



Date: Friday, 15 December 2023

Time: 10:00 AM

Location: Brewarrina Shire Council Chambers

57 Bathurst Street

Brewarrina NSW 2839

AGENDA

Ordinary Council Meeting

15 December 2023

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NOTICE OF ORDINARY MEETING

NOTICE is hereby given that an ORDINARY MEETING of the Council of Brewarrina will be held on **Friday 15th December 2023** at the **Brewarrina Shire Council Chambers, 57 Bathurst Street, Brewarrina NSW 2839 commencing** at 10:00 AM for the transaction of the following business.

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The Council of the
SHIRE OF BREWARRINA



All the communications to be addressed to the General Manager

SHIRE OFFICE
57 Bathurst Street
BREWARRINA NSW 2839 PO Box 125
BREWARRINA NSW Telephone: (02) 6830 5100
Fax:(02) 6839 2100
Email: breshire@brewarrina.nsw.gov.au

DISCLOSURE OF INTEREST AT ORDINARY COUNCIL MEETING

Meeting Date:

Item Number:

Subject:

.....
.....

I,.....declare the following interest:

Pecuniary:

Must leave Chamber; take no part in the discussion and voting.

Non-Pecuniary – Significant Conflict:

Recommended that affected person leaves Chamber, takes no part in discussion and voting.

Non-Pecuniary – Insignificant Conflict:

Affected person may choose to remain in Chamber and participate in discussion and voting.

For the reason that:

.....
.....

Signed: Date:

(Definitions are provided on the next page)

Definitions

(Local Government Act and Code of Conduct)

Pecuniary - An interest that a person has in a matter because of a reasonable likelihood or expectation or appreciable financial gain or loss to the person or another person with whom the person is associated.

(Local Government Act, 1993 Sections 442 and 443).

A Councillor or other member of a Council Committee who is present at a meeting and has a pecuniary interest in any matter which is being considered must disclose the nature of that interest to the meeting as soon as practicable.

The Councillor or other member must not take part in the consideration or discussion on the matter and must not vote on any question relating to that matter.

(Section 451)

Non-Pecuniary - A private or personal interest the council official has that does not amount to a pecuniary interest as defined in the Act (for example; a friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature).

If you have declared a non-pecuniary conflict of interest you have a broad range of options for managing the conflict. The option you choose will depend on an assessment of the circumstances of the matter, the nature of your interest and the significance of the issue being dealt with. You must deal with a non-pecuniary conflict of interest in at least one of these ways.

- It may be appropriate that no action is taken where the potential for conflict is minimal. However, Council officials should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (for example, participate in discussion but not in decision making or vice-versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (for example, relinquishing or divesting the personal interest that creates the conflict or reallocating the conflicting duties to another officer).
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in Section 451(2) of the Act apply (particularly if you have a significant non-pecuniary conflict of interest).

- 1 OPENING PRAYER & ACKNOWLEDGEMENT OF COUNTRY**
- 2 APOLOGIES/LEAVE OF ABSENCE**
- 3 DECLARATION OF INTEREST**
- 4 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 24 November 2023



Date: Friday, 24 November 2023

Time: 10:00 am

**Location: Brewarrina Shire Council
57 Bathurst Street
Brewarrina NSW 2839**

MINUTES

Ordinary Council Meeting

24 November 2023

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MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF
 BREWARRINA HELD AT THE BREWARRINA SHIRE COUNCIL CHAMBERS ON
 FRIDAY 24th NOVEMBER 2023

Meeting commenced at 10.00am

1: PRESENT:

Councillors	Vivian SLACK-SMITH Isaac GORDON Trish FRAIL Mark BROWN Noel SHERIDAN Tommy STANTON Angelo PIPPOS Douglas GORDON
General Manager	David KIRBY
Executive Assistant	Arianne TAN

2: APOLOGIES

145/23 RESOLVED on MOTION by Councillor PIPPOS; Seconded by Councillor D GORDON; That Council grant the leave of absences for Councillor JEFFRIES for Friday 24th November 2023 Ordinary Business Meeting.

The MOTION upon being PUT to the MEETING was declared CARRIED.

3. DECLARATION OF PECUNIARY OR NON-PECUNIARY CONFLICT OF INTEREST:

- NIL

4: CONFIRMATION OF MINUTES:

Confirmation of the Minutes of the Ordinary Meeting of Friday 23rd June 2023

146/23 RESOLVED on MOTION by Councillor D GORDON; Seconded by Councillor BROWN; that the Minutes of the Ordinary Meeting of Friday 27th October 2023 covered by resolutions 130/23 to 144/23 action request be adopted.

The MOTION upon being PUT to the MEETING was declared CARRIED.

5: MAYORAL MINUTE:

GENERAL MANAGER ANNUAL PERFORMANCE REVIEW

PURPOSE:

The purpose of this Mayoral Minute is to advise Council of the outcomes of the General Manager's Annual Performance Review.

.....
 GENERAL MANAGER

.....
 MAYOR

**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF
BREWARRINA HELD AT THE BREWARRINA SHIRE COUNCIL CHAMBERS ON
FRIDAY 24th NOVEMBER 2023**

RECOMMENDATION:

1. That Council rescind Part 3 of motion from the Mayoral Minute on the 23rd October 2023 "following the 2022/2023 Annual Performance Review of Councils General Manager, Mr David Kirby, and the better than satisfactory performance result, the General Manager's existing Total Remuneration Package be increased by way of a 10% discretionary increase to \$264,000 effective 1st August 2023."
2. That Council resolve to accept the adjusted motion to - following the 2022/2023 Annual Performance Review of Councils General Manager, Mr David Kirby, and the better than satisfactory performance result, the General Manager's existing Total Remuneration Package be increased by way of a 10% discretionary increase effective 1st August 2023.

147/23

RESOLVED on MOTION by Councillor STANTON, Seconded by Councillor D GORDON;**That;**

1. Council rescind Part 3 of motion from the Mayoral Minute on the 23 rd October 2023 "following the 2022/2023 Annual Performance Review of Councils General Manager, Mr David Kirby, and the better than satisfactory performance result, the General Manager's existing Total Remuneration Package be increased by way of a 10% discretionary increase to \$264,000 effective 1st August 2023."
2. That Council resolve to accept the adjusted motion to - following the 2022/2023 Annual Performance Review of Councils General Manager, Mr David Kirby, and the better than satisfactory performance result, the General Manager's existing Total Remuneration Package be increased by way of a 10% discretionary increase effective 1st August 2023.

