAGE Counts which is Australia's national coalition and grassroots movement to end ageism.

Ageism is stereotyping, discrimination and mistreatment based solely on age. All Australian Governments have recognised that ageism is widespread, highly tolerated and has devastating impacts – on individuals, our communities and economy.

We ask that you formally draw our letter to the attention of Council for its consideration and invite any interested councillor to be in contact if they require further information or if you require a briefing for the entire Council.

We can assure you that we are strictly non-party political and indeed enjoy cross party support. Our national coalition is comprised of many members including Council on the Ageing Australia, National Seniors. You can read further information on our work and our support in local communities on our website [everyagecounts.com.au](http://everyagecounts.com.au)

We have already received strong support from numerous local government authorities for our work including the full backing of the Municipal Association of Victoria and have engaged with many local councils at the Australian Local Government Association Conferences. We seek the backing of your Council for our work because it will send a strong message of support and inclusion from Council to your local communities that all people living within your local government area are valued and respected.

We have been especially delighted by the creative ways other local councils have used our resources and developed their own initiatives to end ageism.

You will note on our website at <https://www.everyagecounts.org.au/councils> that we have a dedicated place to highlight the work of local councils. We would love to include you on that list and showcase your activities to the wider Australian community. You will also see on the website a draft motion of support that we ask that Council consider.

Councillors may also be interested to know that Ageism Awareness Day is coming up on 7 October. More information can be found at [https://www.everyagecounts.org.au/aad\\_2022](https://www.everyagecounts.org.au/aad_2022). We are developing some exciting new resources and it will be a great opportunity to bring people together to challenge ageism.

Attached you will find all the relevant information regarding our campaign and a membership agreement form. I have copied in Monica Rutte who will be able to assist Councils with their membership application

I would of course be more than happy to discuss any questions you may have. Thank you and I look forward to hearing from you!

Yours in building an Australia without ageism,

A handwritten signature in black ink, appearing to read 'M. Krasovitsky', with a long horizontal stroke extending to the right.

Dr Marlene Krasovitsky  
Co-chair and Director  
EveryAGE Counts



## About the EveryAGE Counts Campaign

EveryAGE Counts is an advocacy campaign aimed at tackling *ageism*. It's an ambitious campaign spearheading a social movement with a challenging goal: to shift social norms (those unwritten rules of common thinking and behaviour) and positively influence the way Australia thinks about ageing and older people.

### What is ageism?

Broadly speaking, ageism can be defined as prejudice expressed toward a person because of their age. It includes stereotyping, discrimination and mistreatment. While ageism can affect anyone of any age, the EveryAGE Counts campaign is focusing on addressing ageism relating to older people. In this context, ageism comes from negative attitudes and beliefs about what it means to be an older person.

As a form of discrimination, ageism has three key aspects:

- Prejudicial attitudes towards older people, including some attitudes held by older people themselves
- Discriminatory practices against older people, for instance in employment, insurance or health care
- Institutional practices, policies and behaviours that perpetuate negative stereotypes and undermine dignity – including language and representation in the media and cultural settings.

### Why do we need a campaign to tackle ageism?

Ageism is not benign or harmless. It is a big problem because it impacts on our confidence, quality of life, job prospects, health, and control over life decisions.

It is pervasive but often hidden. It can distort our attitudes to older people and ageing and have profound negative impacts on our personal experience of growing older. The impacts of ageism can prevent or limit us from contributing and participating in our communities – socially, economically and as full citizens – and even impact our physical health and longevity.

As well as its individual impacts, ageism can also deny society the enormous range of benefits that can flow, economically and socially, from the full participation of older people.

### What is the campaign's long term vision?

The EveryAGE Counts campaign vision is “a society where every person is valued, connected and respected regardless of age and functional health”.

### What does the campaign want to achieve?

The overall goal of EveryAGE Counts is to set strong, new foundations for current and future generations to age well. Toward this goal, the campaign seeks to:

- shift those deeply entrenched negative social norms about ageing and older people
- reimagine what it means to grow older and be an older person; and reframe our older years as a valid, positive and meaningful part of life
- drive a political and societal response to the *opportunities* presented by our ageing population.

### How will the EveryAGE Counts campaign achieve its goal?

The campaign has to work at a number of levels over time to achieve its goal. EveryAGE Counts is built on a variety of social change activities, including:

- Advocacy, political engagement and public campaigning for policy changes and new policy initiatives [[see Policy Directions to Challenge Ageism](#)]

- Addressing specific structural barriers to participation for older people , for example, in particular settings where ageist policies or entrenched practices prevent access or equal participation (eg in workplaces, healthcare settings)
- Increasing the diversity and accuracy of representations of older people in media, arts and public discussion.
- Building a grassroots social movement so all Australians can be involved in the change they want to see
- Further research and policy development to ensure an evidence based approach.

#### **What is the background history to the EveryAGE Counts campaign?**

The EveryAGE Counts campaign was initially conceived by The Benevolent Society as part of its important campaigning and advocacy work. In March 2017, The Benevolent Society (TBS) commissioned Urbis to undertake a three pronged research project focusing on understanding ‘the drivers of ageism’. Via a literature review, and both qualitative and quantitative studies, this research provided a foundation of evidence to inform a campaign strategy and give the campaign the best chance of success.

The research was developed in consultation with an eminent external reference panel and an internal TBS project team. The reference panel, comprised of key stakeholders, policy and advisory experts and practitioners, who provided expert input, experience and guidance throughout the research phase. The research – *The Drivers of Ageism* – was launched in September 2017.

The research in full and in each part, can be downloaded from the EveryAGE Counts website at: A video about the research can be viewed at: <https://www.everyagecounts.org.au/research>

Key members of the external reference panel subsequently became foundational members, alongside additional organisations and individuals, of a new Coalition formed to develop, implement and collectively drive the campaign.

Under the joint Memorandum of Understanding, The Benevolent Society has committed to undertake secretariat responsibilities for the Coalition and its Steering Group for the first five years. The campaign will become a wholly independent entity by the end of the first five years.

#### **About the Coalition**

The campaign is led by an independent coalition of diverse organisations and individuals committed to achieving this important shift in the way we understand and experience growing older. [see [Coalition membership list](#)] The coalition will continue to grow beyond launch.

#### **Who is funding the Campaign?**

Funding for the establishment of the campaign has come largely from The Benevolent Society under a separate historical endowment expressly intended for advocacy and campaigning work, as part of meeting the organisation’s social justice goals and strategic plan.

The Benevolent Society was successful in winning a substantial grant of \$1.5 million over five years from the [JO and JR Wicking Trust](#). The campaign is extremely grateful for the support shown by the trustees and acknowledges that substantial elements of this campaign would not have been possible without this support.

The EveryAGE Counts campaign was formally launched on 11 October 2018.

[www.everyagecounts.org.au](http://www.everyagecounts.org.au)





## Key information for Coalition Member Organisations

### Who can join the EveryAGE Counts Coalition?

EveryAGE Counts welcomes organisations and individuals to join a national coalition to tackle ageism. Organisations may be any size or type. They may be private sector, NGOs, educational institutions, peak bodies, unions and professional associations etc. This is a campaign that requires the support of the whole community.

Naturally, organisations that wish to join the Coalition are in clear understanding of, and agreement with, the campaign pledge:

*"I/we stand for a world without ageism where all people of all ages are valued and respected and their contributions are acknowledged. I/we commit to speak out and take action to ensure older people can participate on equal terms with others in all aspects of life."*

Membership of the Coalition does not equate to membership of the Coalition Steering Group. See below.

### What is the Coalition Steering Group (CSG)

The Coalition Steering Group provides the overarching guidance and direction for the EveryAGE Counts Campaign and is the key decision making structure for the Coalition. Comprising around 20 organisations and individuals, it reflects a national scope and range of sectors and interests. In its current structure, the full steering group meets formally four times a year while a smaller Coordination Committee meets more frequently. There are also currently six working groups, each with a focus on a different element of the campaign.

The inaugural CSG was created by invitation from The Benevolent Society (as the initial auspicing party for the campaign), building upon membership of the Reference Group established by The Benevolent Society during the campaign's research and development phase in 2017. At the time of the campaign launch and for the first few months of the campaign, the CSG was essentially the entire EveryAGE Counts Coalition, operating under the terms of a signed memorandum of understanding (MOU) between The Benevolent Society and individual members of the CSG.

### Can other Coalition members join the CSG?

Under the current MOU, membership of the CSG is for 12 months. In consultation with the CSG, The Benevolent Society may invite new members to join. However the current CSG has agreed to cap membership of the CSG at the current level to ensure manageability.

A fair and workable process for CSG membership evolution and renewal is currently under development with a view to ensuring new organisations and individuals can have the opportunity to participate more directly in the Coalition governance structure, should they wish to.

### What are the benefits of Coalition membership?

Membership of the EAC Campaign Coalition is currently not a highly formal process and the campaign does not any seek financial contribution from members. However, there are clear benefits for members of the Coalition:



- Recognition as part of strong and diverse group of organisations and individuals – which is in turn, recognised as part of a strong global movement - committed to achieving a society where every person is valued, connected and respected, regardless of age and functional ability.
- Communication of membership on the EAC website with the name of the organisation and the logo. Coalition membership will be made clear in all communications undertaken by the campaign through references and directions to the EAC web page hosting the full list of organisational coalition members.
- Opportunities to be profiled in the EAC blog/newsletter to all members – organisations and individual members – and featured on the website.
- Opportunities for members and member initiatives to be used in media activity as case studies or in agreed joint promotions
- Permission to use the EAC logo, in agreement with the terms of use, to promote support for and commitment to the EAC campaign.
- The opportunity to apply to join the EAC Coalition Steering Group as opportunities arise.
- Supply of a certificate of membership for display purposes, a business card template(s), a lapel pin(s), and a digital tile for inclusion in your email signature

#### **What expectations are there of Coalition members?**

Again, acknowledging that membership of the EAC Campaign Coalition is currently not a highly formal process, there are none the less a number of expectations of coalition members. There are a number of ways coalition members can show their support, including:

- Demonstrate understanding and commitment to the goals and values of the campaign and in particular, to be committed to the Pledge: *"I/we stand for a world without ageism where all people of all ages are valued and respected and their contributions are acknowledged. I/we commit to speak out and take action to ensure older people can participate on equal terms with others in all aspects of life."*
- Take steps where possible to align the organisation's processes and practices with the values and goals of the campaign.
- Communicate the organisation's commitment to the campaign and its values to its staff and /or clients and among the organisations wider networks.
- Promote and encourage actions and activities supporting the campaign throughout their internal and external networks, using a range of forms of communication – for example, sharing the campaign video; encouraging people to take and share the 'Am I Ageist' quiz; and encouraging people to sign up for the pledge.
- Look for opportunities to grow membership of the coalition;
- Where possible, to engage with and respond to requests from and communication with the Campaign secretariat.
- Be sensitive and respectful of the guidelines in relation to the use of the campaign logo and language about the campaign.
- Nominate a person or persons within the organisation to be the key contact for the campaign.

**8.11 Stronger Country Communities' Fund Round 5****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:** 1.1.3 Provide the right places, spaces and activities**Author:** General Manager**STAFF DISCLOSURE OF INTEREST Nil****IN BRIEF/SUMMARY RECOMMENDATION**

The report outlining the draft suggested projects will be tabled at the Meeting or early in the week prior to the Meeting.

**TABLED ITEMS Nil****COMMENT**

Gwydir Shire has been allocated \$1,297,129 under this funding program. But only \$891,776 is exclusively for the Council. The remaining \$405,353 is only available to eligible community organisations. The Council is encouraged to partner with community groups as the lead applicant where the project involves council-owned infrastructure. This report is recommending a breakup of \$807,129 for Council projects and \$490,000 for Community Based Projects.

The projects must exceed at least \$100,000.

Applications opened on 5<sup>th</sup> August 2022 and close on 23<sup>rd</sup> September 2022 at 5 pm

Attached is a list of possible projects for consideration. The recommended projects are detailed in the list and are the result of discussions with the relevant staff.

**OFFICER RECOMMENDATION**

**THAT the following projects are adopted for submission under the Stronger Country Communities' Fund Round 5:**

<b>Project</b>	<b>Which Allocation</b>	<b>Amount</b>
<b>Bingara Campdraft arena relocation and lighting</b>	<b>Community</b>	<b>\$180,000</b>
<b>Warialda Swimming Pool Complex Upgrade</b>	<b>Council</b>	<b>\$317,129</b>
<b>Croppa Creek Bowling Club (If this allocation is rejected by the funding body as ineligible the funding will be allocated to the Tourism and directional signage across the Shire,</b>	<b>Community</b>	<b>\$160,000</b>

especially in the northern area)		
Warialda Recreation Ground and Gwydir Oval Upgrades	Council	\$140,000
Playground equipment upgrade	Council	\$250,000
North Star playground and new toilet facilities Railway Park	Council	\$100,000
Warialda Showground 2 disability access toilets and 4 shower block	Community	\$150,000

## ATTACHMENTS

1. Stronger Country Communities Fund Round 5 Program Guidelines [8.11.1 - 25 pages]
2. Possible SCCF Round 5 Projects [8.11.2 - 1 page]

## COUNCIL RESOLUTION:

**THAT the following projects are adopted for submission under the Stronger Country Communities' Fund Round 5:**

Project	Which Allocation	Amount
Bingara Campdraft arena relocation and lighting	Community	\$180,000
Warialda Swimming Pool Complex Upgrade	Council	\$317,129
Croppa Creek Bowling Club (If this allocation is rejected by the funding body as ineligible the funding will be allocated to the Tourism and directional signage across the Shire, especially in the northern area)	Community	\$160,000
Warialda Recreation Ground and Gwydir Oval Upgrades	Council	\$140,000
Playground equipment upgrade	Council	\$250,000
North Star playground and new toilet facilities Railway Park	Council	\$100,000
Warialda Showground 2 disability access toilets and 4 shower block	Community	\$150,000

(Moved Cr Dixon OAM, Seconded Cr Galvin)

## CARRIED

For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith

Against: Nil

Department of Regional NSW

[nsw.gov.au/SCCFr5](https://nsw.gov.au/SCCFr5)

# Stronger Country Communities Fund

Round 5

Program Guidelines



# Contents

Cover image: A teen enjoys skating at the Bernie Goodwin skate Park, Morisset.  
Photo credit: Lake Macquarie City Council.

Message from the Deputy Premier	4	Application process	19
Overview	5	How to apply	19
Program objective	6	What needs to be included in an application?	19
Key dates	6	Assessment process	20
Program funding	7	Decision making	20
Grant amounts	8	Probity advice	20
Co-contributions	8	Can Ineligible Projects be referred to a more appropriate funding program?	20
Eligibility Criteria	10	Successful Applicants	21
Eligible Applicants	10	Notification	21
Project locations	10	What happens if the project is successful?	21
Flood impacted Local Government Areas	10	Important terms and conditions	21
What types of projects are eligible?	11	Unsuccessful Applicants	22
Inclusion and accessibility	12	Available support	22
Improved outcomes for Aboriginal people	12	Complaints	23
What are Eligible Project Costs?	13	Government Information (Public Access) Act 2009 (NSW)	23
Examples of Eligible Project Costs	14	Copyright	23
Ineligible Projects	15	Disclaimer	23
What are Ineligible Project Costs?	15		
Assessment Criteria	17		
Viability	17		
Community support	17		
Alignment with the Stronger Country Communities Fund objective	18		



From top: Bernie Goodwin skate park and playground. Photo credit: Lake Macquarie  
Children enjoy training at their local Rugby Union Club, in Grenfell.

# Message from the Deputy Premier



The NSW Government is committed to making regional NSW the best place to live. That is why I am so pleased to announce Round 5 of the popular Stronger Country Communities Fund with up to \$160 million available to support our regional communities big and small.

Having faced the worst floods, drought and bushfires on record alongside the impacts of COVID-19, it has been a challenging time for people living and working in our regions. This continued investment in regional NSW aims to restore and strengthen our regional economies.

Over the past four rounds of the Fund, we have provided more than \$500 million to over 2,000 local grassroots projects aimed at reinvigorating rural communities in every single regional Local Government Area across the state.

Now in its fifth round, the Stronger Country Communities Fund will continue to deliver vital community infrastructure such as bike paths, sports fields, main street upgrades, playgrounds, community centres and much more.

I am proud to say this Fund helps bring to life our vision for growing local economies and making everyday life better for everyone who lives, visits or does business in regional NSW.

I hope you take the time to submit a funding application and I look forward to seeing the final projects supported through this Fund.

A handwritten signature in black ink that reads "Paul Toole". The signature is written in a cursive style.

**The Hon. Paul Toole MP**  
*Deputy Premier*  
*Minister for Regional NSW, and Minister for Police*



# Overview

The Stronger Country Communities Fund was established in 2017 by the NSW Government to deliver local projects that enhance the lives of people living in regional communities.

Round 5 of the Stronger Country Communities Fund will see a further \$160 million made available for community projects that increase the wellbeing of regional NSW communities, including up to \$50 million dollars for projects delivered by Eligible Community Applicants.

The Stronger Country Communities Fund is administered by the Department of Regional NSW.

\$500m

Round 1-4

\$160m

Round 5

\$660m

Stronger Country  
Communities Fund total

# Program objective

The objective of the Stronger Country Communities Fund is to boost the wellbeing of communities in regional areas by providing new or upgraded social and sporting infrastructure or community programs that have strong local support.



A young child enjoys playing in Grenfell.

# Key dates

## Applications open:

5 August 2022

## Applications close:

23 September 2022 at 5pm AEST

### *Notification/Project announcement:*

Successful Applicants will be notified confidentially from November 2022 or as soon as possible after a grant is approved, at the NSW Government's discretion.

Public announcement by the NSW Government may occur at any time after an Applicant has been notified of a successful outcome.

### *Contracting:*

From November 2022

Contracting will commence once an Applicant has signed and returned their letter of offer and confidentiality agreement.

### *Project completion:*

Projects must commence within 6 months of a funding announcement and be completed within 3 years from executing a funding deed.

---

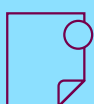
In extenuating circumstances, late applications may be accepted at the sole discretion of the Department of Regional NSW.

# Program funding

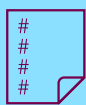
There is a total of \$160 million available in Round 5 of the Stronger Country Communities Fund, including up to \$50 million for projects delivered by Eligible Community Applicants.



The funding is available for project types including local community and sporting infrastructure, street beautification, projects that improve accessibility and inclusion for people with disability, projects that improve outcomes for Aboriginal people, community programs and local events.



Eligible Applicants may contact the Department of Regional NSW for the available funding for their Local Government Area.



If an Eligible Council Applicant submits an application seeking funding above their nominated funding allocation for the Local Government Area, the Eligible Council Applicant is asked to rank projects, including joint projects (if applicable), in their order of local priority.



Where a Local Government Area's funding allocation is not fully exhausted, the option to utilise these funds in future will be assessed on a case-by-case basis at the sole discretion of the Department of Regional NSW.



From top: Youths play basketball at a local park in Narrandera. Kyle Lionheart and James Bennett play for an audience in Lake Macquarie.  
Photo credit: Lake Macquarie City Council.

# Grant amounts



Project type	Minimum grant funding	Maximum funding
Infrastructure	\$100,000	Local Government Area allocation. For requests over \$2 million, a financial co-contribution of 25 per cent is required.
Program	\$100,000	

Applicants requesting over \$2 million in grant funding for a sports project must obtain a letter of support from the relevant NSW peak sporting organisation.

Eligible Applicants can contact the Department of Regional NSW for the maximum funding allocation for their Local Government Area.

## Co-contributions



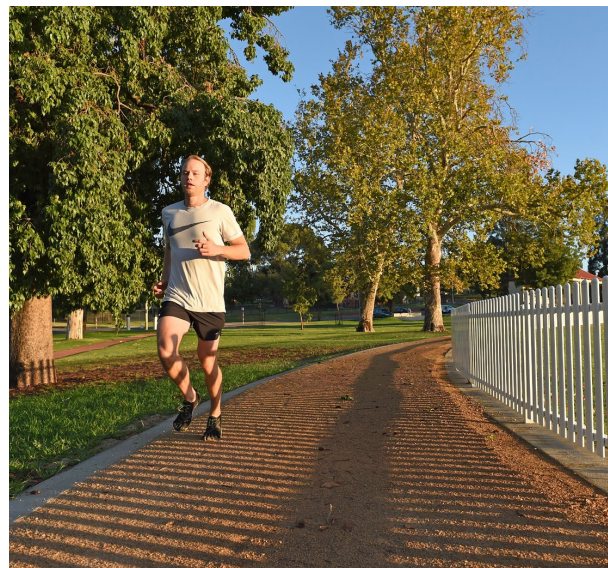
- Applicants requesting \$2 million or more in grant funding for an individual project are required to make at least a 25 per cent financial co-contribution to that project. This is a mandatory eligibility requirement. Co-contributions could include leveraging Applicant funds as well as funding from other sources including other NSW or Australian Government programs.



- The financial co-contribution source may be from the Applicant or other funding sources but must be confirmed as part of the application process through the provision of supporting evidence.



- Project delivery or viability should not be dependent on co-contributions that have not been secured.



From top: Locals workout on outdoor gym equipment in Grenfell. New library facilities, Lake Macquarie. Photo credit: Lake Macquarie City Council. A young man enjoys a run on a local pathway, Narrandera.

# Eligibility Criteria

All applications submitted under Round 5 of the Stronger Country Communities Fund will need to meet the Fund's Eligibility Criteria and will be assessed against the Assessment Criteria.