6: REPORTS OF COMMITTEES

- NIL

7: REPORTS FOR ACTION TO COUNCIL:**ITEM 1: DROUGHT PLAN DEVELOPMENT****PURPOSE:**

148/23

The purpose of this report is to advise Council of the funding received under the Regional Emergency Road Repair Fund (RERRF).

RECOMMENDATION:**That Council;**

1. Accept this report as information
2. Nominate two representatives to participate in the RDRP process on behalf of Council
3. Nominated a Council staff contact as a local information conduit to work with the FNWJOC Drought Project Officer
4. Council to supply local plans relevant to Brewarrina Shire Council to the Drought Project Officer for review
5. Council to undertake local media promotion of the RDRP process to promote the launch of the consultation process in January 2024
6. Council to adopt the RDRP Project Plan for (RDRP 004 or RDRP 016) for implementation by the FNWJO as attached.

.....
GENERAL MANAGER

Page 2

.....
MAYOR

**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF
BREWARRINA HELD AT THE BREWARRINA SHIRE COUNCIL CHAMBERS ON
FRIDAY 24th NOVEMBER 2023**

RESOLVED on MOTION by Councillor PIPPOS, Seconded by Councillor STANTON; That Council;

1. Accept this report as information
2. Nominated Mayor Slack-Smith and Councillor Sheridan as representatives to participate in the RDRP process on behalf of Council
3. Nominated General Manager David Kirby as a local information conduit to work with the FNWJOC Drought Project Officer
4. Council to supply local plans relevant to Brewarrina Shire Council to the Drought Project Officer for review
5. Council to undertake local media promotion of the RDRP process to promote the launch of the consultation process in January 2024
6. Council to adopt the RDRP Project Plan for (RDRP 004 or RDRP 016) for implementation by the FNWJO as attached.

The MOTION upon being PUT to the MEETING was declared CARRIED.

ITEM 2: BANK RECONCILIATION & INVESTMENTS

PURPOSE:

The purpose of this report is to present the reconciliation of Council's cashbook and bank statement as at 31 st Oct 2023. The presentation of this information is not a requirement of any Act, however it has been provided historically for the information of Councillors.

RECOMMENDATION:

That Council;

149/23

1. The bank reconciliation report is received as information.
2. The Certification of the Responsible Accounting Officer for compliance with the Investment Policy and the Ministerial Investment Order dated 28 April 2017 be received and noted.

RESOLVED on MOTION by Councillor FRAIL, Seconded by Councillor SHERIDAN; That;

1. The bank reconciliation report is received as information.
2. The Certification of the Responsible Accounting Officer for compliance with the Investment Policy and the Ministerial Investment Order dated 28 April 2017 be received and noted.

The MOTION on being PUT to the MEETING was declared CARRIED.

ITEM 3: QUARTERLY BUDGET REVIEW STATEMENT 1st QUARTER 2023/2024

150/23

PURPOSE:

The Purpose of this report is to submit to Council a report detailing the variances to the budget for the 2023/2024 financial year as presented in the Quarterly Budget Review Statement for the quarter ended 30 September 2023.

RECOMMENDATION:

That Council;

1. The Quarterly Budget Review Statement for the quarter ended 30 September 2023 be received and accepted and authorisation be given for the adjustments indicated therein.

RESOLVED on MOTION by Councillor FRAIL, Seconded by Councillor STANTON;

.....
GENERAL MANAGER

Page 3

.....
MAYOR

**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF
BREWARRINA HELD AT THE BREWARRINA SHIRE COUNCIL CHAMBERS ON
FRIDAY 24th NOVEMBER 2023**

That;

1. The Quarterly Budget Review Statement for the quarter ended 30 September 2023 be received and accepted and authorisation be given for the adjustments indicated therein.

The MOTION on being PUT to the MEETING was declared CARRIED.

ITEM 4: BAD DEBT WRITE OFF POLICY

151/23 PURPOSE:

- to establish a transparent bad debt write off processes in according to Section 131 and Section 213 of Local Government (General) Regulation 2021
- to delegate the General Manager and Finance & Administration Manager to write off minor bad debts in pursuant of Section 355 of the Local Government Act 1993.

RECOMMENDATION:

- To adopt the policy and
- To delegate the General Manager to write off bad debt above \$50 but less than \$500
- To delegate the Finance and Administration Manager to write off bad debt less \$50

RESOLVED on MOTION by Councillor BROWN, Seconded by Councillor D GORDON;

- To adopt the policy and
- To delegate the General Manager to write off bad debt above \$50 but less than \$500
- To delegate the Finance and Administration Manager to write off bad debt less \$50

The MOTION on being PUT to the MEETING was declared CARRIED.

ITEM 5: 2022-2023 DRAFT ANNUAL REPORT

152/23 PURPOSE:

The purpose of this report is to present Councillors with the Annual Report 2022-2023, for review and adoption by Council.

RECOMMENDATION:

That;

The Annual Report for the year ending 30th June 2023 be received and adopted by Council.

RESOLVED on MOTION by Councillor PIPPOS, Seconded by Councillor STANTON;

That;

The Annual Report for the year ending 30th June 2023 be received and adopted by Council.

The MOTION on being PUT to the MEETING was declared CARRIED.

ITEM 6: Pre-Event Recovery Plan

153/23 PURPOSE:

The purpose of this report is to advise Council of the Pre-Event Recovery Plan crafted to guide our community in anticipating and planning for disasters. It allocates responsibilities and tasks to relevant stakeholders, ensuring preparedness regardless of the disaster's scale.

**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF
BREWARRINA HELD AT THE BREWARRINA SHIRE COUNCIL CHAMBERS ON
FRIDAY 24th NOVEMBER 2023**

RECOMMENDATION:**That Council;**

- Reviews and endorses the updated Pre-Event Recovery Plan.
- This endorsement will enable the Brewarrina LEMC to proceed with the implementation phase, ensuring that our community is well-prepared for potential disasters.

RESOLVED on MOTION by Councillor FRAIL, Seconded by Councillor I GORDON;**That Council;**

- Reviews and endorses the updated Pre-Event Recovery Plan.
- This endorsement will enable the Brewarrina LEMC to proceed with the implementation phase, ensuring that our community is well-prepared for potential disasters.

The MOTION on being PUT to the MEETING was declared CARRIED.