## Eligible Applicants

Applicants must be an incorporated entity and hold an Australian Business Number (ABN), Australian Company Number (ACN), be registered with NSW Fair Trading under the Associations Incorporation Act 2009 or incorporated under an Australian federal, state or territory Act of Parliament. Unincorporated organisations, individuals and for profit and commercial organisations are ineligible to apply.

Eligible Council Applicants	Eligible Community Applicants
<ul style="list-style-type: none"> <li>NSW regional councils, excluding Greater Sydney, Wollongong &amp; Newcastle</li> <li>NSW regional joint organisations of councils</li> <li>Section 355 committees of council*</li> </ul>	<ul style="list-style-type: none"> <li>Community organisations registered as incorporated associations</li> <li>Not-for-profit community organisations registered as public companies</li> <li>Local Aboriginal Land Councils</li> <li>Lord Howe Island Board</li> <li>Unincorporated Far West groups</li> </ul>

\*Section 355 committees of council must apply via the relevant council.

Eligible Council Applicants are encouraged to work with community groups to identify priority projects and should consider project partnerships where the Eligible Council Applicant is the landowner. The Eligible Council Applicant will be solely responsible for the project's delivery and reporting through a funding deed.

Eligible Applicants are encouraged to work with key local stakeholders including their local Members of Parliament, local council, peak sporting or cultural organisations to identify priority projects in their Local Government Area to ensure projects with high community support are submitted. Letters of support are encouraged from all local stakeholders to strengthen applications.

Eligible Applicants must have or be able and willing to purchase at least \$20 million public liability insurance.

## Project locations

Projects must be located in one of the 93 regional NSW Local Government Areas, Lord Howe Island or the Unincorporated Far West. Projects in Greater Sydney, Newcastle and Wollongong are not eligible.

Projects located across Local Government Areas are not eligible. If an Applicant wishes to apply for a project across more than one Local Government Area, the project should be split into multiple projects and submitted for the relevant Local Government Area.

## Flood impacted Local Government Areas

The flood impacted Local Government Areas of Clarence Valley, Richmond Valley, Kyogle, Lismore, Ballina, Byron and Tweed will be provided additional support during the application and project delivery process.

# What types of projects are eligible?

Projects must be for infrastructure or community programs that boost the wellbeing of regional areas through improved amenity and positive social outcomes.

## Projects must be for:



construction of new, or upgrades to existing, local community infrastructure



construction of new, or upgrades to existing, local sporting infrastructure



capital works related to street beautification and other public places that promote the health, happiness and wellbeing of the community



delivering programs that benefit the local community and provide public benefit



infrastructure to assist the delivery of general community programs



infrastructure or community projects or programs which improve and promote accessibility and inclusion

Projects must deliver public benefit and outcomes that contribute to the program objective (see page 6). Applicants will be expected to establish monitoring procedures to demonstrate the delivery of the expected benefits.

Projects can demonstrate public benefit by showing how the project will benefit the public generally, or a sufficient section of the public. Similarly, while projects can be located on private land they must not be solely for private benefit. The Applicant will need to show how the facility will be open to the community.

See page 14 for examples of Eligible Project Costs.

### Inclusion and accessibility

The NSW Government is seeking to support regional communities to future-proof infrastructure and programs by funding universally designed projects. These projects should move beyond current day compliance standards and provide dignified and equitable inclusion to social and community programs for people with disability.

Funding will support projects that improve community participation, livable communities and accessibility and inclusion outcomes. These will assist people with disability and accessibility requirements to participate independently with equity and dignity.

**Applicants must demonstrate consideration of accessibility and inclusion measures in their application.** Projects which demonstrate the provision of fit-for-purpose, accessible and safe facilities, and increased participation opportunities by increasing accessibility and inclusion/universal design are encouraged.

This applies to both infrastructure projects and community or social programs aiming to improve existing accessibility and inclusion to encourage greater participation.

### Improved outcomes for Aboriginal people

The NSW Government is committed to supporting Aboriginal people and communities to drive local and place-based initiatives and solutions through funded projects. It acknowledges regional communities are unique and therefore initiatives and solutions need to be bespoke, tailored and determined by the local community.

Projects that seek to improve outcomes for Aboriginal people must align with the skills, aspirations and experiences of local Aboriginal communities. Projects must address a demonstrated community issue and deliver positive impact on social outcomes for Aboriginal people and communities in regional NSW.



From top: Urunga Boardwalk on the Coffs Coast. Women enjoying a visit to the Yaamaganu Gallery in Moree. Photo credit: Destination NSW



# What are Eligible Project Costs?

Eligible Project Costs may include those associated with:

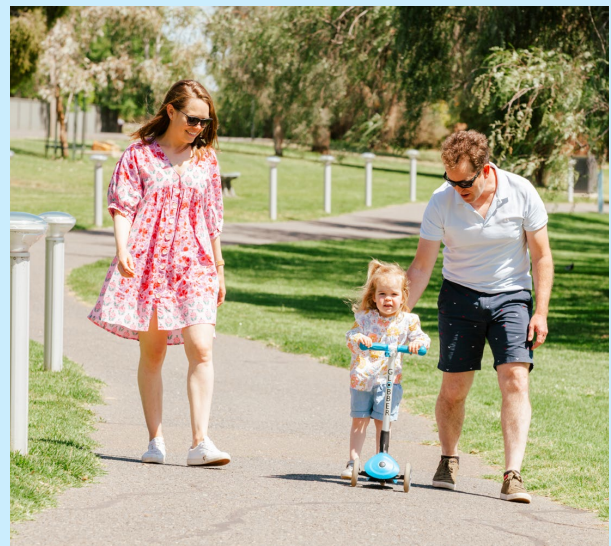


building new or upgrading existing local community amenity and community service infrastructure



delivering community programs and events

Applicants may include up to 25 per cent of the total project cost for contingency and up to 10 per cent of the total project cost for project management and administration. Design, including regulatory applications and approvals costs, must be listed as administration costs.



Families and children enjoy the park and playground in Forbes.

## Examples of Eligible Project Costs:

### Community programs and events

- Community events
- Aboriginal and Torres Strait Islander community cultural education programs
- Multicultural festivals
- Intergenerational activities – sharing knowledge through activity-based experience
- Environmental education and working bees
- Short-term disability and/or carer support programs
- Workshops to identify accessibility and inclusion needs in the community
- Cultural and/or disability awareness training sessions
- Community, sporting and recreational programs which seek to remove barriers to participation through promoting accessibility and inclusion
- Community wellbeing programs.

### Community amenity and community service infrastructure

- Community centres and halls
- Libraries
- Community amenities and barbecue/picnic areas
- Recreation facilities
- Club houses, change rooms, canteens
- Murals or community art instalments
- Memorials or statues
- Emergency services infrastructure (e.g. aerodrome water refilling)
- Surf Life Saving Club infrastructure
- Aquatic facilities and pools
- Amenities for participants and spectators
- Playgrounds, parks, shared paths and fixed fitness stations
- Seating, planting boxes, landscaping and paving
- Street lighting to improve safety
- Street/footpath reconfigurations in commercial and recreational areas. Footpaths in a residential area are only eligible where there is a clear transport link to facilities
- Shade cloth, awnings and pergolas
- Public toilets
- Infrastructure for health and community services facilities (e.g. domestic violence centres for women)
- Homeless shelters
- Men’s sheds
- Provision of a sensory room
- Community aged care facilities
- Infrastructure upgrade to local community radio station facilities
- Infrastructure to support and improve accessibility to community facilities
- Town and tourism signage
- Main street beautification projects
- Non-fixed assets that enhance accessibility and inclusion. Examples include beach access mats, pool hoists, portable changing places amenities and adaptive sporting equipment such as court-based wheelchairs.

\*Please note that the examples provided above are suggestions only and other projects that meet the program objective are welcomed.

## Ineligible Projects

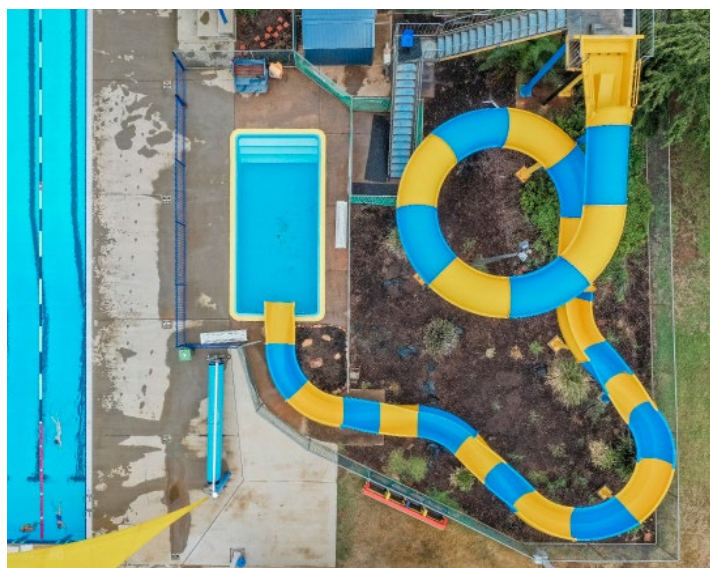
### Projects are not eligible for funding if they are:

- located outside an eligible regional Local Government Area
- not submitted by an eligible entity
- located across multiple Local Government Areas boundaries
- exclusively for planning activities (e.g. master planning or heritage studies)
- for the maintenance or construction of local roads or other ongoing core service infrastructure works that are the ordinary responsibility of council or other levels of government
- for the delivery of essential or core government services that should be funded from another source such as local government, the NSW Government or the Australian Government
- seeking retrospective funding to cover any project component that is already complete before Applicants are informed of the funding decision outcome or funding is announced
- seeking grant funding for ongoing staff or operational costs beyond 3 years from project announcement for programs, or any ongoing staff or operational costs for infrastructure projects
- for a general works package without specific scope, costs and location (e.g. 'upgrading lighting at sports ovals' without identifying the work required, number of sites or the locations)
- exclusively for marketing, branding, advertising or product promotion including tourism marketing
- providing direct commercial and/or exclusive private benefit to an individual or business
- not clearly providing benefits that will significantly contribute to the objective of the Stronger Country Communities Fund
- the recipient of duplicate grant funding from another NSW or Australian Government grant program for the same project
- solely for the maintenance of any infrastructure i.e. painting or beautification repairs without upgrading the functionality of the infrastructure.

## What are Ineligible Project Costs?

### Ineligible Project Costs include:

- costs related to buying or upgrading non-fixed equipment or supplies, unless considered essential to program delivery and are incidental costs to the overall project budget
- costs relating to the purchase of vehicles, buses, boats, trailers, motorhomes, or other modes of transportation
- purchase of land or buildings
- financing, including debt financing or rental costs
- costs relating to depreciation of plant and equipment beyond the life of the project
- non-project related staff training and development costs
- ongoing/recurrent funding that is required beyond the stated timeframe of the project
- for infrastructure projects, funding for any ongoing staff or operational costs
- for community programs, funding for ongoing staff or operational costs beyond the scope and timeframe of the funded project
- projects that seek to solely subsidise memberships for existing services
- project management or contingency costs that exceed the eligibility requirements (see page 13).



From top: Children enjoying a game at the local Grenfell Soccer Club.  
Holland Park Swimming Centre, West Wyalong

# Assessment Criteria



All applications that meet the Eligibility Criteria must also meet the relevant Assessment Criteria to receive funding. Eligible applications will be assessed against the following criteria:

1. Viability
2. Community support
3. Alignment with Stronger Country Communities Fund objective

## 1. Viability

*A project will be considered viable if it:*

- has in the Department of Regional NSW's view, a realistic budget based on quotes or detailed estimates, reasonable assumptions or previous experience with similar projects
- is cost-effective and represents value for money
- can be delivered in stages
- can be delivered within 3 years from the project funding announcement
- has estimated costs for combined project management and administration that do not exceed 10 per cent of the total project cost
- has estimated costs for contingencies that do not exceed a maximum of 25 per cent of the total project cost
- demonstrates access to the necessary expertise and support to deliver the project
- does not require ongoing funding from the NSW Government
- demonstrates how it will be operated and/or maintained when the project is completed (where applicable).

The Department of Regional NSW may seek information from relevant NSW Government departments to verify the viability of a project and retains the discretion to disclose information to these agencies where relevant.

## 2. Community support

- The project must have demonstrated community support.
- Consultation is an important part of the process to ensure that projects are supported by the community and help to make regional communities even better places to live.
- Applicants will be required to provide evidence of consultation and support for the projects they submit, such as:
  - engagement through council's Community Strategic Plan, online surveys, letters of support from Members of Parliament, councils, peak sporting and cultural organisations, or other documents demonstrating community support for the projects.

**3. Alignment with Stronger Country Communities Fund objective**

The project clearly demonstrates that anticipated community benefits will directly contribute to the objective of the Fund (see page 6).

Alignment with the relevant Disability Inclusion Action Plan for projects that seek to enhance accessibility and inclusion for people with disability.

Evidence that the project aligns with the aspirations and experiences of local Aboriginal communities for projects that seek to improve outcomes for Aboriginal people.

The Department of Regional NSW may request additional information or clarification from Applicants to assist in the assessment.



The Tocumwal Water Playground.

# Application process



Round 5 of the Stronger Country Communities Fund will be a single stage application process.

Eligible Council Applicants will be required to submit all of their projects (up to a maximum of 10 projects) in the one application form.

All Applicants are required to submit the application documents into the Fund's online portal.

Applications cannot be reopened or amended once the closing date has passed.

## How to apply

Visit <https://regionaldevelopment.smartygrants.com.au/SCCF5> to submit an application to the Stronger Country Communities Fund Round 5.

## What needs to be included in an application?

*All applications need to include:*

- a clear project scope
- a project plan
- a project budget based on quotes or detailed estimates, reasonable assumptions or previous experience with similar projects
- landowner consent if the land is not owned by the Applicant
- proof of incorporation for community groups
- evidence of \$20 million Public Liability Insurance in the name of the Applicant
- evidence of project co-contribution for projects requesting \$2 million or more in funding (if applicable)
- a letter of support from the relevant NSW sporting organisation if a sports-related project is seeking over \$2 million in grant funding (if applicable)
- evidence of community consultation and strong community support for the project

For council applications these will need to be provided for each project included in the application.

Templates can be found at [nsw.gov.au/SCCFr5](https://nsw.gov.au/SCCFr5)

# Assessment process



## Decision making

Following receipt of applications, the Department of Regional NSW will review projects against the Eligibility Criteria and then arrange for the assessment of projects against the Assessment Criteria.

Through the assessment process, the Department may request additional information from the Applicant. The Department may also seek advice from other NSW Government agencies or other third-party providers (such as probity advisors) to assist with the assessment of projects. The Stronger Country Communities Fund assessment panel will review project eligibility and assessment outcomes and form a list of projects that are deemed suitable/not suitable for government consideration.

The assessment panel may recommend part-funding projects where there is insufficient funding available for the whole project or where only a component of the project is considered suitable for funding. This may include part-funding projects under the minimum grant threshold of \$100,000.

***Broader factors that may be considered when assessing the overall package of projects suitable for funding include:***

- amount of funding available
- suitability of projects for other government funding opportunities
- other factors deemed relevant and important in a local or whole-of-NSW context.

The Department can take other factors into account that may make an application ineligible for funding, such as any person, business or organisation that could cause reputational or other risk to the NSW Government.

The assessment panel may at their discretion recommend a project conditionally on the basis that an external, professional project management service be engaged for the project to ensure appropriate affordability and deliverability. Where appropriate, projects may be referred to other funding programs in the NSW or Australian Government for consideration.

The assessment panel's advice and recommendations will be provided to the Deputy Premier for consideration and final approval.

## Probity advice

Independent probity advisors will provide guidance to the Department on any issues concerning integrity, fairness and accountability that may arise throughout the application, assessment, and decision-making process. This will ensure decisions are made with integrity, fairness and accountability, while delivering value for money for NSW.

## Can Ineligible Projects be referred to a more appropriate funding program?

Yes. Projects that are more suitable for other NSW Government programs may be referred to those programs. Applications that are referred will be subject to the full Assessment Criteria of the other NSW Government program to which they are referred. Applicants may need to update their application to meet the criteria of the referred program.



# Successful Applicants



## Notification

Successful Applicants will be notified by email and/or letter. Applicants must keep the grant confidential for a period if an announcement is likely to be made by the NSW Government.

## What happens if the project is successful?

### Funding Deed

- Successful Applicants will be required to enter into a funding deed with the NSW Government. A sample funding deed can be viewed at [nsw.gov.au/SCCFr5](https://nsw.gov.au/SCCFr5)
- Successful Applicants will be required to provide all supporting documentation and approvals before the Department of Regional NSW can enter into a funding deed. This includes \$20 million Public Liability Insurance, Development Approval (if applicable) and approval from the Department of Education (DoE) Asset Management Unit for projects being undertaken on DoE land.
- The NSW Government makes no binding funding commitment to an Applicant unless and until both parties sign a funding deed.
- Successful Applicants must not make financial commitments for funded activities until funding deeds have been executed by both parties.
- Grants will be paid via milestone payments set out in the funding deed. Timing and requirements will vary at NSW Government's discretion.
- Successful Applicants may be required to submit progress reports to the NSW Government as outlined in the funding deed.

### Important terms and conditions

- All projects must demonstrate they can commence within 6 months of the announcement of funding and be completed within 3 years as outlined in the project plan.

- Applicants must hold all relevant insurances, including a minimum \$20 million Public Liability Insurance.
- Requests for variations or changes to the project will only be considered in limited circumstances.
- All awarded grants will be GST exclusive. If you are registered for GST, this will be applied on top of the agreed grant value when payment is made to you. Grants are assessable income for taxation purposes, unless exempted by taxation law. It is recommended Applicants seek independent professional advice about taxation obligations or seek assistance from the Australian Taxation Office. The NSW Government does not provide advice on individual taxation circumstances.
- Successful Applicants will be required to pay back unspent funds or those funds which have not been spent in accordance with the funding deed.
- Successful Applicants will be required to participate in a program evaluation to determine the extent to which their projects have contributed to the objective of the Fund. The evaluation will require Applicants to provide evidence of how projects have resulted in a measurable change to the lives of local residents that is consistent with the objective of the Fund.
- Any information submitted by an Applicant may be used for promotional material prepared by the NSW Government.
- The NSW Government may choose to publicly announce funding for individual applications. It may also use information provided in the grant to develop case studies.
- All recipients of NSW Government funding should acknowledge this financial support as per the Funding Acknowledgement Guidelines for Recipients of NSW Government Grants available at [nsw.gov.au/branding/sponsorship-and-funding-acknowledgment-guidelines](https://nsw.gov.au/branding/sponsorship-and-funding-acknowledgment-guidelines).
- The Department reserves the right to undertake an audit of grant funding within a period 7 years from the signing of the funding deed.
- Applicants must advise the Department of any changes to their legal status or of changes or delays to their project.

### Unsuccessful Applicants

Applicants will be notified in writing of the outcome of each application and will be offered a feedback information session for any unsuccessful application.

### Available support

For help preparing applications, information and resources including relevant application templates are available from [nsw.gov.au/SCCFr5](https://nsw.gov.au/SCCFr5).

A webinar will be held during the application open period. Information about the webinar will be available on the Fund's webpage when details are confirmed.

The Department of Regional NSW can assist Applicants to develop strong applications. Please contact [sccf.enquiries@regional.nsw.gov.au](mailto:sccf.enquiries@regional.nsw.gov.au) or call 1300 679 673 for a referral.



From top: Queanbeyan 2021 Taskforce meeting. Sport and Rec Camp at Borambola.

## Complaints

Any concerns about the Fund or individual applications should be submitted in writing to [regionalnsw.business@regional.nsw.gov.au](mailto:regionalnsw.business@regional.nsw.gov.au). If you do not agree with the way the Department of Regional NSW handled the issue, you may wish to contact the NSW Ombudsman via [ombo.nsw.gov.au](http://ombo.nsw.gov.au).

## Government Information (Public Access) Act 2009 (NSW)

Applicants should be aware that information submitted in applications and all related correspondence, attachments and other documents may be made publicly available under the Government Information (Public Access) Act 2009 (NSW). Information that is deemed to be commercially sensitive will be withheld.

The Government Information (Public Access) Act 2009 (NSW) makes government information accessible to the public by:

- requiring government agencies to make certain sorts of information freely available
- encouraging government agencies to release as much other information as possible
- giving the public an enforceable right to make access applications for government information
- restricting access to information only when there is an overriding public interest against disclosure.

## Copyright

This publication is protected by copyright. With the exception of (a) any coat of arms, logo, trademark or other branding; (b) any third-party intellectual property; and (c) personal information such as photographs of people, this publication is licensed under the Creative Commons Attribution 4.0 International Licence.

The licence terms are available at the Creative Commons webpage <https://creativecommons.org/licenses/by/4.0/legalcode>

The Department of Regional NSW requires that it be attributed as creator of the licensed material in the following manner: © State of New South Wales (Department of Regional NSW), (2022).

You may also use material in accordance with rights you may have under the Copyright Act 1968 (Cth), for example under the fair dealing provisions or statutory licences.

The use of any material from this publication in a way not permitted by the above licence or otherwise allowed under the Copyright Act 1968 (Cth) may be an infringement of copyright. Infringing copyright may expose you to legal action by, and liability to, the copyright owner.

Where you wish to use the material in a way that is not permitted, you must lodge a request for further authorisation with the Department.

## Disclaimer

The Department of Regional NSW does not guarantee or warrant, and accepts no legal liability whatsoever arising from or connected to, the accuracy, reliability, currency or completeness of any material contained in this publication. Information in this publication is provided as general information only and is not intended as a substitute for advice from a qualified professional.