8: REPORTS FOR INFORMATION:

PURPOSE:

The purpose of this report is for Councillors to receive the Status Report, Councils Information Reports as well as the items for Correspondence.

154/23

RECOMMENDATION:

That the Status Report, Information Reports, which are listed from a-g, and the Items for Correspondence be received as information.

- **Status Report**
- **Information Report**
 - a. General Manager / Mayor
 - b. Transport
 - c. Utilities
 - d. Economic Development
 - e. Human Resources
 - f. FAM
 - g. Correspondence

RESOLVED on MOTION by Councillor I GORDON, Seconded by Councillor FRAIL;

That the Status Report, Information Reports, which are listed from a-g, and the Items for Correspondence be received as information.

The MOTION on being PUT to the MEETING was declared CARRIED.

9: NOTICE OF MOTION:

- NIL

10: CLOSED SESSION:

155/23

RESOLVED on MOTION by Councillor I GORDON, Seconded by Councillor BROWN; that Council move to close the Meeting to the public as per section of the Local Government Act 1993:

Section 10B (2) (a) of the Local Government Act 1993, the discussion of personnel matters concerning particular individuals (other than Councillors)

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF
BREWARRINA HELD AT THE BREWARRINA SHIRE COUNCIL CHAMBERS ON
FRIDAY 24th NOVEMBER 2023

RESOLVED on MOTION by Councillor D GORDON, Seconded by Councillor STANTON:

That Council move into open session,

Council resumed open session at 1:00 pm

11: OPEN SESSION:

The General Manager reported to the OPEN session of the Council meeting that the following resolutions were moved in CLOSED session:

Sale of Land – Aboriginal Housing Office (Goodooga)

That Council authorise the General Manager to advertise expression of Interest for other vacant residential land in Goodooga and to execute the sale of any such land in conjunction with fair market value.

**Exercise of Option Notice – Licence Agreement
with BAI Communications Pty Ltd**

Acknowledge the receipt of this notice, review the proposed documentation from BAI and authorise General Manager to prepare for the subsequent steps to finalise the extension of the license.

Confidential Letter – Brewarrina Shire Council

1. That Council resolve to advise the complainant that all such matters have been tendered to and that Council consider the matter closed.
2. That Submission for Development Application PAN-381100-BRE DA05-2023 QUARRY NEAR AIRPORT be tabled for consideration at the December 2023 Ordinary meeting of Council with all other submissions following closing submission date.

Meeting concluded at 1:02PM

5 MAYORAL MINUTE

Nil

6 REPORTS OF COMMITTEES

Nil

7 REPORTS TO COUNCIL FOR ACTION**7.1 MONTHLY FINANCIAL REPORT****DOC REF:****REPORT BY:** Rizwan Mushtaq, Assistant Accountant**AUTHORISER:** Angus Chan, Finance Manager**DATE:** 6th December 2023**IP&R REFERENCE:**

Objective 5.2.2 Timely and accurate reporting for efficient management and accountability

RECOMMENDATION

That:

1. The bank reconciliation report is received as information.
2. The Certification of the Responsible Accounting Officer for compliance with the Investment Policy and the Ministerial Investment Order dated 28 April 2017 be received and noted.

CONTENT**1. BANK RECONCILIATION****PURPOSE:**

The purpose of this report is to present the reconciliation of Council's cashbook and bank statement as at 30th Nov 2023. The presentation of this information is not a requirement of any Act, however it has been provided historically for the information of Councillors.

Bank Reconciliation for 30th Nov 2023	
Cash book	
Opening Cashbook balance	45,249.65
Add: Receipts	8,710,084.41
Add: Recalled investments	1,523,000.00
Less: Payments	6,017,337.98
Less: Investments	3,500,000.00
Current Cashbook Balance	760,996.08
Council Operating Account	
Opening Statement Balance	43,113.41
Add: Receipts	8,711,237.79
Add: Recalled investment	1,523,000.00

Less: Payments	6,016,355.18
Less: Investments	3,500,000.00
Current Statement Balance	760,996.02
Add: Unpresented Receipts	.06
Less: Unpresented Payments	-
Reconciliation Balance	760,996.08
Difference	-

2. INVESTMENTS

PURPOSE

In accordance with Clause 212 of the Local Government (General) Regulation 2005, the responsible accounting officer must provide the Council with a written report (setting out details of all money that the council has invested under Section 625 of the Act) to be presented to the ordinary meeting each month.

Ref	Institution	Amount	Term & Rate	Maturity Date
71	NAB	1,500,000.00	83 days @ 4.80%	13/12/2023
72	NAB	1,000,000.00	51 days @ 4.56%	10/01/2024
73	NAB	1,000,000.00	72 days @ 4.80%	31/01/2024
74	NAB	1,000,000.00	79 days @ 4.88%	07/02/2024
81	NAB	3,000,000.00	92 days @ 4.90%	25/01/2024
82	NAB	1,500,000.00	70 days @ 4.75%	17/01/2024
90	NAB	1,000,000.00	90 days @ 4.95%	28/02/2024
91	NAB	1,500,000.00	91 days @ 5.14%	21/02/2024
108	CBA	2,000,000.00	183 days @ 5.31%	21/02/2024
113	CBA	1,500,000.00	63 days @ 4.38%	13/12/2023
114	CBA	1,500,000.00	49 days @ 4.86%	20/12/2023
115	CBA	1,000,000.00	70 days @ 4.51%	06/12/2023
116	CBA	3,500,000.00	181 days @ 5.19%	29/05/2024
At Call	CBA	-	at call - variable	
BOS at call	CBA	378,272.99	at call - variable	
Total		\$21,378,272.99		

Certification – Responsible Accounting Officer

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

Angus Chan

Responsible Accounting Officer

GOVERNANCE IMPLICATIONS:

Compliance with Local Government (General) Regulation 2005- Clause 212:

The responsible accounting officer of a council must provide the council with a written report (setting out details of all money that the council has invested under section 625 of the Act) to be presented;

- *If only one ordinary meeting of the council is held in a month, at a meeting , or*
- *If more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines.*

ATTACHMENTS

Nil

7.2 NOMINATION OF NEW MEMBERS FOR NORTHERN REGIONAL PLANNING PANEL**DOC REF:****REPORT BY:** David Kirby, General Manager**AUTHORISER:** David Kirby, General Manager**DATE:** 5th December 2023**IP&R REFERENCE:**

Objective 1.4.4 Help ensure safe and sustainable development

PURPOSE

The purpose of this report is to nominate new members in compliance with the Planning Panels Operational Procedures, which require two council members, with at least one member having expertise in areas such as planning, architecture, heritage, the environment, urban design, land economics, traffic and transport, law, engineering, or tourism.

RECOMMENDATION

That Council,

1. Propose and approve the nomination of two members, including at least one expert member, for the Northern Regional Planning Panel.
2. Approve the Executive Assistant (EA) to submit the 'Council Nominated Members Form' to the Planning Panels Secretariat following the nominations.

EXECUTIVE SUMMARY

This report is prepared in response to the request from Taylah Fenning, Project Officer at the Planning Panels Secretariat, regarding the appointment of council nominated members for the Northern Regional Planning Panel. The terms of our current nominees have expired:

Jeff Sowiak – Permanent Member

Vivian Slack-Smith – Permanent Member

Phillip O'Connor – Alternate Member

CONTENT

The Northern Regional Planning Panel plays a critical role in the planning process, requiring informed and skilled representation from our council. The current members have served their terms, necessitating new nominations.

Nominees should have:

- Expertise in relevant areas as stated by the Planning Panels Operational Procedures.
- Proven experience in their field.
- Availability and commitment to fulfill the responsibilities of the role.

The council is requested to discuss the proposed nominees, considering their expertise and qualifications, and to agree on the final nominations.

Following council approval, the nominations will be formalized and communicated to Taylah Fenning. The Council will also ensure that the nominees are briefed and prepared to undertake their roles effectively.

GOVERNANCE IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

CONCLUSION

The nomination of skilled and experienced members to the Northern Regional Planning Panel is vital for representing the interests of the Brewarrina Shire Council effectively in regional planning matters.

ATTACHMENTS

Nil

7.3 PROPOSED CHRISTMAS CLOSURE OF COUNCIL OPERATIONS**DOC REF:****REPORT BY:** David Kirby, General Manager**AUTHORISER:****DATE:** 6th December 2023**IP&R REFERENCE:**

Objective 5.2.1 Quality customer service focus by Council staff

PURPOSE

The purpose of this report is to propose and discuss the upcoming Christmas closure period for council operations, ensuring community awareness and operational continuity.

RECOMMENDATION

It is recommended that the council approves the Christmas closure period as proposed in this report.

CONTENT

- **Closure Dates:** The proposed closure of council offices and non-essential operations is from December 22nd at 12 PM 2023 to January 2nd at 9 AM 2024.
- **Garbage Collection:** Garbage collection services will continue as scheduled throughout the closure period.
- **Staff Arrangements:** Staff required for essential services will follow a pre-determined roster. Other staff members will be on leave during the closure period.
- **Public Notification:** Plans to inform the public about the closure dates and continuous garbage collection services through various communication channels.

GOVERNANCE IMPLICATIONS

Nil

CONCLUSION

The proposed Christmas closure period is designed to balance the needs of the community with the well-being of our staff. Approval of this closure will enable efficient management of resources and clear communication with the public during the holiday season.

ATTACHMENTS

Nil

7.4 LOCAL GOVERNMENT REMUNERATION TRIBUNAL**DOC REF:****REPORT BY:** David Kirby, General Manager**AUTHORISER:****DATE:** 6th December 2023**IP&R REFERENCE:**

Objective 5.1: A community that partners with Council in decision making

PURPOSE

To provide Council with an update of the recent Local Government Remuneration Tribunals Annual Determination.

RECOMMENDATION

That Council receive the Local Government Remuneration Tribunal review report as information and not to provide any submissions.

EXECUTIVE SUMMARY

The NSW Local Government Remuneration Tribunal plays a crucial role in setting remuneration levels for local government officials, affecting councils across the state. This report aims to provide a comprehensive overview of the changes and their implications for Brewarrina Shire Council.

Background

The NSW Local Government Remuneration Tribunal is responsible for determining the remuneration of mayors and councillors in local government areas. The Tribunal considers various factors, including the size and responsibilities of councils, in making its annual determination.

Changes to the Annual Determination

The Tribunal recently made adjustments to its annual determination, taking into account economic factors, cost of living, and the responsibilities associated with local government roles. The changes are aimed at ensuring fair and reasonable remuneration for local government officials while considering the financial constraints faced by councils.

Impact on Brewarrina Shire Council

The specific impact on Brewarrina Shire Council will be minimal as it depends on the size, demographics, and responsibilities of the council. The changes will not have any impact on the adjustments to the remuneration of the mayor and councillors including the council's budget and financial planning.

Brewarrina Shire Council will remain classified as Small Rural Council with a population of less than 10,000 population.

GOVERNANCE IMPLICATIONS

Brewarrina Shire Council will remain classified as small rural Council under the tribunals annual determination.

FINANCIAL IMPLICATIONS

Nil

CONCLUSION

That Council receive this report as information and note the changes to the annual determination of the tribunal.

ATTACHMENTS

- 1. Local Government Remuneration Tribunal - Attachment**

**Local Government
Remuneration Tribunal**

Annual Determination

Report and determination under sections
239 and 241 of the Local Government Act
1993

27 April 2023



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Executive Summary

The *Local Government Act 1993* (the LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years.

In accordance with the LG Act the Tribunal undertook a review of the categories and allocation of councils into each category as part of this review.

Accordingly, the revised categories of general purposes councils are determined as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural

Fees

The Tribunal determined a 3 per cent per annum increase in the minimum and maximum fees applicable to each category.

For the new categories, the Tribunal has determined fees having regard to the relevant factors and relativities of remuneration ranges for existing categories.

Twenty six (26) councils are recategorised into a higher existing category or placed in a new category.

Section 1 – Introduction

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2020.
2. Section 241 of the LG Act provides that the Tribunal determine the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under section 239.
3. Section 242A(1) of the LG Act requires the Tribunal to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission.
4. The Tribunal can also determine that a council can be placed in another existing or new category with a higher range of fees without breaching the Government's Wages Policy as per section 242A (3) of the LG Act.
5. Natural disasters have a significant impact on the way mayors in particular work. There is an increase on time demands from the community, and media during these events as well as an increase in workloads. Whilst it is worth noting these issues, it is not within the Tribunal's authority to determine additional remuneration in recognition of the increasing demands on a mayor's time for these events.
6. The Tribunal's determination takes effect from 1 July each year.