The Department recommends that users exercise care and use their own skill and judgment in using information from this publication and that users carefully evaluate the accuracy, currency, completeness, and relevance of such information. Users should take steps to independently verify the information in this publication and, where appropriate, seek professional advice.

The guidelines are subject to change at any time at the sole discretion of the Department.



Kids enjoy a sunny day at the local pool, in Warren. Photo credit: Warren Shire Council

---

Department of Regional NSW

---

**T** 1300 679 673  
**E** [sccf.enquiries@regional.nsw.gov.au](mailto:sccf.enquiries@regional.nsw.gov.au)  
**W** [nsw.gov.au/SCCFr5](http://nsw.gov.au/SCCFr5)

**FOLLOW US**



@OurRegionalNSW  
DepartmentOfRegionalNSW



Project Details	From Council Allocation	From Community Allocation	Support Recommended	Notes
Bingara tennis court and bowls green lighting				No quotations received as yet but the projects were not intended to be recommended.
Bingara Campdraft arena relocation and lighting		\$180,000	\$180,000	Current facility is considered dangerous
Bingara Jockey change rooms		\$230,000		As an interim measure the inadequate plumbing will be address from the operational budget.
Warialda Swimming Pool Complex Upgrade	\$637,000	\$170,000	\$317,129	Resin seal and paint both pools; Replacement building roof; Upgrade existing pump and filtration system;and; replace the diving blocks.
Croppa Creek Bowling Club		\$160,000	\$160,000	If this allocation is rejected by the funding body as ineligible the funding will be allocated to the Tourism and directional signage across the Shire, especially in the northern area
Warialda Recreation Ground and Gwydir Oval Upgrades	\$140,000		\$140,000	WRG - Goal Posts, Electronic Score Board, New PA system, Portable seating; GO Electronic core board repairs
Warialda Recreation Ground Lighting Upgrade		\$457,200		These requests will be reconsidered when the next round of Federal Grants are available.
Warialda Recreation Ground various building improvements: Canteen, Seating and Dressing sheds.		\$192,000		
Playground equipment upgrade	\$250,000		\$250,000	CWA Park Bingara, Apex Park and Captain Cook Park Warialda
North Star playground and new toilet facilities Railway Park	\$100,000		\$100,000	These improvements were raised at the Community Meeting held at North Star
Glacial area upgrade - access road and upgrade of facilities	\$100,000			The Glacial Area is under the control of Local Land Services.
The replacement/updating of plaques/honour rolls on brick plinths at the old Warialda pioneer cemetery, Memorial Gates and Rotunda Shelter		\$100,000		Warialda Historical Society
Tourism and directional signage across the Shire, especially in the northern area	\$160,000			
Gravesend Hall		\$130,000		This would finish the renovations to the hall
Warialda Showground 2 disability access toilets and 4 shower block		\$150,000	\$150,000	Warialda P & A Association
<b>Total Requests</b>	<b>\$1,387,000</b>	<b>\$1,769,200</b>	<b>\$1,297,129</b>	
<b>Grant Total Available</b>	<b>\$891,776</b>	<b>\$405,353</b>	<b>\$1,297,129</b>	
<b>Recommended allocations</b>	<b>\$807,129</b>	<b>\$490,000</b>	<b>\$1,297,129</b>	

8.12 July Investment and Rates Collection

<b>File Reference:</b>	NA
------------------------	----

**Delivery Program**

**Goal:** 5. Organisational management  
**Outcome:** 5.1 Corporate management  
**Strategy:** 5.1.1 Financial Management and accountability systems  
**Author:** Helen Thomas, Chief Financial Officer

**STAFF DISCLOSURE OF INTEREST Nil**

**IN BRIEF/SUMMARY RECOMMENDATION**

This report will be either tabled at the Meeting or delivered early next week.

**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 31<sup>st</sup> July 2022.

**Direct Investments**

Broker	ID	Investment Name	Rating	Type	Next Rollover	Yield	Current Value
NAB	2021.10	NAB	AA	TD	23/08/2022	0.38%	\$1,000,000.00
NAB	2021.2	NAB	AA	TD	23/08/2022	0.38%	\$1,000,000.00
NAB	2021.3	NAB	AA	TD	23/08/2022	0.38%	\$1,000,000.00
<b>Grand Total</b>							<b>\$3,000,000.00</b>

**Managed Funds**

Fund	Investment Horizon	Type	3 Mth Avg Yield	Current Value
Regional Australia Bank	At Call	Cash	See report	\$408,739.23
Tcorp Cash Fund	At Call	Cash	See report	\$ 9,313,894.03
Tcorp Medium Term Fund	At Call	Cash	See report	\$ -
<b>Grand Total</b>				<b>\$9,722,633.26</b>

**Total Investments**

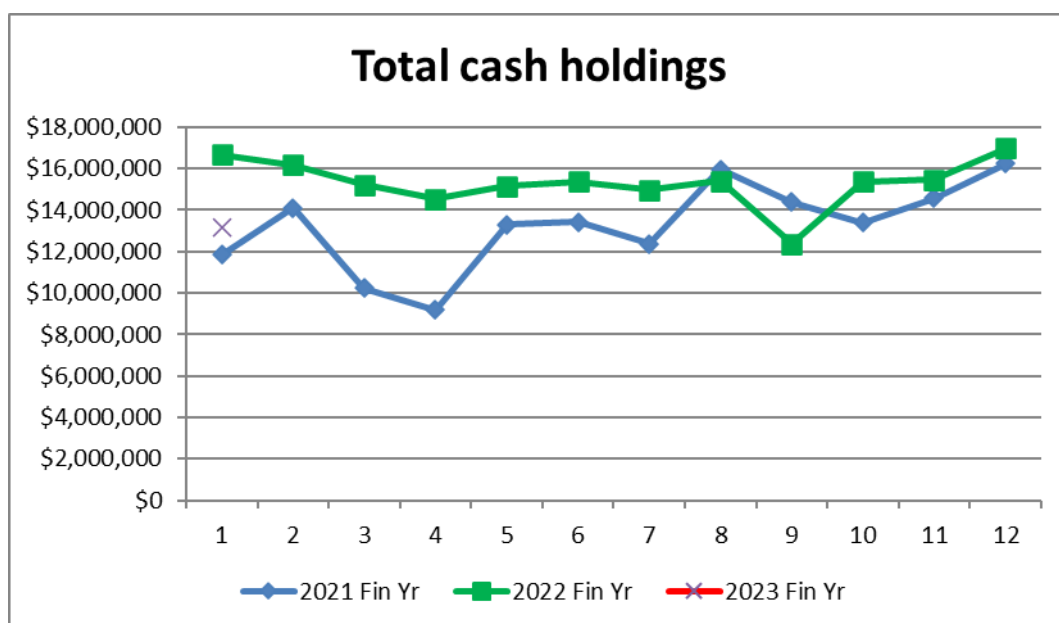
<b>Direct Investments</b>	<b>\$3,000,000.00</b>
<b>Managed Funds</b>	<b>\$9,722,633.26</b>
<b>Grand Total</b>	<b>\$12,722,633.26</b>

**Cash and Investments**

Total Investments	
Direct Investments	\$3,000,000.00
Managed Funds	\$9,722,633.26
<b>Grand Total Investments</b>	<b>\$12,722,633.26</b>

Total Cash and Investments	
Investments	\$12,722,633.26
Cash at bank	\$419,524.76
<b>Grand Total Cash and Investments</b>	<b>\$13,142,158.02</b>

General Fund Cash	
<b>Total cash and investments</b>	<b>\$13,142,158.02</b>
<b>LESS:</b>	
Water fund*	-\$912,136.00
Sewer fund*	-\$2,845,000.00
Waste fund*	-\$4,042,000.00
<b>Other restrictions:</b>	
Employee leave entitlements*	-\$400,000.00
Asset replacement*	-\$287,689.00
Bonds and deposits	-\$1,126,478.46
Unexpended grants*	-\$2,600,000.00
Developer contributions	-\$539,000.00
<b>Discretionary General Fund Cash</b>	<b>\$389,854.56</b>

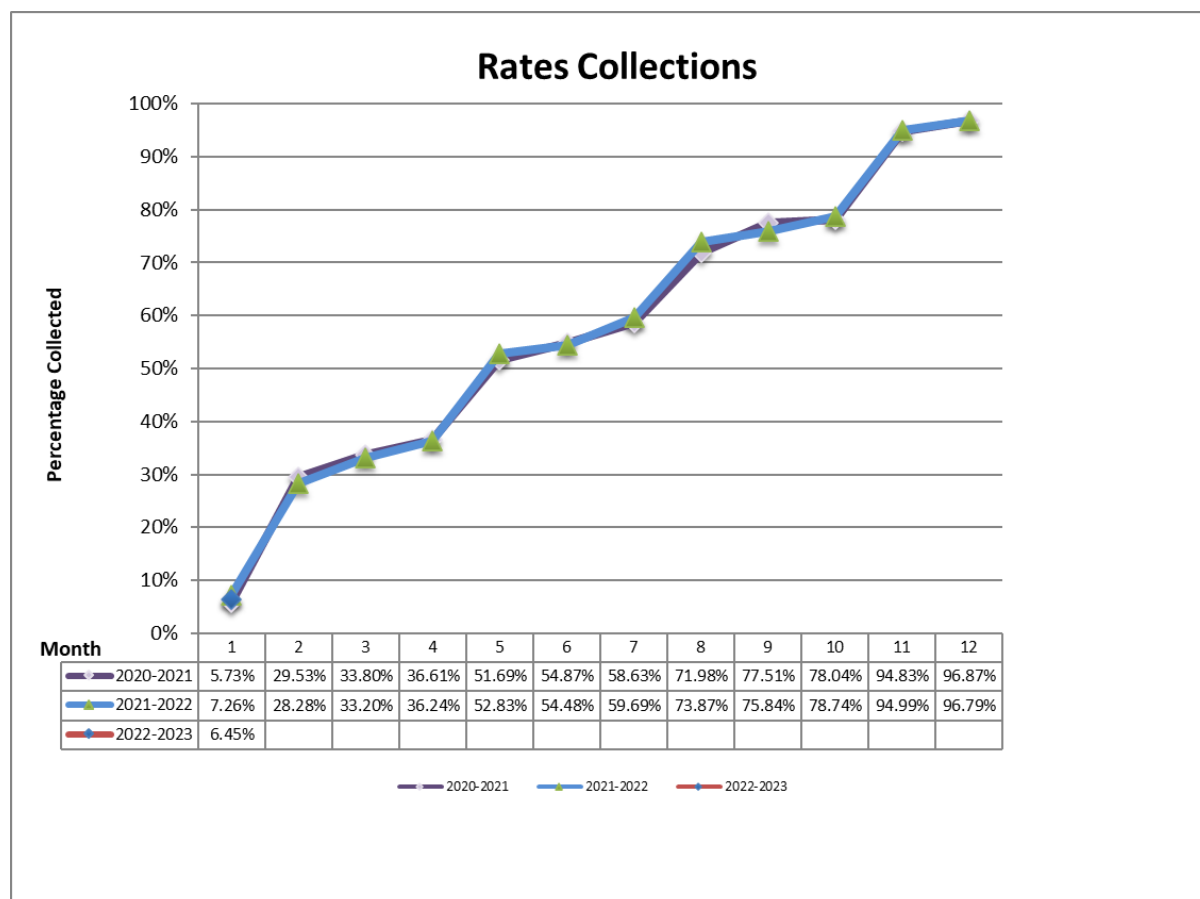




I, Helen Thomas, CFO and Responsible Accounting Officer for Gwydir Shire Council, certify that the Council’s investments have been made in accordance with the Local Government Act 1993, Local Government (General) Regulation 2005 and Council’s Investment Policy, as amended.

**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 31<sup>st</sup> July 2022.



**OFFICER RECOMMENDATION**

**THAT the July Monthly Investment and Rates Collection report be received.**

**FURTHER that the attached OLG correspondence dated 16<sup>th</sup> August 2022 is noted as requested in the correspondence.**

**ATTACHMENTS**

- 1. The OLG has requested that this information be tabled [8.12.1 - 16 pages]

**COUNCIL RESOLUTION:**

**THAT the July Monthly Investment and Rates Collection report be received.**

**FURTHER** that the attached OLG correspondence dated 16<sup>th</sup> August 2022 is noted as requested in the correspondence.

**(Moved Cr D Coulton, Seconded Cr Smith)**

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**



NSW Local Government Grants Commission  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541

OUR REFERENCE: A830268  
YOUR REFERENCE:  
CONTACT: Helen Pearce  
(02) 4428 4131  
helen.pearce@olg.nsw.gov.au

Mr Max Eastcott  
Gwydir Shire Council

By email: [mail@gwydir.nsw.gov.au](mailto:mail@gwydir.nsw.gov.au)  
Cc: [meastcott@gwydir.nsw.gov.au](mailto:meastcott@gwydir.nsw.gov.au)

16 August 2022

Dear Mr Eastcott

In accordance with the NSW Local Government Grants Commission's (Commission) policy of providing information to councils about the way the Commission calculates financial assistance grants (FAGs), please find attached a summary of Council's 2022- 23 estimated FAGs entitlement (**Appendix A**).

The national FAGs estimated entitlement for 2022-23 is \$2.817 billion and is made up of \$1.951 billion for the general purpose component and \$0.866 billion for the local roads component. The national estimated entitlement for 2021-22 increased by \$86 million to account for final adjustments to the CPI and population shares for the year.

The Commonwealth Treasury's estimate of the Consumer Price Index (CPI) for 2021- 22 was adjusted up in July 2022. When compared to the 2021-22 final adjusted amount, the total national estimated FAGs for 2022-23 increased by 2.7%. Accordingly, the State's FAGs allocation for 2022-23 is slightly higher than last year, however the ongoing economic impact of the pandemic remains difficult to predict.

The national general purpose component was distributed across the states and territories on a population basis. NSW received 30.85% or \$617.9 million in the general purpose component, which represents a 3.3% increase on last year's final figure. The local roads component is based on an historical formula. NSW's share of the total road funding is a fixed 29% share, or \$251.2 million, which represents a 2.7% increase. The total 2022-23 FAGs estimated entitlement for NSW is \$869.1 million.

T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au)  
W <http://www.olg.nsw.gov.au>  
(follow the "Commissions & Tribunals" links)



Annual Grant Entitlements	National % Change	NSW % Change
2012-13 Final and 2013-14 Estimated	4.22	3.64
2013-14 Final and 2014-15 Estimated no CPI	-0.001	-0.145
2014-15 Final and 2015-16 Estimated no CPI	-0.004	-0.114
2015-16 Final and 2016-17 Estimated no CPI	.005	.069
2016-17 Final and 2017-18 Estimated	3.41	3.51
2017-18 Final and 2018-19 Estimated	3.80	3.66
2018-19 Final and 2019-20 Estimated	4.49	3.97
2019-20 Final and 2020-21 Estimated GED	1.13	0.98
2020-21 Final and 2021-22 Estimated Covid	2.15	1.87
2021-22 Final and 2022-23 Estimated Covid	2.69	3.15

Following the impacts of the global economic downturn (GED), and Covid-19 Pandemic, during the last three years the Commission been faced with the challenge of a substantially reduced CPI estimate. In 2022-23, the CPI has begun to trend towards the average levels of previous years (about 3.5%-4%) but further fluctuations cannot be ruled out.

Council's 2022-23 FAGs estimated entitlement, compared to the 2021-22 final entitlement is as follows:

Gwydir Shire Council				
Year	General Purpose \$	Local Roads \$	Total \$	Change
2021-22 final	3,153,153	2,060,618	5,213,771	
2022-23 est.	3,400,364	2,122,295	5,522,659	5.9%

To assist councils with budgets and bank reconciliations, a breakdown of the 2022-23 quarterly instalments is attached (**Appendix A**). The NSW Statement of Payments is also attached (**Appendix B**).

The Commonwealth Government decided to make an early payment of the 2022-23 estimated FAG entitlement to help manage the cumulative impacts of the floods and the Covid-19 Pandemic. The advance, which was paid to all councils in mid-April 2022, was for approximately 75% of the estimated entitlement. Generally, the advance payments have been based on approximately 50%. This has resulted in the quarterly instalments that follow being significantly less than in recent years. The remainder of the grant entitlements will be paid in quarterly instalments in August 2022, November 2022, February 2023 and May 2023.

As councils will be aware, the Commission is required to adhere to the National Principles which mandate a per capita payment based on population growth/decline. It is also the policy of the NSW Government to explore opportunities to direct grants to communities with the greatest relative need. The Commission has had regard to these policies in allocating the grants. The map contained in **Appendix D** identifies the rate of population change in NSW from 2006 to 2020. The legislated minimum grant requirement impedes the ability of the Commission to direct funds to the communities with the greatest relative need.

**Appendix D** lists the revised expenditure categories, disability factors, data sources used in calculating the expenditure allowance and the relative disability allowance.

#### **CONSIDERATIONS FOR 2023-24 GRANTS**

Councils should be mindful that, given the current economic environment, the CPI may not increase going forward. Should that occur, the Commission will likely need to restore the negative floor to ensure the integrity and legislative compliance of the FAGs allocation system is maintained. Such a decision will result in some councils receiving less in the 2023-24 GPC than they will in 2022-23.

#### **THE TRANSITION**

The Commission has been investigating ways to direct funds to councils with greatest relative need. Information about the methodology review and subsequent transition has been provided to councils, including about the recommendations for model refinements. The Commission is currently considering options to a pathway out of transition and resuming the negative floor. Based on the grant calculations for 2022-23, nine councils are currently protected from reducing grants by the Commission's transition policy of a 0% floor. Further information about the transition and general information about the FAGs can be found on the Commission's webpage at <https://www.olg.nsw.gov.au/commissions-and-tribunals/#lggc>.

#### **SPECIAL SUBMISSIONS RELATING TO 2023-24 GRANTS**

Special submissions from councils for 2023-24 will be considered by the Commission. The purpose of a submission is to give councils the opportunity to present information on the financial impact of inherent expenditure disabilities beyond councils' control that are not generally recognised in the current methodology. Please refer to the expenditure functions and Council's disability factors listed in **Appendix A**. This process allows the Commission to adequately consider all legitimate factors that affect councils' capacity to deliver services.

**Appendix C**, titled *Guidelines for Special Submissions*, contains guidelines for preparing submissions – please read the guidelines carefully.

Submissions should be e-mailed to the Commission at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) by **30 November 2022**.

I would ask that this letter please be tabled at the next Council meeting.

If you have any questions concerning these matters, please contact me on (02) 4428 4131.

Yours sincerely



**Helen Pearce**  
Executive Officer

APPENDIX A  
LOCAL GOVERNMENT GRANTS COMMISSION 2022-23 FINANCIAL ASSISTANCE GRANTS

**Gwydir (S) Council**

**General Purpose Component**

**Expenditure Allowance**

Expenditure Functions	State ave cost per capita
Recreation and cultural	\$229.47
Admin and governance	\$272.47
Education and community	\$66.18
Roads, bridges, footpaths and aerodromes	\$210.73
Public order, safety, health and other	\$172.31
Housing amenity	\$75.59

Recreation and cultural			Pop <SS = relative disadvantage Pop >SS = 0 ATSI <SS = 0 ATSI >SS = relative disadvantage
Disability Measure	LGA measure	State Std (SS)	Weighted DF%
Population	5,323	63,967	35.2%
Aboriginal & Torres Strait Islander	5.8%	2.9%	8.7%

Admin and governance			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	5,323	63,967	116.7%

Education and community			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	5,323	63,967	110.2%

Roads, bridges, footpaths and aerodromes			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	5,323	63,967	227.0%
Road Length	1,737	1,155	18.2%

Public order, safety, health and other			RTD <SS = 0 RTD >SS = relative disadvantage Env <SS = 0 Env >SS = relative disadvantage
Disability Measure	LGA measure	State Std	Weighted DF%
Population	5,323	63,967	80.8%
Rainfall, topography and drainage index	161%	161%	0.0%
Environment (Ha of environmental lands)	28,066	55,494	0.0%

Housing amenity			
Disability Measure	LGA Std	State Std	Weighted DF%
Population	5,323	63,967	19.5%

**Isolation Allowance**

Outside the Greater Statistical Area	Yes
--------------------------------------	-----

**APPENDIX A  
LOCAL GOVERNMENT GRANTS COMMISSION 2022-23 FINANCIAL ASSISTANCE GRANTS**

**Pensioner Rebate Allowance**

PR <SS = relative disadvantage (+ allowance)	
PR >SS = relative advantage (- allowance)	
LGA % Pensioner Rebates (PR) Res Props:	35.5%
State Standard (SS) % PR	14.8%

**Revenue Allowance**

Revenue Allowance	
CV <SS = relative disadvantage (+ allowance)	
CV >SS = relative advantage (- allowance)	
No. of Urban Properties:	1,935
Standard Value Per Property:	\$483,497
Council Value (CV):	\$829

No. of Non-urban Properties:	1,157
Standard Value Per Property:	\$887,956
Council Value (CV):	\$5,546

**Relative Disadvantage Allowance**

Unsealed roads; Isolation; Population Decline	\$89,554
Special Submission	-
<b>Total General Purpose Grant</b>	<b>\$3,400,364</b>

**Local Roads Component**

Population:	5,323
Local Road Length (km):	1,737
Length of Bridges on Local Roads (m):	1,219

Road/Population Allowance:	\$2,010,936
Bridge Length Allowance:	\$111,359
<b>Local Roads Total:</b>	<b>\$2,122,295</b>

<b>Total Grant</b>	<b>\$5,522,659</b>
--------------------	--------------------

**Quarterly Instalments Payable in 2022-23 for 2022-23 FAGs**

		August 2022	
GPC		\$262,190.00	
LRC		\$156,468.00	\$418,658.00
		November 2022	
GPC		\$262,190.00	
LRC		\$156,468.00	\$418,658.00
		February 2023	
GPC		\$262,190.00	
LRC		\$156,468.00	\$418,658.00
		May 2023	
GPC		\$262,190.00	
LRC		\$156,468.00	\$418,658.00
		TOTAL	
GPC		\$1,048,760.00	
LRC		\$625,872.00	\$1,674,632.00

Schedule of Payments Rounded													
Councils	Population 30/6/2021	2022-23 Recommended General Purpose Entitlement	2022-23 Recommended Local Roads Entitlement	2022-23 Recommended Total Entitlement	2021-22 General Purpose CPI/Pop Adjustment	2021-22 Local Roads CPI/Pop Adjustment	2021-22 Total CPI/Pop Adjustment	2022-23 General Purpose Advance Payment	2022-23 Local Roads Advance Payment	2022-23 Total Advance Payment	2022-23 General Purpose Payments	2022-23 Local Roads Payments	2022-23 Total Payments
Albury (C)	55,754	5,358,891	1,660,340	7,019,231	115,365	50,404	165,769	4,101,217	1,230,424	5,331,641	1,373,039	480,320	1,853,359
Armidale Regional	29,484	4,858,933	2,633,562	7,492,495	101,161	80,613	181,774	3,588,664	1,870,678	5,459,342	1,371,430	843,497	2,214,927
Ballina (S)	45,773	3,522,719	1,655,146	5,177,865	74,004	50,060	124,064	2,646,008	1,227,740	3,873,748	950,715	477,466	1,428,181
Balranald (S)	2,276	3,514,902	1,506,604	5,021,506	72,326	45,952	118,278	2,610,685	1,126,828	3,737,513	976,543	425,728	1,402,271
Bathurst Regional	44,540	4,751,172	2,328,891	7,080,063	101,920	69,438	171,358	3,627,959	1,699,605	5,327,564	1,225,133	698,724	1,923,857
Bayside	182,369	4,128,680	1,331,323	5,460,003	87,290	40,604	127,894	2,990,478	955,857	3,946,335	1,225,492	416,070	1,641,562
Bega Valley (S)	35,046	5,784,520	2,310,079	8,094,599	122,030	69,905	191,935	4,352,774	1,789,139	6,141,913	1,553,776	590,845	2,144,621
Bellingen (S)	13,248	3,393,899	1,075,194	4,469,093	70,112	31,896	102,008	2,530,792	788,816	3,319,608	933,219	318,274	1,251,493
Berrigan (S)	8,810	3,945,255	1,596,762	5,542,017	81,997	48,682	130,679	2,927,458	1,186,448	4,113,906	1,099,794	458,996	1,558,790
Blacktown (C)	387,104	13,909,934	4,035,661	17,945,595	304,641	121,976	426,617	10,520,603	2,956,995	13,477,598	3,693,972	1,200,642	4,894,614
Bland (S)	5,923	5,471,983	3,433,833	8,905,816	114,836	104,726	219,562	4,103,709	2,642,903	6,746,612	1,483,110	895,656	2,378,766
Blayney (S)	7,408	2,185,396	975,547	3,160,943	45,226	29,911	75,137	1,642,758	721,211	2,363,969	587,864	284,247	872,111
Blue Mountains (C)	78,740	7,988,602	1,511,077	9,499,679	172,064	46,452	218,516	6,117,895	1,140,043	7,257,938	2,042,771	417,486	2,460,257
Bogan (S)	2,481	3,434,853	1,645,953	5,080,806	70,394	50,262	120,656	2,529,927	1,237,335	3,767,262	975,320	458,880	1,434,200
Bourke (S)	2,596	5,187,387	2,191,468	7,378,855	106,321	66,243	172,564	3,870,871	1,625,042	5,495,913	1,422,837	632,669	2,055,506
Brewarrina (S)	1,520	3,888,147	1,487,540	5,375,687	77,864	45,541	123,405	2,883,973	1,126,046	4,010,019	1,082,038	407,035	1,489,073
Broken Hill (C)	17,230	5,283,229	544,844	5,828,073	108,070	16,715	124,785	3,861,944	420,106	4,282,050	1,529,355	141,453	1,670,808
Burwood	40,686	975,938	308,128	1,284,066	20,356	9,268	29,624	714,829	218,678	933,507	281,465	98,718	380,183
Byron (S)	36,217	2,348,557	1,383,374	3,731,931	48,726	42,048	90,774	1,756,062	1,032,949	2,789,011	641,221	392,473	1,033,694
Cabonne	13,759	3,408,548	2,336,603	5,745,151	70,622	71,264	141,886	2,533,139	1,751,422	4,284,561	946,031	656,445	1,602,476
Camden	114,516	2,592,546	1,891,929	4,484,475	55,206	55,224	110,430	1,940,952	1,388,900	3,329,852	706,800	558,253	1,265,053
Campbelltown (C)	175,687	8,527,900	2,076,416	10,604,316	186,769	63,437	250,206	6,566,705	1,588,667	8,155,372	2,147,964	551,186	2,699,150
Canada Bay (C)	95,919	2,171,525	715,321	2,886,846	46,442	22,000	68,442	1,607,613	528,004	2,135,617	610,354	209,317	819,671
Canterbury-Bankstown	378,425	8,567,221	2,978,707	11,545,928	186,721	91,534	278,255	6,564,772	2,233,093	8,797,865	2,189,170	837,148	3,026,318
Carrathool (S)	2,789	4,534,865	2,652,695	7,187,560	93,706	80,817	174,523	3,394,927	1,984,408	5,379,335	1,233,644	749,104	1,982,748
Central Coast	347,158	22,887,541	4,983,641	27,871,182	492,974	152,063	645,037	17,527,840	3,748,750	21,276,590	5,852,675	1,386,954	7,239,629
Central Darling (S)	1,834	5,122,476	1,815,759	6,938,235	105,001	55,362	160,363	3,829,550	1,361,760	5,191,310	1,397,927	509,361	1,907,288
Cessnock (C)	63,020	5,944,080	2,021,831	7,965,911	127,909	61,403	189,312	4,546,449	1,568,281	6,114,730	1,525,540	514,953	2,040,493
Clarence Valley	52,993	8,272,250	3,709,950	11,982,200	177,771	113,378	291,149	6,315,536	2,822,444	9,137,980	2,134,485	1,000,884	3,135,369
Cobar (S)	4,365	4,901,439	1,959,469	6,860,908	102,152	59,785	161,937	3,660,971	1,468,674	5,129,645	1,342,620	550,580	1,893,200
Coffs Harbour (C)	78,093	5,677,493	2,538,530	8,216,023	122,224	77,328	199,552	4,345,117	1,878,009	6,223,126	1,454,600	737,849	2,192,449
Coolamon (S)	4,304	2,884,403	1,464,371	4,348,774	59,855	44,720	104,575	2,115,532	1,044,033	3,159,565	828,726	465,058	1,293,784
Coonamble (S)	3,854	3,294,358	1,678,640	4,972,998	67,295	51,258	118,553	2,366,942	1,258,815	3,625,757	994,711	471,083	1,465,794
Cootamundra-Gundagai Region	11,169	4,249,688	1,775,227	6,024,915	88,554	54,304	142,858	3,154,364	1,333,983	4,488,347	1,183,878	495,548	1,679,426
Cowra (S)	12,785	3,777,784	1,651,062	5,428,846	78,162	50,417	128,579	2,784,111	1,227,908	4,012,019	1,071,835	473,571	1,545,406
Cumberland	239,834	6,635,192	1,941,965	8,577,157	145,317	59,892	205,209	4,584,295	1,522,404	6,106,699	2,196,214	479,453	2,675,667
Dubbo Regional	54,195	8,689,561	3,861,721	12,551,282	186,805	117,895	304,700	6,647,886	2,798,830	9,446,716	2,228,480	1,180,786	3,409,266
Dungog (S)	9,784	2,051,730	1,050,190	3,101,920	42,473	32,092	74,565	1,554,564	794,826	2,349,390	539,639	287,456	827,095
Edward River	9,158	4,634,269	1,736,776	6,371,045	97,036	52,961	149,997	3,431,418	1,290,677	4,722,095	1,299,887	499,606	1,798,947
Eurobodalla (S)	39,362	5,923,938	1,891,401	7,815,339	125,801	57,515	183,316	4,503,033	1,405,870	5,908,903	1,546,706	543,046	2,089,752
Fairfield (C)	207,922	7,691,060	1,896,691	9,587,751	168,442	58,489	226,931	5,922,246	1,423,036	7,345,282	1,937,256	532,144	2,469,400
Federation	12,735	5,221,998	2,540,728	7,762,726	110,737	77,342	188,079	3,985,444	1,904,913	5,890,357	1,347,291	713,157	2,060,448
Forbes (S)	9,934	4,108,010	2,210,930	6,318,940	84,884	67,497	152,381	3,007,533	1,655,326	4,662,859	1,185,361	623,101	1,808,462
Georges River	159,266	3,605,647	1,246,629	4,851,916	77,093	38,309	115,402	2,649,678	963,872	3,613,550	1,033,062	320,706	1,353,768
Gilgandra (S)	4,205	3,113,265	1,525,985	4,639,250	64,155	46,599	110,754	2,267,203	1,094,051	3,361,254	910,217	478,533	1,388,750
Glen Innes Severn	8,816	3,352,357	1,551,493	4,903,850	69,669	48,049	117,718	2,471,562	1,186,405	3,657,967	949,864	413,137	1,363,001
Goulburn Mulwaree	31,796	3,872,575	2,049,651	5,922,226	80,697	62,427	143,124	2,889,678	1,559,140	4,448,818	1,063,594	552,938	1,616,532
Greater Hume (S)	11,020	3,830,221	2,382,085	6,212,306	79,206	72,534	151,740	2,811,041	1,768,329	4,579,370	1,098,386	686,290	1,784,676
Griffith (C)	27,173	4,607,210	1,838,276	6,445,486	95,202	57,122	152,324	3,398,309	1,397,773	4,796,082	1,304,103	497,625	1,801,728
Gunnedah (S)	12,713	3,516,035	1,825,114	5,341,149	72,698	55,735	128,433	2,607,814	1,374,761	3,982,575	980,919	506,088	1,487,007
Gwydir (S)	5,323	3,400,364	2,122,295	5,522,659	69,057	64,587	133,644	2,420,662	1,561,010	3,981,672	1,048,759	625,872	1,674,631
Hawkesbury (C)	68,009	2,806,925	1,916,182	4,723,107	61,456	58,912	120,368	2,160,155	1,431,545	3,591,700	708,226	543,549	1,251,775



Councils	Population 30/6/2021	2022-23 Recommended General Purpose Entitlement	2022-23 Recommended Local Roads Entitlement	2022-23 Recommended Total Entitlement	2021-22 General Purpose CPI/Pop Adjustment	2021-22 Local Roads CPI/Pop Adjustment	2021-22 Total CPI/Pop Adjustment	2022-23 General Purpose Advance Payment	2022-23 Local Roads Advance Payment	2022-23 Total Advance Payment	2022-23 General Purpose Payments	2022-23 Local Roads Payments	2022-23 Total Payments
Hay (S)	2,945	2,856,602	920,471	3,777,073	58,025	28,077	86,102	2,058,957	689,004	2,747,961	855,670	259,544	1,115,214
Hills (S)	188,557	4,268,787	2,329,108	6,597,895	88,406	70,069	158,475	3,197,195	1,816,680	5,013,875	1,159,998	582,497	1,742,495
Hilltops	18,553	5,994,711	3,192,270	9,186,981	125,806	97,603	223,409	4,443,696	2,392,890	6,836,586	1,676,821	896,983	2,573,804
Hornsby (S)	150,698	3,411,714	1,583,870	4,995,584	73,316	48,911	122,227	2,665,004	1,240,764	3,905,768	820,026	392,017	1,212,043
Hunters Hill (M)	14,861	378,875	141,019	519,894	7,903	4,337	12,240	290,283	117,020	407,303	96,495	28,336	124,831
Inner West	199,759	4,522,374	1,512,332	6,034,706	97,107	46,601	143,708	3,524,925	1,123,775	4,648,700	1,094,556	435,158	1,529,714
Inverell (S)	17,696	4,635,287	2,517,667	7,152,954	95,871	76,954	172,825	3,419,815	2,017,832	5,437,647	1,311,343	576,789	1,888,132
Junee (S)	6,738	2,313,526	1,060,836	3,374,362	47,893	32,352	80,245	1,729,359	781,359	2,510,718	632,060	311,829	943,889
Kempsey (S)	30,092	4,888,709	2,129,003	7,017,712	101,680	64,922	166,602	3,644,492	1,726,246	5,370,738	1,345,897	467,679	1,813,576
Kiama (M)	24,006	1,405,092	567,354	1,972,446	29,195	17,445	46,640	1,071,593	388,205	1,459,798	362,694	196,594	559,288
Ku-ring-gai	126,554	2,865,075	1,264,749	4,129,824	61,379	38,781	100,160	2,185,624	959,753	3,145,377	740,830	343,777	1,084,607
Kyogle	8,841	3,394,938	1,804,218	5,199,156	69,616	55,531	125,147	2,484,471	1,396,425	3,880,896	980,083	463,324	1,443,407
Lachlan (S)	6,025	6,843,918	3,852,904	10,696,822	143,465	117,542	261,007	5,133,441	2,891,834	8,025,275	1,853,942	1,078,612	2,932,554
Lake Macquarie (C)	210,031	14,458,267	3,144,299	17,602,566	311,400	95,886	407,286	11,072,018	2,330,325	13,402,343	3,697,649	909,860	4,607,509
Lane Cove (M)	40,336	964,956	320,942	1,285,898	20,127	9,861	29,988	723,946	236,609	960,555	261,137	94,194	355,331
Leeton (S)	11,242	3,986,350	1,186,868	5,173,218	81,968	36,298	118,266	2,922,748	896,648	3,819,396	1,145,570	326,518	1,472,088
Lismore (C)	43,790	4,784,314	2,214,467	6,998,781	101,684	67,712	169,396	3,629,273	1,677,150	5,306,423	1,256,725	605,029	1,862,754
Lithgow (C)	21,556	4,052,687	1,441,695	5,494,382	84,239	43,938	128,177	3,020,627	1,078,118	4,098,745	1,116,299	407,515	1,523,814
Liverpool (C)	234,917	6,754,917	2,662,931	9,417,848	147,939	80,559	228,498	5,644,492	1,960,138	7,614,474	1,701,520	783,352	2,484,872
Liverpool Plains (S)	7,848	2,894,192	1,563,847	4,458,039	59,616	47,763	107,379	2,129,872	1,170,230	3,300,102	823,936	441,380	1,265,316
Lockhart (S)	3,221	2,665,211	1,530,498	4,195,709	55,325	46,765	102,090	1,923,429	1,144,665	3,068,094	797,107	432,598	1,229,705
Lord Howe Island (Bd)	445	302,491	-	302,491	5,503	-	5,503	204,986	-	204,986	103,008	-	103,008
Maitland (C)	90,449	6,039,717	1,624,663	7,664,380	130,069	48,982	179,051	4,624,574	1,191,173	5,815,747	1,545,212	482,472	2,027,684
Mid-Coast	95,209	13,599,695	6,156,132	19,755,827	291,026	187,085	478,111	10,337,624	4,589,696	14,927,320	3,553,097	1,753,521	5,306,618
Mid-Western Regional	25,563	4,790,305	2,797,848	7,588,153	99,202	84,534	183,736	3,545,619	2,069,550	5,615,169	1,343,888	812,832	2,156,720
Moree Plains (S)	12,988	5,759,621	3,278,663	9,038,284	120,674	100,421	221,095	4,169,477	2,455,967	6,625,444	1,710,818	923,117	2,633,935
Mosman (M)	30,122	782,251	260,742	1,042,993	16,316	8,075	24,391	599,340	200,175	799,515	199,227	68,642	267,869
Murray River	12,571	6,164,153	3,324,734	9,488,887	129,470	98,782	228,252	4,567,316	2,567,941	7,135,257	1,726,307	855,575	2,581,882
Murrumbidgee	3,871	3,476,012	1,861,349	5,337,361	71,896	56,802	128,698	2,525,717	1,424,538	3,950,255	1,013,676	493,613	1,507,289
Muswellbrook (S)	16,212	3,084,285	1,034,057	4,118,342	63,995	31,743	95,738	2,325,127	789,890	3,115,017	823,153	275,910	1,099,063
Nambucca Valley	19,911	3,284,951	1,384,993	4,669,944	68,205	42,373	110,578	2,484,244	1,036,009	3,520,253	868,912	391,357	1,260,269
Narrabri (S)	12,948	5,607,391	2,670,794	8,278,185	117,812	81,499	199,311	4,139,823	2,008,196	6,148,019	1,585,380	744,097	2,329,477
Narrandera (S)	5,834	3,785,601	1,801,979	5,587,580	79,047	55,008	134,055	2,776,287	1,348,260	4,124,547	1,088,361	508,727	1,597,088
Narramine (S)	6,392	3,451,237	1,643,374	5,094,611	71,731	50,172	121,903	2,525,717	1,234,267	3,759,984	997,251	459,279	1,456,530
Newcastle (C)	168,880	11,108,788	2,006,723	13,115,511	243,277	61,881	305,158	8,789,944	1,624,079	10,414,023	2,562,121	444,525	3,006,646
North Sydney	73,712	1,668,777	534,924	2,203,701	36,121	16,561	52,682	1,303,825	409,232	1,713,057	401,073	142,253	543,326
Northern Beaches	272,184	6,162,026	2,462,834	8,624,860	131,818	75,756	207,574	4,698,755	1,832,234	6,530,989	1,595,089	706,356	2,301,445
Oberon	5,425	2,164,733	1,092,967	3,257,700	44,582	33,397	77,979	1,604,014	861,797	2,465,811	605,301	264,567	869,868
Orange (C)	42,809	3,921,802	1,347,047	5,268,849	81,977	41,130	123,107	2,953,501	1,023,432	3,976,933	1,050,278	364,745	1,415,023
Parkes (S)	14,623	4,895,044	2,420,684	7,315,728	101,817	73,794	175,611	3,628,743	1,773,908	5,402,651	1,368,118	720,570	2,088,688
Parramatta (C)	258,799	7,594,284	2,222,842	9,817,126	166,322	68,420	234,742	5,847,674	1,638,357	7,486,031	1,912,932	652,905	2,565,837
Penrith (C)	219,173	8,821,601	2,912,460	11,734,061	193,202	88,805	282,007	6,792,809	2,273,967	9,066,776	2,221,994	727,298	2,949,292
Port Macquarie-Hastings	87,560	6,818,937	3,399,326	10,218,263	146,806	103,392	250,198	5,218,637	2,511,574	7,730,211	1,747,106	991,144	2,738,250
Port Stephens	75,685	5,830,883	1,408,421	7,239,304	125,496	168,441	333,937	4,945,301	1,046,108	5,991,409	1,495,078	405,258	1,900,336
Queanbeyan-Palerang Regional	63,491	3,940,151	2,858,012	6,798,163	84,677	86,692	171,369	3,007,960	2,129,474	5,137,434	1,016,868	815,230	1,832,098
Randwick (C)	153,498	3,475,065	1,085,294	4,560,359	75,356	33,590	108,926	2,634,416	814,640	3,449,056	915,985	304,244	1,220,229
Richmond Valley	23,572	4,055,664	1,786,900	5,842,564	84,319	55,090	139,409	3,023,922	1,350,359	4,374,281	1,116,061	491,631	1,607,692
Ryde (C)	132,822	3,006,977	1,073,442	4,080,419	64,083	32,857	96,940	2,198,430	789,376	2,987,806	872,630	316,923	1,189,553
Shellharbour (C)	76,364	4,600,254	1,091,555	5,691,809	32,129	32,129	131,203	3,122,585	765,209	3,887,794	1,176,743	358,475	1,535,218
Shoalhaven (C)	108,892	9,569,985	4,023,811	13,593,796	206,098	120,064	326,162	7,327,382	2,918,290	10,245,672	2,448,701	1,225,585	3,674,286
Silverton (VC)	35	38,137	-	38,137	808	-	808	27,500	-	27,500	11,445	-	11,445
Singleton	23,573	2,877,278	1,507,564	4,384,842	59,826	46,105	105,931	2,182,319	1,119,871	3,302,190	754,785	433,798	1,188,583
Snowy Monaro Regional	21,207	7,577,242	3,121,085	10,698,327	160,490	95,136	255,626	5,698,815	2,311,114	8,009,929	2,038,917	905,107	2,944,024
Snowy Valleys	14,349	4,992,820	1,572,001	6,564,821	104,123	48,131	152,254	3,739,856	1,191,073	4,930,929	1,357,087	429,059	1,786,146