Section 2 – 2022 Determination

7. In 2022, the Tribunal received eight (8) submissions, which included five (5) requests for recategorisation. Three of these requests sought the creation of new categories.
8. The Tribunal found that the current categories and allocation of councils to these categories remained appropriate but noted that some councils may have a case for recategorisation at the next major review of categories in 2023.
9. The Tribunal determined that fees would increase 2 per cent in the minimum and maximum fees applicable to each category from 1 July 2022.

Section 3 – 2023 Review

2023 Process

10. The Tribunal's annual review commenced in October when it wrote to all councils inviting submissions regarding fees, categorisation and any other general matters. The invitation noted that it is expected that submissions are endorsed by the respective council.
11. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.
12. The Tribunal received 18 written submissions, of which 15 were from individual councils, 1 submission from LGNSW, 1 from Australian National University academic, Associate Professor Tanya Jakimow, and 1 from the United Services Union (USU).
13. The Tribunal notes that 12 of the 15 council submissions were endorsed by the representative councils.
14. The Tribunal acknowledges and thanks all parties for their submissions.
15. Noting its comments in its reports of 2021 and 2022, the Tribunal met Central NSW Joint Organisation member representatives in Orange, and Far South West Joint Organisation member representatives in Broken Hill. The Tribunal also gave an overview of its work to a meeting of the Country Mayors' Association in Newcastle. While in Broken Hill the Tribunal met with LGNSW representatives.
16. The Tribunal and Assessors met as required to discuss submissions, review category criteria and allocation of councils



Categories

17. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every three years. The Tribunal last reviewed the categories in 2020.

18. In determining categories, the Tribunal is required to have regard to the following matters that are prescribed in Section 240 of the LG Act:
 - *the size of areas;*
 - *the physical terrain of areas;*
 - *the population of areas and the distribution of the population;*
 - *the nature and volume of business dealt with by each council;*
 - *the nature and extent of the development of areas;*
 - *the diversity of communities served;*
 - *the regional, national and international significance of the council;*
 - *such matters as the Remuneration Tribunal considers relevant to the provision of efficient and effective local government; and*
 - *such other matters as may be prescribed by the regulations.*

19. The 2020 Determination established the following categories:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Large	Regional Strategic Area
Metropolitan Medium	Regional Centre



Metropolitan Small	Regional Rural
	Rural

- 20. For its 2023 review, the Tribunal undertook an extensive examination of the categories, criteria and allocation of councils into each of the categories.
- 21. The Tribunal examined statistical and demographical data, with population data sourced from Australian Bureau of Statistics (ABS) 2021 Census (the latest available data).
- 22. Having regard to section 239 of the LG Act, information examined and provided through submissions, the Tribunal has determined the categories of general purpose councils as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural

- 23. In reviewing the current model, the Tribunal sought to improve consistency of criteria.
- 24. In examining the criteria for each of the categories, the Tribunal is of the view that non-resident population criteria should also be included for consistency in the following categories:

- Major Strategic Area
 - Regional Strategic Area
 - Regional Centre
 - Regional Rural
25. Three (3) councils will be reclassified as a result of meeting criteria thresholds into an existing category.
26. The Tribunal has determined the creation of two (2) new categories, being Metropolitan Major and Rural Large.
27. In determining the 2 new categories the Tribunal gave significant consideration to section 239 of the LG Act, statistical data, the existing categories and relativities between each category.
28. It was determined that the existing Rural category did not differentiate between large and small rural councils, in population, size, and terrain. Evidence demonstrated that a number of Rural councils are large in geographic area, requiring great distances to be covered. The Tribunal also examined a range of data that it believes goes to the delivery of efficient and effective local government.
29. Hence a new category Rural Large is created. The determination is amended to reflect the new category and criteria that includes a population greater than ten thousand, and a councillor to resident ratio of 1 to 1200. The Tribunal notes there are a number of Rural councils on the cusp of this new category.
30. The revised category also shows more clearly the differences for large rural and remote councils. It is becoming apparent these councils require

different considerations regarding the role Mayors and Councillors in servicing the community across such large distances.

31. Evidence reviewed established the need to differentiate between some Large Metropolitan councils. Comparison data reviewed included population, operating revenue, and submission evidence relevant to section 239 of the LG Act. This examination further exposed the gap between Metropolitan Large and Major CBD categories, thus resulting in the Tribunal establishing a new category to bridge the gap.
32. The determination is amended to reflect a new category, Metropolitan Major, with a population criteria threshold of 400,000 (including non-resident).
33. Accordingly, the Tribunal has identified a number of councils that will be recategorised into these new categories.
34. Given the relativities in population threshold criteria, the Tribunal is of the view that the population criteria for Regional Strategic Area be adjusted from 200,00 down to 100,000.
35. As a result, three (3) councils will be reclassified as Regional Strategic.
36. Whilst the Tribunal did explore additional criteria points that may go to efficient and effective local government, within the bounds of statutory provisions no further changes to the criteria could be determined in this review.
37. The category County Councils remain unchanged, retaining the categories of Water and Other.

38. **Appendix 1 Criteria that apply to categories** has been amended to reflect changes outlined above.

Submissions Received – Categorisation

39. Nine (9) submissions received from councils requested recategorisation and five (5) of these requested the creation of new categories.
40. A summary of matters raised in submissions and the Tribunal's consideration of those matters is outlined below

Request for New Categories

41. Requests were received for the creation of new categories namely, Metropolitan Large Growth Area, Metropolitan Major, Metropolitan Medium Growth and Regional Growth.
42. Blacktown City Council again requested the creation of a new category, Metropolitan Large - Growth Area. Council stated its current categorisation in Metropolitan Large "*does not reflect the complexities of servicing their rapid rate of growth and economic influence*".
43. Blacktown City Council contends that a new category would allow a criteria to be set that reflects:
- Size
 - Rate of growth
 - Economic influence
 - Operational budget

- Complexities of remaining financially sustainable whilst maintaining services and providing new infrastructure
44. Penrith Council reiterated previous submissions, again requesting the creation of a new category, Metropolitan Large Growth Centre. Council argues they are unique compared to other similar sized councils, providing significant regional services to Greater Western Sydney.
45. Penrith Council contends its claim for creation and inclusion in a new category is enhanced through their leading role in the region demonstrating the exponential growth that will occur in the Penrith Local Government area. Council submits they are playing a leading role in several significant city-shaping projects and initiatives such as:
- Western Sydney Airport
 - Western Sydney Priority Growth Area
 - Penrith Health and Education Precinct
 - The Greater Sydney Commission District planning process
 - National Growth Areas Alliance
 - Sydney Science Park
 - Defence Industries Precinct and
 - South Creek Corridor
46. While the Tribunal understands that areas of Western Sydney are developing rapidly, not least with the new airport and associated infrastructure it is not persuaded to create a new category, Metropolitan Large - Growth Area/Centre. These councils are experiencing growth and will in the future have populations of residents and non-residents that meet the thresholds for recategorisation. It is not within the Tribunal's legislative

remit to anticipate growth. However as dealt with earlier in this determination, the Tribunal acknowledges the need for a new Metropolitan category to reflect increasing population and bridge gap between current categories, Metropolitan Large and Major CBD.

47. Canterbury Bankstown Council proposed the creation of a new category, Metropolitan Major, that would sit in between current category of Metropolitan Large and Major CBD.
48. Council based its argument for a new category on the following grounds:
 - Categories need to have consistent criteria
 - A new category of Metropolitan Major would capture increased population and workloads post amalgamation process
 - New criteria should be based on population size and councillor to resident ratio
 - Councils size, with a current population of 372,322 across five wards
 - Population and distribution of population
 - Councils' area and physical terrain
 - Diversity of communities served
 - Nature and volume of business dealt with by Council
49. Council proposed a new criteria could include population threshold and councillor to resident ratio, with thresholds being 350,000 and 1 to 24,000.
50. The Tribunal considered the suggested criteria of a councillor to resident ratio for all categories. Whilst the Tribunal has included this criteria for

Rural Large category, it has not included it for all categories. It may warrant further consideration for other categories in future reviews.

51. The Tribunal is persuaded to include a new category, Metropolitan Major, with a population criteria threshold of 400,000 in the determination.
52. Camden Council's submission requests the creation of a growth category for Metropolitan Medium councils. They argue the proposed new category would allow criteria to be established to better reflect their growth rate, economic influence and complexities involved in servicing growth.
53. Council proposes the new category be called Metropolitan Medium – Growth Area. Council submits that its inclusion into this new category is based on the following:
 - Population growth
 - Development corridors
 - Growing assets and major infrastructure
 - Major services and institutions
54. The Tribunal has already determined a new metropolitan category, taking into account population and relatives in population between existing categories. It is not persuaded to include another new metropolitan category.
55. Maitland City Council requested the creation of a new category, Regional Growth Area to bridge the gap between Regional Centre and Regional Strategic.
56. Council based its argument for a new category on the following grounds:

- Maitland is the fastest growing regional city in NSW
- significant role in accommodation growth
- Council being an emerging health centre, with the \$470 million investment in the new Maitland Hospital
- Significant role in delivery of state goals, including Greater Newcastle Metropolitan Plan 2036 and a state partner in infrastructure delivery including roads and facilities

57. Council also contends the current categorisation model for non-metropolitan is inadequate. It argues that the application of the population criteria is flawed as increments initially rise by 20,000 before leaping up by 160,000.

58. The current population criteria thresholds for non-metropolitan councils are outlined in the table below:

Category	Population Criteria
Rural	<20,000
Regional Rural	>20,000
Regional Centre	>40,000
Regional Strategic Area	>200,000
Major Strategic Area	>300,000

59. The Tribunal has considered the issues raised in Council's submission but is not persuaded for reasons noted earlier for anticipation of growth versus actual population, to create a new category, Regional Growth Area.

60. The Tribunal acknowledges the point made in Council's submission regarding incremental increases for non-metropolitan categories population criteria.
61. As outlined earlier the Tribunal has determined to change the population criteria for Regional Strategic from 200,000 to 100,000. This will result in Maitland Council being reclassified.


Requests for Recategorisation

62. The Tribunal received four (4) requests for recategorisation. Liverpool, Byron, Tweed and Burwood Councils put forward individual cases for recategorisation for the Tribunal's consideration.
63. A summary of council's requests and the Tribunal's findings are outlined in the paragraphs below.
64. Liverpool Council requested to be reclassified from their current classification of Metro Large to Major CBD category. Liverpool Council's case to be included in Major CBD category is based on the following grounds:
- Population forecast to grow by 59.23% in the next 20 years from 242,817 to 386,646
 - A GDP estimated at \$13.03 billion, with 91,000 jobs in the LGA
 - Significant development in the LGA that includes new council offices and chambers, new city library, childcare facility, and the \$106 million Liverpool Quarter development consisting of retail, commercial, food and beverage spaces

- Liverpool being an integral part of Western Sydney Deal to deliver transformative change
 - Liverpool being home to several significant infrastructure projects, including Western Sydney Airport, Western Sydney Infrastructure plan, Holsworthy Barracks and Liverpool Hospital upgrades
 - Diversity of population
65. The Tribunal notes that the current criteria for Major CBD remains unchanged. It includes being a major provider of business and government services, and secondary CBD to metropolitan Sydney.
66. Having regard to section 239 of the LG Act, the criteria, the submission put forward, and for reasons outlined earlier in regard to anticipated growth versus actual growth, the Tribunal is not persuaded to include Liverpool Council in Major CBD category.
67. Byron Shire Council requested to be reclassified from their current category of Regional Rural into Regional Centre.
68. Council noted, based on ABS 2021 census data, with a population of 36,077, it is on the cusp of reaching the population threshold of 40,000 residents.
69. Council believes they meet several other additional criteria that supports their case for reclassification. Council's request is based on the following grounds:
- Non-resident population of 4,817 travel from surrounding locations to work in the LGA

- A population growth increase of 7.2% over the last 5 years, which is above the state increase of 5.3%
- Proximity to Gold Coast and Ballina/Byron airports
- Byron being home to internationally renowned Hinterland region
- Byron being home to a large number of festivals and events

70. As outlined earlier in this determination, the criteria for Regional Centre has been amended to include non-resident population as a criteria point.
71. This result is Byron Shire Council will be reclassified to Regional Centre.
72. Tweed Shire Council once again requested reclassification from Regional Centre to Regional Strategic Area on the following grounds:
- Proximity to Sydney via Gold Coast airport
 - Proximity to Brisbane and Gold Coast
 - Tweed being a major city centre and population centre for Northern Rivers Joint Organisation
 - Tweed being the largest employer and strongest growth area in the Northern Rivers
 - The construction of new state of the art Tweed Valley Hospital due to open in late 2023
73. Tweed Shire Council will be reclassified as a result of changes to Regional Strategic Area criteria outlined earlier in this determination.
74. Burwood Council requested to be reclassified from their current classification of Metropolitan Small to Metropolitan Medium. Council acknowledged that they do not currently meet the population criteria to be




placed into the requested category. The criteria as outlined in the 2022 Determination, Appendix 1 of the criteria that apply to categories states


“Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.”