Councils	Population 30/6/2021	2022-23	2022-23	2022-23	2021-22	2021-22	2021-22	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23
		Recommended General Purpose Entitlement	Recommended Local Roads Entitlement	Recommended Total Entitlement	General Purpose CPI/Pop Adjustment	Local Roads CPI/Pop Adjustment	Total CPI/Pop Adjustment	General Purpose Advance Payment	Local Roads Advance Payment	Total Advance Payment	General Purpose Payments	Local Roads Payments	Total Payments
Strathfield (M)	47,705	1,125,943	340,903	1,466,846	23,485	10,452	33,937	815,197	249,084	1,064,281	334,231	102,271	436,502
Sutherland (S)	234,275	5,303,787	2,278,378	7,582,165	111,773	69,616	181,389	4,036,496	1,704,977	5,741,473	1,379,064	643,017	2,022,081
Sydney (C)	242,237	5,484,040	1,544,767	7,028,807	119,645	48,096	167,741	3,904,514	1,107,563	5,012,077	1,699,171	485,300	2,184,471
Tamworth Regional	62,782	6,823,856	4,837,000	11,660,856	145,231	147,808	293,039	5,159,154	3,621,907	8,781,061	1,809,933	1,362,901	3,172,834
Temora (S)	6,249	2,780,643	1,501,280	4,281,923	57,102	45,817	102,919	2,026,597	1,041,388	3,067,985	811,148	505,709	1,316,857
Tenterfield (S)	6,502	3,812,710	1,882,850	5,695,560	78,410	57,546	135,956	2,774,262	1,418,578	4,192,840	1,116,858	521,818	1,638,676
Tibooburra (VC)	95	85,641		85,641	1,815	-	1,815	64,485	-	64,485	22,971	-	22,971
Tweed (S)	99,480	8,368,711	3,323,068	11,691,779	180,067	101,503	281,570	6,400,817	2,503,176	8,903,993	2,147,961	921,395	3,069,356
Upper Hunter (S)	14,152	3,669,729	2,217,023	5,886,752	75,763	67,775	143,538	2,718,320	1,664,757	4,383,077	1,027,172	620,041	1,647,213
Upper Lachlan (S)	8,419	3,370,799	2,166,268	5,537,067	69,518	66,420	135,938	2,466,593	1,629,346	4,095,939	973,724	603,342	1,577,066
Uralla (S)	5,883	1,981,746	1,056,863	3,038,609	40,861	32,332	73,193	1,482,544	805,598	2,288,142	540,063	283,597	823,660
Wagga Wagga (C)	66,408	7,567,865	3,719,885	11,287,750	162,876	112,907	275,783	5,788,330	2,748,507	8,536,837	1,942,411	1,084,285	3,026,696
Walcha	3,103	1,860,928	1,074,238	2,935,166	37,370	32,827	70,197	1,343,462	805,613	2,149,075	554,836	301,452	856,288
Walgett (S)	5,785	5,382,349	2,226,344	7,608,693	112,080	67,986	180,066	3,950,826	1,672,294	5,623,120	1,543,603	622,036	2,165,639
Warren (S)	2,708	2,309,928	1,183,806	3,493,734	47,034	36,144	83,178	1,643,296	889,077	2,532,373	713,666	330,873	1,044,539
Warrumbungle (S)	9,118	5,418,430	2,790,481	8,208,911	113,541	85,221	198,762	3,994,386	2,084,069	6,078,455	1,537,585	791,633	2,329,218
Waverley	72,743	1,646,840	483,275	2,130,115	35,728	14,994	50,722	1,289,768	371,856	1,661,624	392,800	126,413	519,213
Weddin (S)	3,577	2,179,888	1,152,491	3,332,379	44,253	35,177	79,430	1,571,172	861,246	2,432,418	652,969	326,422	979,391
Wentworth (S)	7,142	4,755,742	1,988,875	6,744,617	100,977	70,658	171,635	3,567,839	1,734,029	5,301,868	1,288,880	325,504	1,614,384
Willoughby (C)	79,556	1,801,080	655,849	2,456,929	39,056	20,260	59,316	1,359,919	488,672	1,848,591	480,217	187,437	667,654
Wingecarribee (S)	52,309	3,480,875	2,201,314	5,682,189	74,672	66,994	141,666	2,652,024	1,644,472	4,296,496	903,523	623,836	1,527,359
Wollondilly (S)	54,772	2,574,197	1,548,966	4,123,163	55,439	47,106	102,545	1,970,950	1,135,054	3,106,004	658,686	461,018	1,119,704
Wollongong (C)	220,659	17,353,791	2,779,577	20,133,368	373,776	84,125	457,901	13,289,918	2,050,670	15,340,588	4,437,649	813,032	5,250,681
Woolahra (M)	58,480	1,323,938	478,776	1,802,714	28,587	14,799	43,386	1,033,504	363,770	1,397,274	319,021	129,805	448,826
Yass Valley	17,608	2,061,050	1,590,156	3,651,206	42,631	48,130	90,761	1,559,670	1,196,584	2,756,254	544,011	441,702	985,713
<b>TOTAL</b>	<b>8,188,301</b>	<b>617,920,637</b>	<b>251,184,230</b>	<b>869,104,867</b>	<b>13,095,042</b>	<b>7,666,898</b>	<b>20,761,940</b>	<b>464,778,548</b>	<b>188,444,475</b>	<b>653,223,023</b>	<b>166,237,131</b>	<b>70,406,653</b>	<b>236,643,784</b>

**APPENDIX C****LOCAL GOVERNMENT GRANTS COMMISSION  
GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2023-24 GRANTS**

---

**1. GENERAL**

All submissions **must** be consistent with the principles which have been adopted by the NSW Local Government Grants Commission (Commission). The principles are attached in **Table 1**.

Information in the submissions must relate to the year ended 30 June 2022, in order to be compatible with the Commission's **Roads, Bridges and General Information Return** for that year (for the 2023-24 grant calculations).

Only operational costs should be included; **capital costs are to be excluded**.

Submissions should be based only on *inherent* disabilities and problems, which are outside a council's control. **Additional costs that result from deliberate policy decisions made by councils to provide a higher than average standard of service are not considered disabilities.**

Information provided on disabilities should be brief and the costing estimates of the disabilities should be as accurate as is practicable.

If you have further questions, then please contact Helen Pearce on (02) 4428 4131 or by email, [helen.pearce@olg.nsw.gov.au](mailto:helen.pearce@olg.nsw.gov.au).

Submissions should be emailed to the Commission at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) as soon as possible, by no later than **11 November 2022**.

**2. EXPENDITURE DISABILITIES****(a) Content**

The details of the Commission's expenditure calculations for Council's area are enclosed (see **Appendix A**). This information should be used in assessing whether to make a submission on expenditure disabilities; that is, in assessing whether the particular disabilities of Council's area are **already recognised** in the formula. If council believes that disabilities **other than those currently identified by the formula** have an impact on the cost of providing services, then this should be substantiated in the submission.

Similarly, if council believes that the impact of any disability already identified by the Commission is greater than indicated, then the case should be argued in the submission. Please refer to **Table 2** for the basic format for a special submission. Details of the expenditure items considered, the council functions and disability measures can be found in **Appendix D**.

**(b) Required Format**

**Table 2** shows the **REQUIRED FORMAT** for submissions on expenditure disabilities. Submissions should be **brief** and include:

- (1) the function affected (using the Commission's functional heading);
- (2) a **brief** description of the disability;
- (3) a **brief** account of the action taken to deal with that disability; and,
- (4) the **estimated additional cost** impact of that action.

**APPENDIX C**

**LOCAL GOVERNMENT GRANTS COMMISSION  
GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2023-24 GRANTS**

---

Where a disability factor affects costs across a number multiple council functions, separate details should be used showing the cost impact in each function area.

**(c) Outcome**

Where the Commission recognises an additional disability raised in a submission beyond the measures recognised, an adjustment will be made as an "other" category.

Where an additional disability is recognised which has an impact on a number of councils, the methodology will be adjusted, and *all councils* will be affected according to the extent of the relevant disability.

**3. REVENUE DISABILITIES**

While the approved principles generally bind the Commission's operation in this area, councils may wish to comment on the current methodology if it is considered that these unfairly disadvantage them.

It should be noted that non-rateable properties are taken into consideration in the Commission's calculation automatically. The loss of revenue from non-rateable properties does not need to be specified in the submission.

**APPENDIX C**

**LOCAL GOVERNMENT GRANTS COMMISSION  
GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2023-24 GRANTS**

---

**TABLE 1**

**APPROVED PRINCIPLES**

1. General purpose grants to local governing bodies will be allocated as far as practicable on a full equalisation basis as defined in the *Local Government (Financial Assistance) Act 1995*; that is a basis which attempts to compensate local governing bodies for differences in expenditure required in the performance of their functions and in their capacity to raise revenue.
2. The assessment of revenue and expenditure allowances of local governing bodies will, as far as is practicable, be independent of the policy or practices of those bodies in raising revenue and the provision of services.
3. Revenue raising capacity will primarily be determined on the basis of property values; positive and negative allowances relative to average standards may be calculated.
4. Revenue allowances may be discounted to achieve equilibrium with expenditure allowances.
5. Generally, for each expenditure function an allowance will be determined using operational cost; both positive and negative allowances relative to average standards may be calculated.
6. Expenditure allowances will be discounted to take account of specific purpose grants.
7. Additional costs associated with non-resident use of services and facilities will be recognised in determining expenditure allowances.

APPENDIX C  
LOCAL GOVERNMENT GRANTS COMMISSION  
GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2023-24 GRANTS

---

TABLE 2

REQUIRED FORMAT FOR SUBMISSIONS ON EXPENDITURE DISABILITIES

Function:

Disability:

Description and Response:

Cost Impact:

**APPENDIX D**

**LOCAL GOVERNMENT GRANTS COMMISSION  
2022-23 FINANCIAL ASSISTANCE GRANTS**

<b>Expenditure Functions with Expenditure Items Listed Below</b> (Expenditure Items Source – Financial Data Return/Net Cost of Services – 5 year average gross operational costs)					
Recreation & cultural	Administration & governance	Community amenity	Community services & education	Roads, bridges & footpaths	Public order, safety, health & other
Museums	Administration	Public Cemeteries	Admin & Education	Aerodromes	Animal Containment
Art Galleries	Governance	Public Toilets	Children’s Services	Urban Roads Local	Fire Service Levy
Communities Centres & Halls		Town Planning	Aged and Disabled	Sealed Rural Roads Local	Noxious Plants & Insects
Performing Arts Venues		Street Lighting	Social Protection	Unsealed Rural Roads Local	Environment Protection
Other Sport & Recreation				Bridges on Urban Roads Local	Stormwater Management
Other Performing Arts				Bridges on Sealed Rural Roads Local	Urban Storm Drainage
Public Libraries				Bridges on Unsealed Rural Roads Local	Other
Swimming Pools				Footpaths	Health
Sporting Grounds				Parking Areas	Enforcement of Regulations
Parks and Gardens					Beach Control
					Building Control
					Street Cleaning

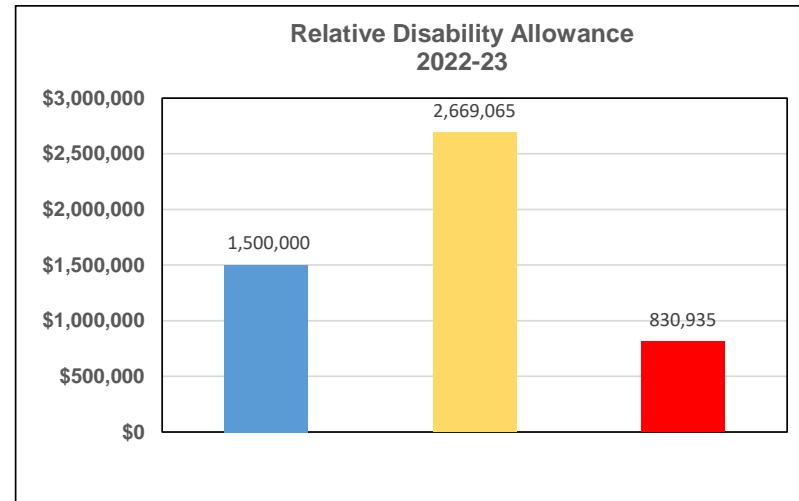
**APPENDIX D**

**LOCAL GOVERNMENT GRANTS COMMISSION  
2022-23 FINANCIAL ASSISTANCE GRANTS**

<b>Expenditure Disability Factors</b>		
<b>Disability Factor</b>	<b>Description</b>	<b>Data Source</b>
<b>Population Size</b>	Number of people residing in local government area. The more people in a community, the cheaper it is to provide resources per person. This suggests compensation for councils with smaller populations	ABS Regional population 2020-21, Estimated Resident Population (released 29 March 2022).
<b>ATSI</b>	Proportion of residents identified as Aboriginal and Torres Strait Islander.	ABS 2075.0 Census of Population and Housing - Counts of Aboriginal and Torres Strait Islander Australians, 2016 (released 5 December 2018).
<b>Local Road Length</b>	Kilometres of road within a local government area being the responsibility of councils.	Data provided by OLG, based on data supplied by each local council for the 2020-21 financial year.
<b>Environment</b>	Hectares of environmental land (hectares of conservation and natural environment, water and inland water bodies).	ABS 1410.0 - LAND AND ENVIRONMENT, Local Government Area, 2015-2020 (released .8 April 2022).
<b>Rainfall, topography and drainage index</b>	An index that measures variation in the cost of construction and maintenance of stormwater drainage based on a number of considerations.	Data provided by OLG, Independent Consultants, 1987, Stormwater Drainage Return.



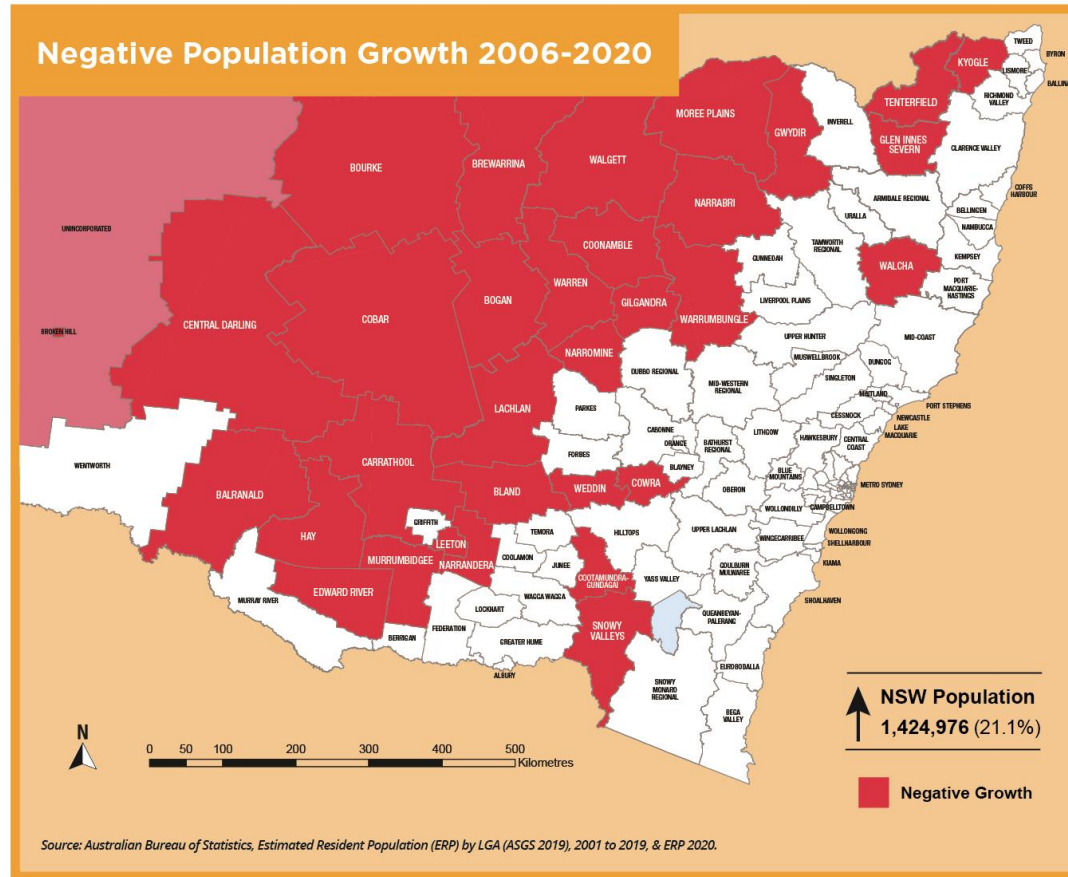
**APPENDIX D**  
**LOCAL GOVERNMENT GRANTS COMMISSION**  
**2022-23 FINANCIAL ASSISTANCE GRANTS**



Within the GPC, \$5.0 million of the \$20.0 million CPI increase was apportioned to councils with greatest relative disadvantage on the basis of unsealed local road lengths (reported by local councils), isolation (ABS population data, 5 years averaged isolation expenditure reported by local councils, distance from Sydney and the nearest major regional centre, Western Zone Allowance), and population decline (ABS Estimated Population 2006-2021) .

**APPENDIX D**

**LOCAL GOVERNMENT GRANTS COMMISSION  
2022-23 FINANCIAL ASSISTANCE GRANTS**



Red indicates population decline in NSW from 2006-2020.

**8.13 Certification of the 2021-2022 Financial Statements**

<b>File Reference:</b>	NA
------------------------	----

**Delivery Program**

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

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

The purpose of this report is to comply with statutory requirements in relation to the General Purpose and Special Purpose Financial Reports for the year ended 30 June 2022 for Gwydir Shire Council.

**TABLED ITEMS Nil****BACKGROUND**

The General Purpose and Special Purpose Financial Reports for Gwydir Shire Council for the year ended 30 June 2022 have been prepared and are awaiting Audit during November. It is not believed there will be any material changes to the Reports attached.

When the audit is completed, the NSW Audit Office will issue a client service report which will be presented along with the audited financial reports to the Audit Risk and Improvement Committee for review.

The audited financial statements and independent auditors report will be presented to Council and the public at a Council meeting to be held in accordance with Section 419 (1) of the *Local Government Act 1993*.

Section 413(2)(c) requires a Statement, signed by the General Manager, the Responsible Accounting Officer, the Mayor and one other Councilor, usually the Deputy Mayor, in the form approved by the Council as to its opinion on the General Purpose Financial Reports, Special Purpose Financial Reports and any such General Schedules. It should be noted that the Statement reflects an opinion only and is not legally binding.

**Staff Certification**

The General Manager, Mr. Max Eastcott, and the Responsible Accounting Officer, Mrs. Helen Thomas, certify that to the best of their knowledge, the General Purpose and Special Purpose Financial Reports have been prepared in accordance with all statutory requirements and believe the reports present fairly the financial position of Gwydir Shire Council on 30 June 2022.

**OFFICER RECOMMENDATION**

**THAT** the report be received

**FURTHER** that in relation to the report “Certification of the 2021/2022 Annual Financial Reports” for the period ending 30 June 2022, Council:

- (i) Resolve to present the Audited General Purpose and Special Purpose Financial Reports, together with the Auditors Reports at a Public Meeting to be held as part of Council’s Meeting on 24 November 2022, in accordance with Section 419 (1) of the *Local Government Act, 1993*;**
- (ii) Record as an opinion of the Council pursuant to Section 413 (2c) of the *Local Government Act 1993 (NSW)* (as amended), that the General Purpose Financial Reports for Gwydir Shire Council for the period ending 30 June 2022:**
  - (a) have been prepared in accordance with:**
    - the *Local Government Act 1993* (as amended) and Regulations made thereafter
    - 
    - the Australian Accounting Standards and professional pronouncements; and
    - 
    - the Local Government Code of Accounting Practice and Financial Reporting;
    -
  - (b) the General Purpose Financial Report presents fairly the Council’s operating result and financial position for the year;**
  - (c) the General Purpose Financial Report accords with the Council’s accounting and other records; and**
  - (d) the signatories are not aware of anything that would make the General Purpose Financial Report false or misleading in any way.**
- (iii) Record as an opinion of the Council pursuant to the Local Government Code of Accounting Practice and Financial Reporting, that the Special Purpose Financial Reports for Gwydir Shire Council for the period ending 30 June 2022:**
  - (a) have been prepared in accordance with:**
    - the NSW Government Policy Statement “Application of National Competition Policy to Local Government”
    - 
    - the Division of Local Government Guidelines “Pricing & Costing for Council Businesses: A Guide to Competitive Neutrality”
    -

- the Local Government Code of Accounting Practice and Financial Reporting; and
- 
- (b) the Special Purpose Financial Reports present fairly the operating result and financial position for each of the Council’s declared Business Activities for the year
- (c) the Special Purpose Financial Reports accord with the Council’s accounting and other records and
- (d) the signatories are not aware of anything that would make the Special Purpose Financial Reports false or misleading in any way.

**FURTHER** that the reports be authorised for issue

**FURTHER** that the reports be referred to Council’s auditors for audit.

**ATTACHMENTS**

1. Income Statement Year Ending 30 June 2022 [8.13.1 - 13 pages]

**COUNCIL RESOLUTION:**

**THAT** the report be received

**FURTHER** that in relation to the report “Certification of the 2021/2022 Annual Financial Reports” for the period ending 30 June 2022, Council:

- (i) Resolve to present the Audited General Purpose and Special Purpose Financial Reports, together with the Auditors Reports at a Public Meeting to be held as part of Council’s Meeting on 24 November 2022, in accordance with Section 419 (1) of the *Local Government Act, 1993*;
- (ii) Record as an opinion of the Council pursuant to Section 413 (2c) of the *Local Government Act 1993 (NSW) (as amended)*, that the General Purpose Financial Reports for Gwydir Shire Council for the period ending 30 June 2022:
  - (a) have been prepared in accordance with:
    - the *Local Government Act 1993 (as amended)* and Regulations made thereafter
    - 
    - the Australian Accounting Standards and professional pronouncements; and
    - 
    - the Local Government Code of Accounting Practice and Financial Reporting;
    -
  - (b) the General Purpose Financial Report presents fairly the Council’s operating result and financial position for the year;

- (c) the General Purpose Financial Report accords with the Council's accounting and other records; and
- (d) the signatories are not aware of anything that would make the General Purpose Financial Report false or misleading in any way.
- (iii) Record as an opinion of the Council pursuant to the Local Government Code of Accounting Practice and Financial Reporting, that the Special Purpose Financial Reports for Gwydir Shire Council for the period ending 30 June 2022:
- (a) have been prepared in accordance with:
- the NSW Government Policy Statement "Application of National Competition Policy to Local Government"
  - 
  - the Division of Local Government Guidelines "Pricing & Costing for Council Businesses: A Guide to Competitive Neutrality"
  - 
  - the Local Government Code of Accounting Practice and Financial Reporting; and
  -
- (b) the Special Purpose Financial Reports present fairly the operating result and financial position for each of the Council's declared Business Activities for the year
- (c) the Special Purpose Financial Reports accord with the Council's accounting and other records and
- (d) the signatories are not aware of anything that would make the Special Purpose Financial Reports false or misleading in any way.