75. If Burwood Council’s non-resident working population was included, the total population would be 53,435 well short of exceeding the population threshold for Metropolitan Medium.
76. Further examination demonstrates that Burwood council does not meet the broader criteria for Metropolitan Medium. Accordingly, Burwood Council will remain in current classification of Metropolitan Small.
77. The matters raised generally in submissions of Berrigan, Cowra, Inner West, Kur-ring-gai, Singleton and Temora Councils are outside of the scope of the Tribunal statutory functions, but in the view of the Tribunal are worthy of further consideration. These matters relate to the current remuneration principles and structures that apply to mayors and councillors in NSW and the potential impacts of these constraints. These are discussed further below.

Section 4 – 2023 Fees

78. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required by section 242A of the LG Act, to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the *Industrial Relations Act 1996* (IR Act), when making or varying awards or orders relating to the conditions of employment of public sector employees.
79. Pursuant to section 146C (1) (a) of the IR Act, the current government policy on wages is expressed in the Industrial Relations (Public Sector Conditions of Employment) Regulation 2014 (IR Regulation). The IR Regulation provides that public sector wages cannot increase by more than 3 per cent per annum and the tribunal therefore has the discretion to determine an increase of up to 3 per cent per annum.
80. Four (4) submissions received addressed the issue of the fees quantum increase. These submissions sought an increase of 2.5% or greater.
81. The LGNSW submission requested that the Tribunal increase fees by the maximum 3 per cent, but further argued that the maximum increase is *“inadequate and does not address the historic undervaluation of work performed by elected representatives and the substantial responsibility associated with local government.”*
82. LGNSW used economic and wage data to support their argument, that included:
- Consumer Price Index (CPI)
 - National and State Wage cases
 - Market comparability

- 
83. LGNSW in their meeting with The Tribunal and Assessors, further emphasised that remuneration for Councillors and Mayors has been reduced in real terms due to impacts of inflation and capping of remuneration increases.
84. The Tribunal received a late submission from the USU, advocating for the maximum increase to be applied. The USU argued that all work carried out in local government needed to be fairly remunerated and reflect the rise in cost of living.
85. Whilst only five of the eighteen submissions received addressed the issue of quantum increase of fees, more than half of the submissions provided commentary on a range of remuneration issues.
86. Submissions suggested that the current remuneration structure is inadequate and requires further review. It has been suggested that the current remuneration structure does not adequately reflect:
- Role, responsibilities, and commitment required to perform functions successfully
 - Workloads
 - Complexity of role
 - Commitment and skills required
 - Fairness
87. Furthermore, it has been suggested that the low level of remuneration is a barrier to encouraging participation and diversity of candidates that reflects communities.

- 
88. Associate Professor Jakimow of the Australian National University provided a detailed submission outlining the negative impacts of inadequate remuneration. The substance of the submission is that current remuneration levels do not adequately reflect the hours and complexity of work. Furthermore, low remuneration is a barrier to participation and diversity.
89. Associate Professor Jakimow argues that:
- “inadequate pay has significant negative consequences: low quality local democracy, an unacceptable burden on councillors and their families, and poor councillor diversity.”*
90. A number of submissions provided comparison data to demonstrate that the current remuneration principles and structure are not reflective of time, skills and competencies required to effectively perform the roles of councillor and mayor.
91. Comparisons were made to State and Federal parliamentary members, councillors and mayors in the Queensland and Victorian local government jurisdictions, average remuneration of a chairperson of a board, not for profit organisations and national minimum wage. The basis of the argument is that NSW mayor and councillors are paid below these organisations.
92. One submission noted that legislative change would be required to change remuneration model.
93. The Tribunal acknowledges issues raised in submissions regarding remuneration principles, structure and potential impacts. Many of these issues are worth serious consideration, they are however not currently

within the Tribunal's remit. The Tribunal concludes these matters should be given further investigation and consideration.

94. The Tribunal has considered key economic indicators, including the Consumer Price Index and Wage Price Index, and has determined that the full 3 per cent increase will apply to the minimum and maximum fees applicable to existing categories.
95. As an initial determination, the ranges for new categories are not subject to the wages policy. Future increases in those categories, as is the case for existing categories, will be subject to wages policy in accordance with section 242A(4) of the LG Act.
96. The minimum and maximum fees for the new categories have been determined having regard to the relativities of existing categories

Time for Fresh Thinking

97. Submissions made to the 2023 review and the Tribunal's own conclusions from evidence it has examined, suggest that there are significant issues underlying the concerns raised about mayor and councillor remuneration. It is apparent to the Tribunal that those issues which include a lack of diversity in representation, changing nature of work required to be undertaken and changed community expectations cannot be easily resolved under the existing framework. In the Tribunal's view, there would be merit in a comprehensive review of the framework for mayor and councillor remuneration.
98. The criteria under which the Tribunal makes these determinations has

been in existence since 1994 and at that time NSW had 177 Councils. Much has changed over the past 30 years, but the criteria has not.

99. As noted earlier in this determination the Tribunal and Assessors met with two Joint Organisation member representatives. While much of what was discussed has been dealt with in this determination it is worthy for the record to restate the view of LGNSW of the *“need for major reform”*.
100. Key themes and issues raised during discussions by mayors, councillors and general managers with the Tribunal and Assessors include:
- Changes to ways of working including expectations of increased use of social media and online platforms (“always on” expectations from constituents)
 - Impacts of future development
 - Impact of changes to legislation and regulation on workload
 - Serving constituents in regional centres, country areas regional areas, rural and remote areas
 - Remuneration principles
 - Natural Disasters including floods, fires, mice, locusts and tragedies generally
 - Confusion in roles and responsibilities – need for compulsory and consistent training of candidates prior to election and induction of those elected

- Popularly elected mayors and two-year mayoral terms and the role of the Deputy Mayor when a mayor is absent, as distinct from temporarily unavailable
- Questioning whether the guidelines by the Office of Local Government for the payment of expenses and the provision of facilities for mayors and councillors that were issued in 2009 are still fit for purpose. There appears to be significant variation in the interpretation of the guidelines and subsequent council policies
- The optional payment of superannuation being used for political purposes
- Paid parental leave for councillors
- Is remuneration holding back quality candidates or are behavioural issues – both in and out of meeting environment
- Parity in the payment differential in existing categories between councillors and mayors
- A possible alignment in categories of councillor to resident and ratepayer ratios and rateable property ratios
- Clarity in the payment of fees for chairpersons and voting members of Joint Organisations for additional workloads

101. Diversity was a strong theme heard by the Tribunal, both diversity of communities served and diversity of representation. We heard that

younger people, women, Aboriginal and Torres Strait Islander people and members of culturally and linguistically diverse communities among others, are underrepresented in many councils.