**FURTHER** that the reports be authorised for issue

**FURTHER** that the reports be referred to Council's auditors for audit.

**(Moved Cr Galvin, Seconded Cr Smith)**

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**

Gwydir Shire Council

Income Statement

for the year ended 30 June 2022

<i>Original unaudited budget 2022 \$ '000</i>		Notes	<i>Actual 2022 \$ '000</i>	<i>Restated Actual 2021 <sup>1</sup> \$ '000</i>
	<b>Income from continuing operations</b>			
11,153	Rates and annual charges	B2-1	<b>11,346</b>	11,074
2,400	User charges and fees	B2-2	<b>3,158</b>	5,828
847	Other revenues	B2-3	<b>3,809</b>	3,810
13,207	Grants and contributions provided for operating purposes	B2-4	<b>11,709</b>	10,656
18,903	Grants and contributions provided for capital purposes	B2-4	<b>14,152</b>	4,036
72	Interest and investment income	B2-5	<b>45</b>	61
-	Other income	B2-6	<b>474</b>	403
-	Net gain from the disposal of assets	B4-1	<b>188</b>	-
46,582	<b>Total income from continuing operations</b>		<b>44,881</b>	35,868
	<b>Expenses from continuing operations</b>			
13,153	Employee benefits and on-costs	B3-1	<b>13,503</b>	12,781
30,465	Materials and services	B3-2	<b>12,282</b>	10,411
420	Borrowing costs	B3-3	<b>486</b>	521
7,812	Depreciation, amortisation and impairment of non-financial assets	B3-4	<b>8,363</b>	8,790
2,761	Other expenses	B3-5	<b>645</b>	832
-	Net loss from the disposal of assets	B4-1	<b>-</b>	172
54,611	<b>Total expenses from continuing operations</b>		<b>35,279</b>	33,507
<b>(8,029)</b>	<b>Operating result from continuing operations</b>		<b>9,602</b>	2,361
<b>(8,029)</b>	<b>Net operating result for the year attributable to Council</b>		<b>9,602</b>	2,361
<b>(26,932)</b>	<b>Net operating result for the year before grants and contributions provided for capital purposes</b>		<b>(4,550)</b>	(1,675)

(1) Restated - see note G3-1

The above Income Statement should be read in conjunction with the accompanying notes.

Gwydir Shire Council | Statement of Comprehensive Income | for the year ended 30 June 2022

Gwydir Shire Council

Statement of Comprehensive Income

for the year ended 30 June 2022

	Notes	2022 \$ '000	Restated 2021 <sup>1</sup> \$ '000
<b>Net operating result for the year – from Income Statement</b>		<b>9,602</b>	<b>2,361</b>
<b>Other comprehensive income:</b>			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	4,331	(31)
Impairment loss relating to infrastructure, property, plant and equipment	C1-7	–	(6,663)
<b>Total items which will not be reclassified subsequently to the operating result</b>		<b>4,331</b>	<b>(6,694)</b>
<b>Total other comprehensive income for the year</b>		<b>4,331</b>	<b>(6,694)</b>
<b>Total comprehensive income for the year attributable to Council</b>		<b>13,933</b>	<b>(4,333)</b>

(1) Restated - see note G3-1

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.



Gwydir Shire Council

Statement of Financial Position

as at 30 June 2022

	Notes	2022 \$ '000	Restated 2021 <sup>1</sup> \$ '000	Restated 1 July 2020 <sup>1</sup> \$ '000
<b>ASSETS</b>				
<b>Current assets</b>				
Cash and cash equivalents	C1-1	3,186	8,109	3,936
Investments	C1-2	13,796	8,550	7,631
Receivables	C1-4	6,450	1,740	2,549
Inventories	C1-5	260	843	798
Contract assets and contract cost assets	C1-6	65	391	921
Other		10	–	39
<b>Total current assets</b>		<b>23,767</b>	<b>19,633</b>	<b>15,874</b>
<b>Non-current assets</b>				
Infrastructure, property, plant and equipment (IPPE)	C1-7	421,218	409,816	414,914
<b>Total non-current assets</b>		<b>421,218</b>	<b>409,816</b>	<b>414,914</b>
<b>Total assets</b>		<b>444,985</b>	<b>429,449</b>	<b>430,788</b>
<b>LIABILITIES</b>				
<b>Current liabilities</b>				
Payables	C3-1	4,853	3,038	3,645
Contract liabilities	C3-2	5,799	6,208	1,571
Borrowings	C3-3	2,009	1,125	1,180
Employee benefit provisions	C3-4	3,181	2,909	2,853
Provisions	C3-5	61	–	–
<b>Total current liabilities</b>		<b>15,903</b>	<b>13,280</b>	<b>9,249</b>
<b>Non-current liabilities</b>				
Borrowings	C3-3	3,997	5,987	7,085
Employee benefit provisions	C3-4	114	108	106
Provisions	C3-5	4,820	3,857	3,798
<b>Total non-current liabilities</b>		<b>8,931</b>	<b>9,952</b>	<b>10,989</b>
<b>Total liabilities</b>		<b>24,834</b>	<b>23,232</b>	<b>20,238</b>
<b>Net assets</b>		<b>420,151</b>	<b>406,217</b>	<b>410,550</b>
<b>EQUITY</b>				
Accumulated surplus		292,895	283,293	280,932
IPPE revaluation reserve	C4-1	127,255	122,924	129,618
<b>Council equity interest</b>		<b>420,150</b>	<b>406,217</b>	<b>410,550</b>
<b>Total equity</b>		<b>420,150</b>	<b>406,217</b>	<b>410,550</b>

(1) Restated - see note G3-1

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

Gwydir Shire Council

Statement of Changes in Equity  
for the year ended 30 June 2022

	Notes	as at 30/06/22			as at 30/06/21		
		Accumulated surplus	IPPE revaluation reserve	Total equity	Accumulated surplus	IPPE revaluation reserve	Total equity
		\$ '000	\$ '000	\$ '000	Restated \$ '000	Restated \$ '000	Restated \$ '000
Opening balance at 1 July		280,690	122,924	403,614	278,105	129,618	407,723
Correction of prior period errors	G3-1	2,603	–	2,603	2,827	–	2,827
Net operating result for the year		9,602	–	9,602	2,585	–	2,585
Correction of prior period errors	G3-1	–	–	–	(224)	–	(224)
<b>Restated net operating result for the period</b>		<b>9,602</b>	<b>–</b>	<b>9,602</b>	<b>2,361</b>	<b>–</b>	<b>2,361</b>
<b>Other comprehensive income</b>							
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-7	–	4,331	4,331	–	(31)	(31)
– Impairment loss relating to IPP&E	C1-7	–	–	–	–	(6,663)	(6,663)
<b>Other comprehensive income</b>		<b>–</b>	<b>4,331</b>	<b>4,331</b>	<b>–</b>	<b>(6,694)</b>	<b>(6,694)</b>
<b>Total comprehensive income</b>		<b>9,602</b>	<b>4,331</b>	<b>13,933</b>	<b>2,361</b>	<b>(6,694)</b>	<b>(4,333)</b>
<b>Closing balance at 30 June</b>		<b>292,895</b>	<b>127,255</b>	<b>420,150</b>	<b>283,293</b>	<b>122,924</b>	<b>406,217</b>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Gwydir Shire Council

Statement of Cash Flows

for the year ended 30 June 2022

<i>Original unaudited budget 2022 \$ '000</i>	Notes	<i>Actual 2022 \$ '000</i>	<i>Actual 2021 \$ '000</i>
<b>Cash flows from operating activities</b>			
<i>Receipts:</i>			
10,991	Rates and annual charges	11,383	10,935
2,106	User charges and fees	3,311	5,928
81	Interest received	243	189
29,361	Grants and contributions	20,587	19,778
–	Bonds, deposits and retentions received	6	7
450	Other	5,705	6,924
<i>Payments:</i>			
(11,856)	Payments to employees	(13,225)	(13,200)
(28,461)	Payments for materials and services	(12,215)	(10,165)
(405)	Borrowing costs	(445)	(472)
(2,200)	Other	(246)	(3,121)
67	<b>Net cash flows from operating activities</b>	<b>15,104</b>	<b>16,803</b>
<b>Cash flows from investing activities</b>			
<i>Receipts:</i>			
–	Sale of investments	7,346	12,000
220	Proceeds from sale of IPPE	1,438	160
<i>Payments:</i>			
–	Purchase of investments	(12,699)	(12,919)
(1,400)	Payments for IPPE	(15,007)	(10,718)
(1,180)	<b>Net cash flows from investing activities</b>	<b>(18,922)</b>	<b>(11,477)</b>
<b>Cash flows from financing activities</b>			
<i>Payments:</i>			
(1,244)	Repayment of borrowings	(1,106)	(1,153)
(1,244)	<b>Net cash flows from financing activities</b>	<b>(1,106)</b>	<b>(1,153)</b>
(2,357)	<b>Net change in cash and cash equivalents</b>	<b>(4,924)</b>	<b>4,173</b>
4,535	Cash and cash equivalents at beginning of year	8,109	3,936
2,178	<b>Cash and cash equivalents at end of year</b>	<b>3,185</b>	<b>8,109</b>
3,000	plus: Investments on hand at end of year	13,796	8,550
5,178	<b>Total cash, cash equivalents and investments</b>	<b>16,981</b>	<b>16,659</b>

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

Gwydir Shire Council | Income Statement of water supply business activity | for the year ended 30 June 2022

Gwydir Shire Council

Income Statement of water supply business activity  
for the year ended 30 June 2022

	2022 \$ '000	2021 \$ '000
<b>Income from continuing operations</b>		
Access charges	810	778
User charges	715	784
Fees	2	1
Interest and investment income	1	12
Other income	4	6
<b>Total income from continuing operations</b>	<b>1,532</b>	<b>1,581</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	455	408
Borrowing costs	92	115
Materials and services	616	665
Depreciation, amortisation and impairment	374	387
Net loss from the disposal of assets	13	33
Other expenses	13	-
<b>Total expenses from continuing operations</b>	<b>1,563</b>	<b>1,608</b>
<b>Surplus (deficit) from continuing operations before capital amounts</b>	<b>(31)</b>	<b>(27)</b>
Grants and contributions provided for capital purposes	-	54
<b>Surplus (deficit) from continuing operations after capital amounts</b>	<b>(31)</b>	<b>27</b>
<b>Surplus (deficit) from all operations before tax</b>	<b>(31)</b>	<b>27</b>
<b>Surplus (deficit) after tax</b>	<b>(31)</b>	<b>27</b>
<b>Plus accumulated surplus</b>	<b>12,852</b>	<b>12,825</b>
<b>Plus adjustments for amounts unpaid:</b>		
<b>Closing accumulated surplus</b>	<b>12,821</b>	<b>12,852</b>
<b>Return on capital %</b>	<b>0.4%</b>	<b>0.5%</b>
<b>Subsidy from Council</b>	<b>574</b>	<b>162</b>
<b>Calculation of dividend payable:</b>		
Surplus (deficit) after tax	(31)	27
Less: capital grants and contributions (excluding developer contributions)	-	(54)
<b>Surplus for dividend calculation purposes</b>	<b>-</b>	<b>-</b>
<b>Potential dividend calculated from surplus</b>	<b>-</b>	<b>-</b>

Gwydir Shire Council | Income Statement of sewerage business activity | for the year ended 30 June 2022

Gwydir Shire Council

Income Statement of sewerage business activity  
for the year ended 30 June 2022

	2022 \$ '000	2021 \$ '000
<b>Income from continuing operations</b>		
Access charges	688	656
User charges	92	57
Interest and investment income	4	37
Other income	(1)	2
<b>Total income from continuing operations</b>	<b>783</b>	<b>752</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	380	344
Materials and services	470	152
Depreciation, amortisation and impairment	183	187
<b>Total expenses from continuing operations</b>	<b>1,033</b>	<b>683</b>
<b>Surplus (deficit) from continuing operations before capital amounts</b>	<b>(250)</b>	<b>69</b>
Grants and contributions provided for capital purposes	-	50
<b>Surplus (deficit) from continuing operations after capital amounts</b>	<b>(250)</b>	<b>119</b>
<b>Surplus (deficit) from all operations before tax</b>	<b>(250)</b>	<b>119</b>
Less: corporate taxation equivalent (25%) [based on result before capital]	-	(18)
<b>Surplus (deficit) after tax</b>	<b>(250)</b>	<b>101</b>
<b>Plus accumulated surplus</b>	<b>8,636</b>	<b>8,517</b>
<b>Plus adjustments for amounts unpaid:</b>		
- Corporate taxation equivalent	-	18
<b>Closing accumulated surplus</b>	<b>8,386</b>	<b>8,636</b>
<b>Return on capital %</b>	<b>(4.0)%</b>	<b>1.1%</b>
<b>Subsidy from Council</b>	<b>480</b>	<b>25</b>
<b>Calculation of dividend payable:</b>		
Surplus (deficit) after tax	(250)	101
Less: capital grants and contributions (excluding developer contributions)	-	(50)
<b>Surplus for dividend calculation purposes</b>	<b>-</b>	<b>51</b>
<b>Potential dividend calculated from surplus</b>	<b>-</b>	<b>26</b>

Gwydir Shire Council | Income Statement of Waste business activity | for the year ended 30 June 2022

Gwydir Shire Council

Income Statement of Waste business activity  
for the year ended 30 June 2022

	2022 Category 2 \$ '000	2021 Category 2 \$ '000
<b>Income from continuing operations</b>		
Annual charges	1,451	1,410
Interest and investment income	3	60
Other income	232	66
<b>Total income from continuing operations</b>	<b>1,686</b>	<b>1,536</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	324	382
Borrowing costs	3	4
Materials and services	767	732
Depreciation, amortisation and impairment	566	576
<b>Total expenses from continuing operations</b>	<b>1,660</b>	<b>1,694</b>
<b>Surplus (deficit) from continuing operations before capital amounts</b>	<b>26</b>	<b>(158)</b>
<b>Surplus (deficit) from continuing operations after capital amounts</b>	<b>26</b>	<b>(158)</b>
<b>Surplus (deficit) from all operations before tax</b>	<b>26</b>	<b>(158)</b>
Less: corporate taxation equivalent (25%) [based on result before capital]	(7)	–
<b>Surplus (deficit) after tax</b>	<b>19</b>	<b>(158)</b>
<b>Plus accumulated surplus</b>	<b>2,559</b>	<b>2,717</b>
<b>Plus adjustments for amounts unpaid:</b>		
– Corporate taxation equivalent	7	–
<b>Closing accumulated surplus</b>	<b>2,585</b>	<b>2,559</b>
<b>Return on capital %</b>	<b>0.8%</b>	<b>(5.1)%</b>
<b>Subsidy from Council</b>	<b>104</b>	<b>199</b>

Gwydir Shire Council | Income Statement of Naroo aged care | for the year ended 30 June 2022

Gwydir Shire Council

Income Statement of Naroo aged care  
for the year ended 30 June 2022

	2022 Category 1 \$ '000	2021 Category 1 \$ '000
<b>Income from continuing operations</b>		
Rentals	2,968	3,027
Interest and investment income	-	3
<b>Total income from continuing operations</b>	<b>2,968</b>	<b>3,030</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	2,412	2,191
Borrowing costs	150	115
Materials and services	557	559
Depreciation, amortisation and impairment	118	119
Other expenses	106	121
<b>Total expenses from continuing operations</b>	<b>3,343</b>	<b>3,105</b>
<b>Surplus (deficit) from continuing operations before capital amounts</b>	<b>(375)</b>	<b>(75)</b>
Grants and contributions provided for capital purposes	202	328
<b>Surplus (deficit) from continuing operations after capital amounts</b>	<b>(173)</b>	<b>253</b>
<b>Surplus (deficit) from all operations before tax</b>	<b>(173)</b>	<b>253</b>
<b>Surplus (deficit) after tax</b>	<b>(173)</b>	<b>253</b>
<b>Plus accumulated surplus</b>	<b>(249)</b>	<b>(502)</b>
<b>Plus adjustments for amounts unpaid:</b>		
<b>Closing accumulated surplus</b>	<b>(422)</b>	<b>(249)</b>
<b>Return on capital %</b>	<b>(3.1)%</b>	<b>0.5%</b>
<b>Subsidy from Council</b>	<b>490</b>	<b>73</b>

Gwydir Shire Council | Statement of Financial Position of water supply business activity | for the year ended 30 June 2022

Gwydir Shire Council

Statement of Financial Position of water supply business activity

as at 30 June 2022

	2022 \$ '000	2021 \$ '000
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	412	295
Investments	500	500
Receivables	262	227
Inventories	20	17
<b>Total current assets</b>	<b>1,194</b>	<b>1,039</b>
<b>Non-current assets</b>		
Infrastructure, property, plant and equipment	17,358	16,794
<b>Total non-current assets</b>	<b>17,358</b>	<b>16,794</b>
<b>Total assets</b>	<b>18,552</b>	<b>17,833</b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Payables	52	49
Borrowings	185	188
<b>Total current liabilities</b>	<b>237</b>	<b>237</b>
<b>Non-current liabilities</b>		
Borrowings	1,042	1,237
<b>Total non-current liabilities</b>	<b>1,042</b>	<b>1,237</b>
<b>Total liabilities</b>	<b>1,279</b>	<b>1,474</b>
<b>Net assets</b>	<b>17,273</b>	<b>16,359</b>
<b>EQUITY</b>		
Accumulated surplus	12,821	12,852
Revaluation reserves	4,452	3,507
<b>Total equity</b>	<b>17,273</b>	<b>16,359</b>



Gwydir Shire Council | Statement of Financial Position of sewerage business activity | for the year ended 30 June 2022

Gwydir Shire Council

Statement of Financial Position of sewerage business activity  
as at 30 June 2022

	2022 \$ '000	2021 \$ '000
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	745	696
Investments	2,100	2,100
Receivables	91	75
Inventories	1	2
<b>Total current assets</b>	<b>2,937</b>	<b>2,873</b>
<b>Non-current assets</b>		
Infrastructure, property, plant and equipment	6,279	6,294
<b>Total non-current assets</b>	<b>6,279</b>	<b>6,294</b>
<b>Total assets</b>	<b>9,216</b>	<b>9,167</b>
<b>Net assets</b>	<b>9,216</b>	<b>9,167</b>
<b>EQUITY</b>		
Accumulated surplus	8,386	8,636
Revaluation reserves	830	531
<b>Total equity</b>	<b>9,216</b>	<b>9,167</b>

Gwydir Shire Council | Statement of Financial Position of Waste business activity | for the year ended 30 June 2022

Gwydir Shire Council

Statement of Financial Position of Waste business activity  
as at 30 June 2022

	<b>2022</b> <b>Category 2</b> <b>\$ '000</b>	<b>2021</b> <b>Category 2</b> <b>\$ '000</b>
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	1,942	1,448
Investments	2,100	2,100
Receivables	160	132
<b>Total current assets</b>	<b>4,202</b>	<b>3,680</b>
<b>Non-current assets</b>		
Infrastructure, property, plant and equipment	3,623	3,024
<b>Total non-current assets</b>	<b>3,623</b>	<b>3,024</b>
<b>Total assets</b>	<b>7,825</b>	<b>6,704</b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Borrowings	11	10
<b>Total current liabilities</b>	<b>11</b>	<b>10</b>
<b>Non-current liabilities</b>		
Borrowings	19	30
Provisions	4,484	3,388
<b>Total non-current liabilities</b>	<b>4,503</b>	<b>3,418</b>
<b>Total liabilities</b>	<b>4,514</b>	<b>3,428</b>
<b>Net assets</b>	<b>3,311</b>	<b>3,276</b>
<b>EQUITY</b>		
Accumulated surplus	2,585	2,559
Revaluation reserves	726	717
<b>Total equity</b>	<b>3,311</b>	<b>3,276</b>

Gwydir Shire Council | Statement of Financial Position of Naroo aged care | for the year ended 30 June 2022

Gwydir Shire Council

Statement of Financial Position of Naroo aged care

as at 30 June 2022

	2022 Category 1 \$ '000	2021 Category 1 \$ '000
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	625	782
Receivables	25	31
<b>Total current assets</b>	<b>650</b>	<b>813</b>
<b>Non-current assets</b>		
Receivables	171	-
Infrastructure, property, plant and equipment	7,241	7,565
<b>Total non-current assets</b>	<b>7,412</b>	<b>7,565</b>
<b>Total assets</b>	<b>8,062</b>	<b>8,378</b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Contract liabilities	535	-
Aged care bonds	1,376	1,126
Bank overdraft	2,823	3,401
Borrowings	150	144
<b>Total current liabilities</b>	<b>4,884</b>	<b>4,671</b>
<b>Non-current liabilities</b>		
Borrowings	1,813	1,963
Other Liabilities	117	117
<b>Total non-current liabilities</b>	<b>1,930</b>	<b>2,080</b>
<b>Total liabilities</b>	<b>6,814</b>	<b>6,751</b>
<b>Net assets</b>	<b>1,248</b>	<b>1,627</b>
<b>EQUITY</b>		
Accumulated surplus	(422)	(249)
Revaluation reserves	1,670	1,876
<b>Total equity</b>	<b>1,248</b>	<b>1,627</b>

## 8.14 Digital Information Boards

**File Reference:** NA

### Delivery Program

**Goal:** 4. Proactive regional and local leadership

**Outcome:** 4.1 We are an engaged and connected community

**Strategy:** 4.1.1 Encourage an informed community

**Author:** Leeah Daley, OCD Manager

### STAFF DISCLOSURE OF INTEREST Nil

### IN BRIEF/SUMMARY RECOMMENDATION

As the options for the information boards are so varied in capacity and price it is impossible to make a recommendation to Council without understanding what the Council wishes to achieve through their installation.

The information provided in this report is to give Council an understanding of what is possible and the variation of financial investment for all mediums available.

### TABLED ITEMS Nil

### BACKGROUND

Some time ago the Council asked staff to look at options for the installation of electronic information boards in Warialda and Bingara. This request came from frustration that despite Council's every attempt members of the public were stating that they were still not informed on upcoming events and emergency situations.

The aim of the information boards is to provide the community and its visitors access to real time information and events happening throughout Gwydir Shire. This real time information could be anything from water restrictions to annual festivals and events.

There is also an option for local business to pay a small fee to have their business advertised on these information boards, however Council would need to ensure that the volume does not detract from the main purpose; that is, providing our community with another channel of communication.

Another alternative to the digital information board could be the installation of larger LED televisions that are encased in a protective screen. These could possibly provide a clearer picture for imagery.

Possible locations for the information boards have been identified:

- Bingara – Out the front of the main Council building – essentially replacing what is already there. Or as an on the wall option, Bingara IGA & Hardware may be open to replacing their giant noticeboard.

- Warialda – As an on the wall option on the front of the Council building in Hope St. Or positioned out the front of the Information Centre along the highway.

3 quotes were obtained during this process from Milestone LED Sign Solutions, Electronic Signage Australia and Signpac.

The 2022/23 budget currently contains an allocation of \$80,000 for the implementation of the devices chosen.

## COMMENT

### Quotation 1 - Milestone LED Sign Solutions – Freestanding steel structure

This is the company that installed the Bingara Central School digital information board. The structure quoted on is larger than the Bingara Central School sign. This company can do any size, shape or resolution required.

All products are cloud based and controlled by 4G SIM cards. This negates the need to put them on the Council corporate network or provide Council with data cabling. This means content can be accessed from anywhere in the world if there is access to the internet and web browser.

Images & quotes of these products are included in the attachment titled ‘Gwydir Shire Council Led Sign Proposal’.

#### Financial Considerations

Additional information from Milestone LED Sign Solutions for Pylon Design quote (estimate only) - Structure, ACM clad and backlit – no allowance for LED screen.

Based on 6m(h) x 2m(w) Double sided

\$36,950+GST

Footings and council permit

\$13,900+GST

Packaging, Freight & Install

\$10,300+GST

Approx Cost - \$61,150.00 + GST

### Quotation 2 - SignPac

This company provided quotations for the following three options.

Option 1



Cabinet Size 1680mm (W) x 1040mm (H)

Financial Considerations

Wall Mounted display only - P6.67 SMD Screen \$13,400.00 ex

Installation \$2500 ex

Approximate total cost \$15900.00

Option 2



With this design there is the option of a single or double sided noticeboard.

Financial Considerations

Single Sided Pole Structure – P6.67 SMD Screen \$17,200.00 ex. Plus installation \$3,900.00

Total Cost \$21,100.00

Double Sided Pole Structure – P6.67 SMD Screen \$22,000.00 ex. Plus Installation \$3,900.00 ex

Total Cost \$25,900.00

Note: Installation costs do not include electrical installation.

Option 3



Again, with this option there is the opportunity for single or double screens.

Pylon Tower Enclosed Style – Single Sided – P6.67 SMD Screen \$20,800.00 ex.  
Total cost with installation \$25,750.00

Pylon Tower Enclosed Style – Double Sided – P6.67 SMD Screen \$31,700.00 ex.  
Total cost with installation \$36,650.00

Note: Installation costs do not include electrical installation

### Quotation 3 - Electronic Signage Australia

The full quotation from Pylon design is attached.

The Company advised that the full colour LED Video Boards were their most popular options. This option can display any image, logo, movie etc required.

The screens quoted on below are for a 6.67mm pitch resolution with other screen resolutions available upon request. All software is included, and the screens can be operated from any location required with the addition of a sim card.

Installation costs would be dependent on where and how the council would like the screen installed (i.e., into a freestanding steel structure or pylon etc). All quotes could potentially be reduced if Council were to take on the fabrication of the framework and the installation of this framing. The contractor would then be utilised for the remainder of the works such as electrical, installation of screen, setup and connection and user training.

Some popular sizes and prices are (please note that these prices do not include installation costs):

2m X 2m = \$14,320 + GST

3m X 2m = \$22,890 + GST

4m X 2m = \$29,490 + GST

4m X 3m = \$42,660 + GST

5m X 3m = \$53,890 + GST



**OFFICER RECOMMENDATION**

**THAT the Council define the scope for the information board project and that once the scope is defined that firm quotations for the purchase and installation of the appropriate information boards are obtained.**

**ATTACHMENTS**

1. Electronic Signage Australia - Gwydir Shire Council Video Board Quotation (3 m X 2 m) in 6 mm pitch [8.14.1 - 4 pages]
2. Electronic Signage Australia - Gwydir Shire Council Video Board Quotation (3 m X 2 m) in 6 mm pitch [8.14.2 - 4 pages]
3. Gwydir Shire Council LED Sign Proposal 23-05-2022 [8.14.3 - 17 pages]

**COUNCIL RESOLUTION:**

**THAT the Council define the scope for the information board project and that once the scope is defined that firm quotations for the purchase and installation of the appropriate information boards are obtained.**



After discussion it was agreed that an outdoor all weather TV set up was the preferred option with up to date information being a priority.

(Moved Cr Dixon OAM, Seconded Cr Egan)

**CARRIED**

**For: Cr J Coulton, Cr Egan, Cr D Coulton, Cr Dixon OAM, Cr Galvin, Cr Matthews, Cr Moore and Cr Smith**

**Against: Nil**



Electronic Signage Australia  
 P.O. Box 368,  
 Nunawading LPO, Vic, 3131  
 Unit 10, 56 Norcal Road,  
 Nunawading, Vic, 3131  
 (03) 9894 1963  
 www.esignsaus.com • info@esignsaus.com

**QUOTATION**  
 17/06/2022

**QUOTATION / ESTIMATE NUMBER: BM007614**

To: Gwydir Shire Council  
 54 Hope Street, Wyallda NSW 2402

	DESCRIPTION	TOTALS
<b>Double-sided LED Video Board (2880mm w X 1920mm h with a 6mm pitch)</b>	<b>Double-sided</b> Full Colour LED Video Board 2880mm wide X 1920mm high with a 6mm pitch	\$45,780.00
<b>LED Control box + software</b>	LED Control box + all required software to control screen	Included
<b>Pylon (6m height)</b>	Single sided pylon sign measuring 6m high X 3m wide X .35m deep. Sign is to be manufactured using internal steel frame and clad with cut and grooved ACM panels. Top part of panels is to be fitted with router cut logo manufactured using 20mm acrylic. Acrylic frame and cladding to accommodate LED Screen measuring 2880 x 1920mm	\$23,640.00
<b>Hold Down Cages</b>	1 X set of 1500 X 500 X 500 hold down cages for footings	\$2,350.00
<b>Sim-Card</b>	Sim-card to allow 4G connectivity	Client to supply
<b>Installation</b>	Please see page 3 for installation requirements & inclusions	TBC
<b>Electrical work</b>	Please see page 3 for electrical requirements	TBC
<b>Commissioning</b>	Commissioning of video board by ESA representative	Included
<b>Delivery</b>	Delivery of pylon and video board to site	\$880.00
	Subtotal	\$72,650.00
	GST 10%	\$7,265.00
	<b>TOTAL</b>	<b>\$79,915.00</b>

**Payment Terms:** 50% deposit required upon order / 40% required once video board is ready for delivery / 10% required upon commissioning  
**Lead Time:** 10-12 weeks from deposit date





Electronic Signage Australia  
P.O. Box 368,  
Nunawading LPO, Vic, 3131  
Unit 10, 56 Norcal Road,  
Nunawading, Vic, 3131  
(03) 9894 1963  
www.esignsaus.com • info@esignsaus.com



Video Board size 2880mm X 1920mm (Pitch 6mm)



A screen with a 6mm pitch has a pixel density of 22,500 dots/m2



Electronic Signage Australia  
 P.O. Box 368,  
 Nunawading LPO, Vic, 3131  
 Unit 10, 56 Norcal Road,  
 Nunawading, Vic, 3131  
 (03) 9894 1963  
 www.esignsaus.com • info@esignsaus.com

**Video Board Inclusions:**

- Ability for users to input any message or content required (images/videos etc)  
*acceptable file formats include jpg, bmp, png, gif, mov, mp4, wmv & avi*
- Video Board setup (includes calibration with control system)
- Scheduled display (ie turn on at 6am and turn off at 10pm)
- Automatic brightness adjustment
- Training & instruction manuals
- Remote assistance (phone and email)

**Video Board Specifications:**

- 2880mm wide X 1920mm high
- P6 resolution (22,500 dots m/2)

**Installation Requirements:**

*The following is what is needed for installation and can be priced on assessment:*

- Soil test at proposed sign location
- Engineering certification for pylon
- Excavation of footing and pouring of concrete
- Laying of Hold Down (HD) bolt into footing
- Pylon and Video Board installation (includes necessary crane-truck hire)

**Electrical & Data Requirements:**

*The following electrical works are required for the video board and can be priced on assessment*

- Running of power from source to proposed sign location
- Supply and fitting of 2 X 20amp isolators on pylon
- Fitting off and connecting power to video board once installed

**Note: This video board size requires 32amps upon in-rush. A certificate of electrical safety must be provided upon completion of all electrical works.**



Electronic Signage Australia  
P.O. Box 368,  
Nunawading LPO, Vic, 3131  
Unit 10, 56 Norcal Road,  
Nunawading, Vic, 3131  
(03) 9894 1963  
www.esignsaus.com • info@esignsaus.com

**Servicing:**

- On-call support (phone and email)
- 24-month warranty on all equipment supplied and works performed by ESA
- Inspections for repairs to be attended to within 1-3 business days of first call-out
- Repairs to be performed within 3-5 business days of first inspection
- Cost of replacement LED panels depends on size of area needing replacement

**Terms**

- This quotation is valid for a period of 30 days and is subject to our trading Terms and Conditions as displayed on our website ([www.esignsaus.com](http://www.esignsaus.com))
- Electronic Signs Australia Payment Terms and Conditions are as follows:

50% deposit of the total invoiced amount (Incl GST) is required upon placement of order – payment must be received within net 7 days of placement of order

40% of the total invoiced amount (Incl GST) is required to be paid once video board is ready for delivery – payment must be received within net 7 days

10% of the total invoiced amount (Incl GST) is required to be paid upon commissioning

Please note that late payment/storage fees may apply for any overdue invoiced amounts.

Please ensure you read these Payment Terms and Conditions carefully.

Kind Regards

**Nick Birrell**  
**General Manager**  
[nick@esignsaus.com](mailto:nick@esignsaus.com)  
0423 009 665





Electronic Signage Australia  
 P.O. Box 368,  
 Nunawading LPO, Vic, 3131  
 Unit 10, 56 Norcal Road,  
 Nunawading, Vic, 3131  
 (03) 9894 1963  
 www.esignsaus.com • info@esignsaus.com

**QUOTATION**  
 17/06/2022

**QUOTATION / ESTIMATE NUMBER: BM007613**

To: Gwydir Shire Council  
 54 Hope Street, Wyallda NSW 2402

	<b>DESCRIPTION</b>	<b>TOTALS</b>
<b>LED Video Board (2880mm w X 1920mm h with a 6mm pitch)</b>	Full Colour LED Video Board 2880mm wide X 1920mm high with a 6mm pitch	\$22,890.00
<b>LED Control box + software</b>	LED Control box + all required software to control screen	Included
<b>Pylon (6m height)</b>	Single sided pylon sign measuring 6m high X 3m wide X .35m deep. Sign is to be manufactured using internal steel frame and clad with cut and grooved ACM panels. Top part of panels is to be fitted with router cut logo manufactured using 20mm acrylic. Acrylic frame and cladding to accommodate LED Screen measuring 2880 x 1920mm	\$19,790.00
<b>Hold Down Cages</b>	1 X set of 1500 X 500 X 500 hold down cages for footings	\$2,350.00
<b>Sim-Card</b>	Sim-card to allow 4G connectivity	Client to supply
<b>Installation</b>	Please see page 3 for installation requirements & inclusions	TBC
<b>Electrical work</b>	Please see page 3 for electrical requirements	TBC
<b>Commissioning</b>	Commissioning of video board by ESA representative	Included
<b>Delivery</b>	Delivery of video board and pylon to site	\$880.00
	Subtotal	\$45,910.00
	GST 10%	\$4,591.00
	<b>TOTAL</b>	<b>\$50,501.00</b>

**Payment Terms:** 50% deposit required upon order / 40% required once video board is ready for delivery / 10% required upon commissioning  
**Lead Time:** 10-12 weeks from deposit date





Electronic Signage Australia  
P.O. Box 368,  
Nunawading LPO, Vic, 3131  
Unit 10, 56 Norcal Road,  
Nunawading, Vic, 3131  
(03) 9894 1963  
www.esignsaus.com • info@esignsaus.com



Video Board size 2880mm X 1920mm (Pitch 6mm)



A screen with a 6mm pitch has a pixel density of 22,500 dots/m2



Electronic Signage Australia  
 P.O. Box 368,  
 Nunawading LPO, Vic, 3131  
 Unit 10, 56 Norcal Road,  
 Nunawading, Vic, 3131  
 (03) 9894 1963  
 www.esignsaus.com • info@esignsaus.com

**Video Board Inclusions:**

- Ability for users to input any message or content required (images/videos etc)  
*acceptable file formats include jpg, bmp, png, gif, mov, mp4, wmv & avi*
- Video Board setup (includes calibration with control system)
- Scheduled display (ie turn on at 6am and turn off at 10pm)
- Automatic brightness adjustment
- Training & instruction manuals
- Remote assistance (phone and email)

**Video Board Specifications:**

- 2880mm wide X 1920mm high
- P6 resolution (22,500 dots m/2)

**Installation Requirements:**

*The following is what is needed for installation and can be priced on assessment:*

- Soil test at proposed sign location
- Engineering certification for pylon
- Excavation of footing and pouring of concrete
- Laying of Hold Down (HD) bolt into footing
- Pylon and Video Board installation (includes necessary crane-truck hire)

**Electrical & Data Requirements:**

*The following electrical works are required for the video board and can be priced on assessment*

- Running of power from source to proposed sign location
- Supply and fitting of 20amp isolator on video board structure
- Fitting off and connecting power to video board once installed

**Note: This video board size requires 16amps upon in-rush. A certificate of electrical safety must be provided upon completion of all electrical works.**





Electronic Signage Australia  
P.O. Box 368,  
Nunawading LPO, Vic, 3131  
Unit 10, 56 Norcal Road,  
Nunawading, Vic, 3131  
(03) 9894 1963  
www.esignsaus.com • info@esignsaus.com

**Servicing:**

- On-call support (phone and email)
- 24-month warranty on all equipment supplied and works performed by ESA
- Inspections for repairs to be attended to within 1-3 business days of first call-out
- Repairs to be performed within 3-5 business days of first inspection
- Cost of replacement LED panels depends on size of area needing replacement

**Terms**

- This quotation is valid for a period of 30 days and is subject to our trading Terms and Conditions as displayed on our website ([www.esignsaus.com](http://www.esignsaus.com))
- Electronic Signs Australia Payment Terms and Conditions are as follows:

50% deposit of the total invoiced amount (Incl GST) is required upon placement of order – payment must be received within net 7 days of placement of order

40% of the total invoiced amount (Incl GST) is required to be paid once video board is ready for delivery – payment must be received within net 7 days

10% of the total invoiced amount (Incl GST) is required to be paid upon commissioning

Please note that late payment/storage fees may apply for any overdue invoiced amounts.

Please ensure you read these Payment Terms and Conditions carefully.

Kind Regards



**Nick Birrell**  
**General Manager**  
[nick@esignsaus.com](mailto:nick@esignsaus.com)  
0423 009 665





---

Prepared for  
Ms. Casey McClymont  
IP&R & Governance Officer  
Gwydir Shire Council  
33 Maitland Street  
Bingara NSW 2404

 02 6724 2000  
 0460 013 113  
 [cmcclymont@gwydir.nsw.gov.au](mailto:cmcclymont@gwydir.nsw.gov.au)

---

## LED Sign Quotation

---

Submitted by  
Lawrence Bucciol  
Milestone LED Sign Solutions  
ABN 88 050 325 801

Brisbane: 140 Creek Street  
Brisbane QLD 4000

Melbourne: Level 9, 440 Collins Street,  
Melbourne VIC 3000

Sydney:  
Level 14, 275 Alfred St  
North Sydney NSW 2060

 1300 739 904  
 0418 479 579  
 [sales@milestone.com.au](mailto:sales@milestone.com.au)  
 [www.milestone.com.au](http://www.milestone.com.au)

---



Ms. Casey McClymont  
IP&R & Governance Officer  
Gwydir Shire Council  
33 Maitland Street  
Bingara NSW 2404

Tuesday, 24 May 2022

Dear Casey,

Thank you very much for your recent inquiry. Please find our Milestone Outdoor All-Weather LED Sign quotation attached.

*“Let us make buying your new LED sign easy”*

Based on our discussion I have included pricing on three size options in both P10 and P5 resolutions. I have also included pricing on single- and double-sided signs. All three sizes provide a good canvas with which to showcase the Council, broadcast events and communicate with the community at large. As a reference the Bingara Public School sign is 1920(w) x 960(h) mm and P10 resolution.

The P10 means the LEDs are spaced 10mm apart. This is pretty much the “standard” outdoor resolution that 80% of Councils, schools and churches have. The P5 means the LEDs are spaced 5mm apart (so you have twice as many LEDs in any given area). This gives you a higher resolution and a better picture but the performance in direct sunlight can suffer marginally as the LED’s are not quite as bright.

We can manufacture signs to any shape, size and resolution, so if you would like alternatives other than those presented here, please let me know.

All signs are full colour and capable of displaying text, pictures and video (simultaneously if required©).

The measurements refer to the active area of the sign, the outside dimensions of the signs are slightly larger as they have a 40mm bezel all the way around. See the mock-ups on page 3 and 4.

Milestone’s Outdoor All-Weather LED Signs have numerous advantages over traditional static or lettered signs-

- Eye catching and engaging
- Highly visible over long distances day and night
- Simple to change
- Extremely flexible
- Easy to maintain



Reasons to buy your Outdoor All-Weather LED sign from Milestone: –

- **We do it all for you**
- Full colour
- Our signs do not “grey out” in direct sunlight
- The entire LED surface is available - you are not restricted a set number of lines of text
- High quality LED’s, enclosures, power supplies and fixings
- Variable font size provides best resolution and readability
- Display text, pictures and video (all at the same time if required)
- Easy to use
- Allows you to have multiple zones and overlays within the same screen
- Advanced scheduling function allows you to schedule content months in advance
- **Multiple networking options: Hot spot, wired, wireless or 4G cloud based**
- Proven reliability and support
- **Extremely well-made signs that are not made to a price point**
- Spare parts provided with each sign
- Optional header and footer boards are supplied on fully engineered and welded aluminium sub frames
- Our staff and contractors all have WWCC and White Card accreditation

This quotation includes all costs except those for getting power to the sign locations. If you like we can quote on this item too but in most cases, we’d prefer to work with your existing electrician or local contractor to perform the work under our supervision. This not only keeps the work in your community, but means you’ll have someone local to call in the unlikely event anything goes wrong down the track.

When you are ready to proceed, we just require an official purchase order and a 50% deposit.

*“We will take care of all the rest”*

If you have any questions, or would like more detail, please don’t hesitate to call me on 0418 479 579.

Kind regards,

Lawrence Buccioli  
 Milestone LED Sign Solutions  
 “Our business makes your business look great!”



YOUR NEW LED SIGNAGE

This is a photographic impression of how your proposed signage will look –



This mock-up shows an example of a single sided full colour P5 2,880 x 1,600mm LED sign with optional header board at the Maitland Street Bingara location



YOUR NEW LED SIGNAGE

This is a photographic impression of how your proposed signage will look –



This mock-up shows an example of a double-sided full colour P5 2,880 x 1,600mm LED sign with optional header board at the Warialda Information Centre.



SYSTEM COSTS – SINGLE SIDED - SMD P5

LED Sign Specification	Size		
	2,240mm (w) x 1,280mm (h)	2,560mm (w) x 1,440mm (h)	2,880mm (w) x 1,600mm (h)
	448 x 256 pixels	512 x 288 pixels	576 x 320 pixels
<b>Two (2) Single Sided Full Colour Outdoor LED Signs</b> <ul style="list-style-type: none"> <li>• Full colour LED</li> <li>• P5 (5mm) SMD Dot Pitch</li> <li>• Daylight readable - &gt; 6500nits (CD/m<sup>2</sup>)</li> <li>• Full picture and video capability</li> <li>• Ambient light sensor</li> <li>• IP 66/65 weatherproof aluminium cabinet</li> <li>• Stainless Steel internal fixings</li> <li>• Hotspot, wireless, wired and 4G controller (BYO SIM)</li> <li>• Aus./NZ Safety Standard Compliant</li> <li>• 2-year Warranty (up to 5 yrs. available)</li> <li>• Includes assortment of spare parts</li> </ul>	\$20,210.00	\$25,195.00	\$30,803.00
<b>Fixing</b> RHS Poles (pair) <ul style="list-style-type: none"> <li>• 150mm x 100mm x 5mm x 6000mm,</li> <li>• Galvanised and powder coated satin black</li> <li>• Capped and predrilled for power and data</li> <li>• Digging of footings and concrete</li> <li>• 150 x 100 x 4mm support bar</li> </ul>	\$3,615.00	\$3,615.00	\$3,615.00
<b>Freight</b> <b>Training on Software (2 hours)</b> <b>Installation</b> <ul style="list-style-type: none"> <li>• Install LED sign</li> <li>• Clean up and test.</li> </ul>	\$1,125.00 \$240.00 \$3,800.00	\$1,125.00 \$240.00 \$3,800.00	\$1,125.00 \$240.00 \$3,800.00
<b>Options</b> ACP Header/Footer Board, single sided with routed top, includes welded and powder coated aluminium subframe and 1.5hr graphic design allowance <ul style="list-style-type: none"> <li>• Header Board..... \$1,350.00</li> <li>• Footer Board..... \$1,025.00</li> </ul>			
<b>Lift Equipment</b> <ul style="list-style-type: none"> <li>• Crane Hire – 1day</li> </ul>	\$1,300.00	\$1,300.00	\$1,300.00
<b>Summary Total Ex GST</b>	<b>\$30,290.00</b>	<b>\$35,275.00</b>	<b>\$40,883.00</b>



SYSTEM COSTS– SINGLE SIDED - DIP P10

LED Sign Specification	Size		
	2,240mm (w) x 1,280mm (h)	2,560mm (w) x 1,440mm (h)	2,880mm (w) x 1,600mm (h)
	224 x 128 pixels	256 x 144 pixels	288 x 160 pixels
<b>Two (2) Single Sided Full Colour Outdoor LED Signs</b> <ul style="list-style-type: none"> <li>• Full colour LED</li> <li>• P10 (10mm) DIP Dot Pitch</li> <li>• Daylight readable - &gt; 6500nits (CD/m<sup>2</sup>)</li> <li>• Full picture and video capability</li> <li>• Ambient light sensor</li> <li>• IP 66/65 weatherproof aluminium cabinet</li> <li>• Stainless Steel internal fixings</li> <li>• Hotspot, wireless, wired and 4G controller (BYO SIM)</li> <li>• Aus./NZ Safety Standard Compliant</li> <li>• 2-year Warranty (up to 5 yrs. available)</li> <li>• Includes assortment of spare parts</li> </ul>	\$12,760.00	\$15,665.00	\$18,933.00
<b>Fixing</b> RHS Poles (pair) <ul style="list-style-type: none"> <li>• 150mm x 100mm x 5mm x 6000mm,</li> <li>• Galvanised and powder coated satin black</li> <li>• Capped and predrilled for power and data</li> <li>• Digging of footings and concrete</li> <li>• 150 x 100 x 4mm support bar</li> </ul>	\$3,615.00	\$3,615.00	\$3,615.00
<b>Freight</b> <b>Training on Software (2 hours)</b> <b>Installation</b> <ul style="list-style-type: none"> <li>• Install LED sign</li> <li>• Clean up and test.</li> </ul>	\$1,125.00 \$240.00 \$3,800.00	\$1,125.00 \$240.00 \$3,800.00	\$1,125.00 \$240.00 \$3,800.00
<b>Options</b> ACP Header/Footer Board, single sided with routed top, includes welded and powder coated aluminium subframe and 1.5hr graphic design allowance <ul style="list-style-type: none"> <li>• Header Board..... \$1,350.00</li> <li>• Footer Board..... \$1,025.00</li> </ul>			
<b>Lift Equipment</b> <ul style="list-style-type: none"> <li>• Crane Hire – 1day</li> </ul>	\$1,300.00	\$1,300.00	\$1,300.00
<b>Summary Total Ex GST</b>	<b>\$22,840.00</b>	<b>\$25,745.00</b>	<b>\$29,013.00</b>





SYSTEM COSTS – DOUBLE SIDED - SMD P5

LED Sign Specification	Size		
	2,240mm (w) x 1,280mm (h)	2,560mm (w) x 1,440mm (h)	2,880mm (w) x 1,600mm (h)
	448 x 256 pixels	512 x 288 pixels	576 x 320 pixels
<b>Double Sided Full Colour Outdoor LED Signs</b> <ul style="list-style-type: none"> <li>• Full colour LED</li> <li>• P5 (5mm) SMD Dot Pitch</li> <li>• Daylight readable - &gt; 6500nits (CD/m<sup>2</sup>)</li> <li>• Full picture and video capability</li> <li>• Ambient light sensor</li> <li>• IP 66/65 weatherproof aluminium cabinet</li> <li>• Stainless Steel internal fixings</li> <li>• Hotspot, wireless, wired and 4G controller (BYO SIM)</li> <li>• Aus./NZ Safety Standard Compliant</li> <li>• 2-year Warranty (up to 5 yrs. available)</li> <li>• Includes assortment of spare parts</li> </ul>	\$38,727.00	\$48,255.00	\$58,976.00
<b>Fixing</b> RHS Poles (pair) <ul style="list-style-type: none"> <li>• 200mm x 100mm x 6mm x 6500mm,</li> <li>• Galvanised and powder coated satin black</li> <li>• Capped and predrilled for power and data</li> <li>• Digging of footings and concrete</li> <li>• 150 x 100 x 5mm support bar</li> </ul>	\$3,897.00	\$3,897.00	\$3,897.00
<b>Freight</b>	\$1,473.00	\$1,473.00	\$1,473.00
<b>Training on Software (2 hours)</b>	\$240.00	\$240.00	\$240.00
<b>Installation</b> <ul style="list-style-type: none"> <li>• Install LED sign</li> <li>• Clean up and test.</li> </ul>	\$3,800.00	\$3,800.00	\$3,800.00
<b>Options</b> ACP Header/Footer Board x 2, single sided with routed top, includes welded and powder coated aluminium subframe and 1.5hr graphic design allowance <ul style="list-style-type: none"> <li>• Header Board..... \$2,538.00</li> <li>• Footer Board..... \$1,950.00</li> </ul>			
<b>Lift Equipment</b> <ul style="list-style-type: none"> <li>• Crane Hire – 1day</li> </ul>	\$1,300.00	\$1,300.00	\$1,300.00
<b>Summary Total Ex GST</b>	<b>\$49,437.00</b>	<b>\$58,965.00</b>	<b>\$69,686.00</b>



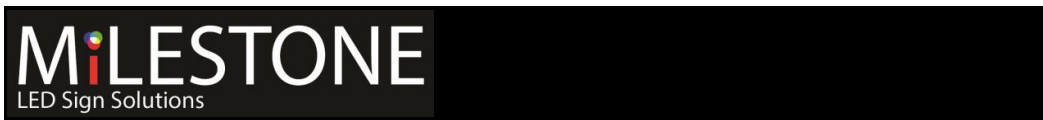
SYSTEM COSTS– DOUBLE SIDED - DIP P10

LED Sign Specification	Size		
	2,240mm (w) x 1,280mm (h)	2,560mm (w) x 1,440mm (h)	2,880mm (w) x 1,600mm (h)
	224 x 128 pixels	256 x 144 pixels	288 x 160 pixels
<b>Double Sided Full Colour Outdoor LED Signs</b>	\$24,482.00	\$30,036.00	\$36,284.00
<ul style="list-style-type: none"> <li>• Full colour LED</li> <li>• P10 (10mm) DIP Dot Pitch</li> <li>• Daylight readable - &gt; 6500nits (CD/m<sup>2</sup>)</li> <li>• Full picture and video capability</li> <li>• Ambient light sensor</li> <li>• IP 66/65 weatherproof aluminium cabinet</li> <li>• Stainless Steel internal fixings</li> <li>• Hotspot, wireless, wired and 4G controller (BYO SIM)</li> <li>• Aus./NZ Safety Standard Compliant</li> <li>• 2-year Warranty (up to 5 yrs. available)</li> <li>• Includes assortment of spare parts</li> </ul>			
<b>Fixing</b>	\$3,897.00	\$3,897.00	\$3,615.00
RHS Poles (pair) <ul style="list-style-type: none"> <li>• 200mm x 100mm x 6mm x 6500mm,</li> <li>• Galvanised and powder coated satin black</li> <li>• Capped and predrilled for power and data</li> <li>• Digging of footings and concrete</li> <li>• 150 x 100 x 5mm support bar</li> </ul>			
<b>Freight</b>	\$1,473.00	\$1,473.00	\$1,473.00
<b>Training on Software (2 hours)</b>	\$240.00	\$240.00	\$240.00
<b>Installation</b>	\$3,800.00	\$3,800.00	\$3,800.00
<ul style="list-style-type: none"> <li>• Install LED sign</li> <li>• Clean up and test.</li> </ul>			
<b>Options</b>			
ACP Header/Footer Board x 2, single sided with routed top, includes welded and powder coated aluminium subframe and 1.5hr graphic design allowance			
<ul style="list-style-type: none"> <li>• Header Board..... \$2,538.00</li> <li>• Footer Board..... \$1,950.00</li> </ul>			
<b>Lift Equipment</b>			
<ul style="list-style-type: none"> <li>• Crane Hire – 1day</li> </ul>	\$1,300.00	\$1,300.00	\$1,300.00
<b>Summary Total Ex GST</b>	<b>\$35,192.00</b>	<b>\$40,746.00</b>	<b>\$46,712.00</b>



#### NOTES, ASSUMPTIONS AND EXCLUSIONS

- All prices are ex GST.
- Heavy vehicle access (crane and cement truck) is available.
- Suitable power to sign location is in place
- No allowance has been made for the following excluded services: -
  - Use of hydro-excavation (due to complexity of underground services)
  - Traffic control
  - Power shutdown or spotters
  - Overhead wire tiger tailing
  - After hours installation
  - Staged installation
  - Disposal/relocation of old sign
  - Council permits or DA applications.
- Excluded services are additional to the price quoted and will be on charged at cost.



OUR SOLUTION MEETS ALL TECHNICAL AND SUPPORT REQUIREMENTS



**Sales, Service and Support**

Unlike most companies selling LED signs, Milestone is not a traditional paint and vinyl signage company. Milestone is an IT company that specialises in electronic signage solutions. We have vast technical experience and know how in selling, servicing and supporting electronic signage. This gives us a huge advantage over traditional signage companies which are usually out of their depth when it comes to supporting technology based solutions.



**Full Network Integration or 4G**

No need for secondary networking solutions. All our LED signs are fully integrated into your existing network unless required differently. Our 4G Cloud based solution means your sign can be accessed from anywhere in the world at anytime as long as you have an internet connection and web browser access.



**High Brightness**

All our LED Signs are greater than 6000 cd/m2 for optimum daytime viewing.



**High Resolution**

All our LED signs are 10mm pitch. Signs with LED spacing of more than 10mm pitch tend to look pixelated and more like a road sign.



**Text, Pictures and Video Playback**

More than 6000 levels of grayscale means that you can display pictures and full motion video on all our signs. Easy to use software.



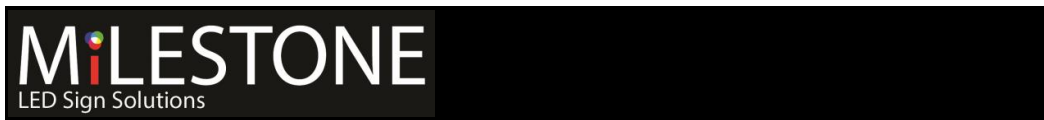
**All Metal Enclosure**

Our sign enclosures are made for Australia conditions. They are made from steel or aluminium and powder coated for strength, durability and all-weather protection.



**2 Year Warranty**

All our LED Signs come with a 2 year RTB Parts and Labour warranty.



SCOPE OF WORK

Attached is an outline of what to expect in a typical LED sign installation when the sign is to be installed on poles.

The sign requires 240V AC 10 Amp power which is usually sourced directly from the nearest electrical switchboard. This requires running electrical cable in duct through the building to the sign.

Data is typically sourced from the nearest patch panel which also requires running Cat6 cable in duct through the building out to the exterior and then into the same trench as the electricals to the sign. If data is not readily available, we will include a wireless or 4G cloud interface.

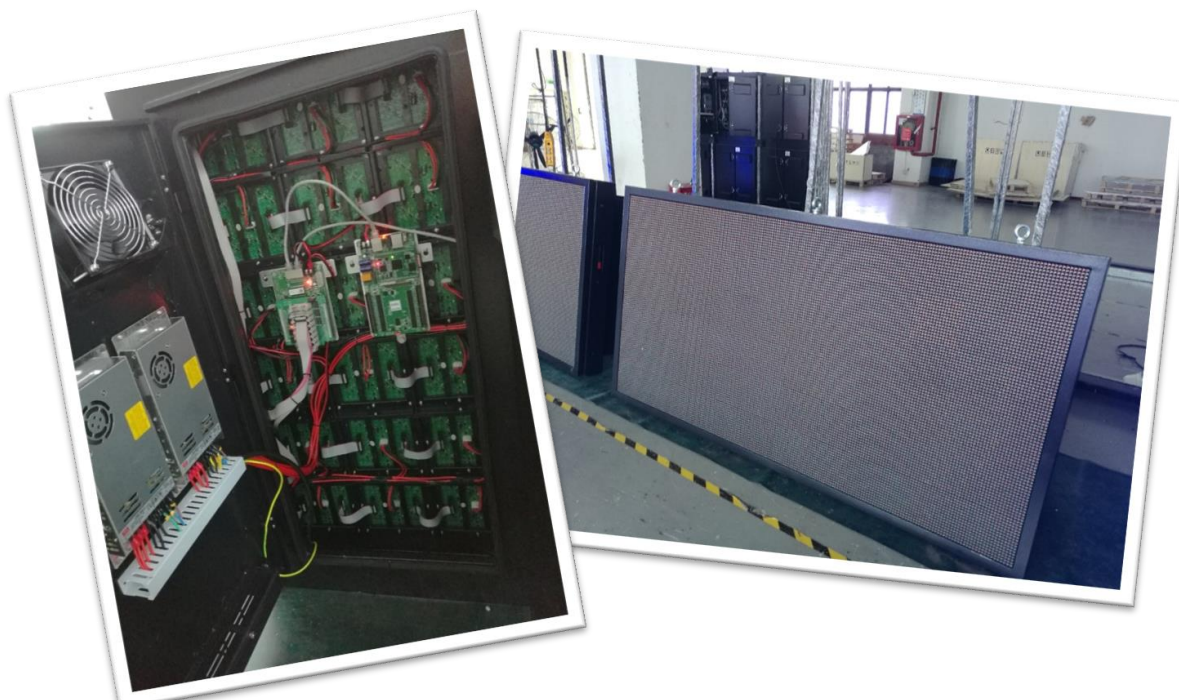
Before any excavation can begin an assessment of existing underground services needs to be made by a service locating contractor. This identifies any power, communications, gas, sewerage or water services which might be in the way and complicate the dig. Any large expanses of concrete are professionally cut.

Once the excavation of the trench is complete the cables are run in conduit. The trench is covered and any excess fill is put into a skip bin for removal.

The sign posts are predrilled to allow entry for both power and data while also maintaining electrical separation between the two to prevent interference. The electrical cable is terminated to the sign via a keyed isolation switch on the rear of one pole while the data goes directly to the sign.

Prior to installation the footings for the sign poles are excavated. The final fixing and commissioning occur when the sign arrives. The sign is bolted together and lifted into position using a small crane or other appropriate lift device. It is then braced into position; the power and data are connected and concrete is poured into the footings. The sign is then powered up and tested.

This completes the basic installation. The sign is then configured on your network and is ready for operation.





**TERMS & CONDITIONS**

See our website [www.milestone.com.au](http://www.milestone.com.au) for full terms and conditions of sale.

**MILESTONE LED SIGN SOLUTIONS**

Milestone is a leader in LED, Digital signage and kiosks.

Through a team of motivated, qualified and experienced personnel, Milestone LED Sign Solutions offers a complete end-to-end service. This includes pre-sales, project management, implementation and ongoing support to ensure each installation is a complete success.

With over 20 years' experience Milestone has assisted many businesses in the areas of LED and audio-visual selection, purchase, installation, support and administration.

We pride ourselves on our service, expertise and commitment to our clients. We service many diverse companies and industries, ranging from small businesses, to multi-nationals, as well as government, tertiary and private colleges.

With these credentials Milestone is uniquely positioned to fulfil any requirement for a LED, Digital Signage or Kiosk system. Milestone has the products, people, and vision to ensure a successfully planned, executed and well-maintained solution.

**Contact**  
 All proposal queries can be addressed to:  
 Lawrence Buccioli  
 Milestone LED Sign Solutions

Brisbane: 140 Creek St Brisbane QLD 4000	Sydney: Level 14, 275 Alfred St North Sydney NSW 2060	Melbourne: Level 9, 440 Collins Street, Melbourne VIC 3000
--	---	--

☎ 1300 739 904  
 📞 0418 479 579  
 ✉ [sales@milestone.com.au](mailto:sales@milestone.com.au)



# The Milestone LED Sign Solutions Difference

## Contents

- Advantages
- Uses
- Features



Milestone LED Sign Solutions have a large range of Outdoor All-Weather LED Signs to suit your specific needs and requirements.

These signs are purpose built for Australian conditions, and complement our range of traditional projection and LCD digital signage systems.

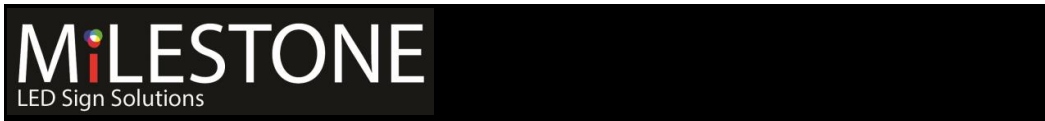
### ADVANTAGES OF OUTDOOR ALL-WEATHER LED SIGNS

Outdoor All-Weather LED Signs offer many advantages over the traditional static illuminated letter kit signs.

- No more having to go to the sign to change the message – LED signs are changed instantaneously from the comfort of your desk or anywhere in the world with internet access and a web browser
- Reduce OH&S and Insurance risk – no standing on ladders on uneven ground or working in the rain
- No losing letters – LED signs are electronic, just type and send
- No changing light tubes – LED signs are rated for upwards of 10 years continual use
- No more being restricted to “one page” – LED signs can display many messages either scrolling or page- by- page
- Low energy consumption – Up to 80% less energy consumption than most conventional lighting products
- Durable – LED lights have a very low maintenance record and are hard to break or smash
- Economic – being energy efficient with no wasted light or heat, LED Signs are one of the most economical signage solutions today
- High Visibility







USES OF OUTDOOR ALL-WEATHER LED SIGNS

Milestone’s Outdoor All-Weather LED Signs allow you to improve communications with the community, increase staff recognition, motivate passers-by, advertise achievements, projects and fundraising events.

Uses include:

- Inform staff and the community of up-coming events
- Announce Councils achievements
- Welcome important visitors
- Countdown/up timers to an opening or big event
- Safety messages
- Display community service announcements
- Generate revenue from advertising
- Display date, time and temperature





FEATURES OF A MILESTONE OUTDOOR ALL-WEATHER LED SIGN

Outdoor All-Weather LED Signs are available in various sizes and pitch resolutions. All our signs are full colour and capable of playing video quality images.

General Features

- Ultra-bright LED's
- Sun shades over each pixel
- Front service or rear service access as required
- Robust weatherproof enclosure
- Programmable or auto dimming
- Programmable on/off
- Time Clock

Control

- Messages can be changed instantly from the comfort of your desk or anywhere in the world with an internet connection and browser.

Cabinet

- Fabricated aluminium enclosure that won't rust
- Waterproof IP 66/65 rated
- Maintenance access via front or rear (as required)
- Powder coated finish
- Internal and external fixings all made of stainless steel

User-friendly PC or Cloud Software

- Many different entry and exit effects
- Variable character heights
- Graphics and video playback
- Real-time time display
- Programmable brightness control
- Built in scheduling
- Event countdown
- Programmable on/off



## 9 COUNCILLORS' REPORTS

### Cr Egan

Cr Egan asked if the emergency siren to notify the residents of Bingara about any emergency was ever installed.

The meeting was advised that the issue was certainly discussed in the past but not actioned.

Cr Egan also requested an update regarding the proposed skate park in Bingara.

The meeting was advised that the proposed park is about to go to tender.

### Cr Galvin

Cr Galvin advised the meeting that the Bingara Sporting Club will be seeking grant funding for the upgrade of lighting and fencing at the tennis courts.

Cr Galvin also commended Mr Ben Perry on the assistance he provided to the recent Bingara Jockey Club Ball.

### Cr D Coulton

Cr D Coulton advised the meeting of his recent discussions at the Warialda Historical Society, which included the groups desire to see a rotunda located at the Pioneer Cemetery and more relevant historical signage as you enter Warialda.

### Cr Smith

Cr Smith requested that the height of the Kerb and Guttering outside the Warialda Medical Centre be investigated and how the problem being experienced by aged residents may be addressed.

### Cr Dixon OAM

Cr Dixon requested an update on the expansion of the Bingara sewerage area to the northern part of Bingara.

The meeting was advised that the tender documentation is being prepared at the moment.

## 10 CLOSURE

The meeting closed at 1.03 pm.