102. The Tribunal acknowledges that it is not within its authority to address many of the issues that were raised in submissions.

103. The Tribunal is not suggesting a fundamental review of the role of councillors and notes that people enter local government representation from a sense of civic service rather than for remuneration.

Conclusion


104. The Tribunal is of the view that a broader consideration is required of the matters raised in this determination. If the Minister decided to refer these matters under section 238 (2) of the LG Act the Tribunal would be willing to assist noting that it would require considerable consultation with the sector and access to suitable resources from Government.

105. The Tribunal's determinations have been made with the assistance of the Assessors Ms Kylie Yates, Gail Connolly PSM (in her role as Acting Deputy Secretary) and Mr Brett Whitworth.

106. It is the requirement of the Tribunal that in the future all submissions have council endorsement.

107. Determination 1 outlines the allocation of councils into each of the categories as per section 239 of the LG Act.

108. Determination 2 outlines the maximum and minimum fees paid to



councillors and mayors and members and chairpersons of county councils
as per section 241 of the LG Act.

109. The Tribunal acknowledges and thanks the secretariat for their excellent
research and support in completing the 2023 determination.



Viv May PSM

Local Government Remuneration Tribunal

Dated 27 April 2023

Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2023

General Purpose Councils – Metropolitan

Principal CBD (1)

- Sydney

Major CBD (1)

- Parramatta

Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

Metropolitan Large (10)

- Bayside
- Cumberland
- Fairfield
- Inner West
- Liverpool
- Northern Beaches
- Penrith
- Ryde
- Sutherland
- The Hills

Metropolitan Medium (8)

- Campbelltown
- Camden
- Georges River
- Hornsby
- Ku-ring-gai
- North Sydney
- Randwick
- Willoughby

Metropolitan Small (8)

- Burwood
- Canada Bay
- Hunters Hill
- Lane Cove
- Mosman
- Strathfield
- Waverley
- Woollahra

General Purpose Councils - Non-Metropolitan

Major Regional City (2)

- Newcastle
- Wollongong

Major Strategic Area (1)

- Central Coast

Regional Centre (23)

- Albury
- Armidale
- Ballina
- Bathurst
- Blue Mountains
- Byron
- Cessnock
- Clarence Valley
- Coffs Harbour
- Dubbo
- Eurobodella
- Hawkesbury

Regional Strategic Area(4)

- Lake Macquarie
- Maitland
- Shoalhaven
- Tweed

- Lismore
- Mid-Coast
- Orange
- Port Macquarie-Hastings
- Port Stephens
- Queanbeyan-Palerang
- Shellharbour
- Tamworth
- Wagga Wagga
- Wingecarribee
- Wollondilly

Regional Rural (12)

- Bega
- Broken Hill
- Goulburn Mulwaree
- Griffith
- Kempsey
- Kiama
- Lithgow
- Mid-Western
- Nambucca
- Richmond Valleys
- Singleton
- Snowy Monaro

Rural Large (18)

- Bellingen
- Cabonne
- Cootamundra-Gundagai
- Cowra
- Federation
- Greater Hume
- Gunnedah
- Hilltops
- Inverell
- Leeton
- Moree Plains
- Murray River
- Muswellbrook
- Narrabri
- Parkes
- Snowy Valleys
- Upper Hunter
- Yass

Rural (38)

- Balranald
- Berrigan
- Bland
- Blayney
- Bogan
- Bourke
- Brewarrina
- Carrathool
- Central Darling
- Cobar
- Coolamon
- Coonamble
- Dungog
- Edward River
- Forbes
- Gilgandra

- Glen Innes Severn
- Gwydir
- Hay
- Junee
- Kyogle
- Lachlan
- Liverpool Plains
- Lockhart
- Murrumbidgee
- Narrandera
- Narromine
- Oberon
- Temora
- Tenterfield
- Upper Lachlan
- Uralla
- Walcha
- Walgett
- Warren
- Warrumbungle
- Weddin
- Wentworth

County Councils

Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

Other (6)

- Castlereagh-Macquarie
- Central Murray
- Hawkesbury River
- New England Tablelands
- Upper Hunter
- Upper Macquarie

Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2023

The annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2023 as per section 241 of the *Local Government Act 1993* are determined as follows:

Table 4: Fees for General Purpose and County Councils

General Purpose Councils – Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Principal CBD	29,610	43,440
Major CBD	19,760	36,590
Metropolitan Major	19,760	34,590
Metropolitan Large	19,760	32,590
Metropolitan Medium	14,810	27,650
Metropolitan Small	9,850	21,730

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2023

Category	Minimum	Maximum
Principal CBD	181,210	238,450
Major CBD	41,960	118,210
Metropolitan Major	41,960	106,960
Metropolitan Large	41,960	94,950
Metropolitan Medium	31,470	73,440
Metropolitan Small	20,980	47,390

General Purpose Councils - Non-Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Major Regional City	19,760	34,330
Major Strategic Area	19,760	34,330
Regional Strategic Area	19,760	32,590
Regional Centre	14,810	26,070
Regional Rural	9,850	21,730
Rural Large	9,850	17,680
Rural	9,850	13,030

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2023

Category	Minimum	Maximum
Major Regional City	41,960	106,960
Major Strategic Area	41,960	106,960
Regional Strategic Area	41,960	94,950
Regional Centre	30,820	64,390
Regional Rural	20,980	47,420
Rural Large	15,735	37,925
Rural	10,490	28,430



County Councils

Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Water	1,960	10,870
Other	1,960	6,490

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2023

Category	Minimum	Maximum
Water	4,200	17,850
Other	4,200	11,860

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2))

Viv May PSM

Local Government Remuneration Tribunal

Dated 27 April 2023

Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

Metropolitan Major

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development

- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.


Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.



Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

Rural Large

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

Rural

Councils categorised as Rural will typically have a residential population less than 10,000.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.

8 REPORTS FOR INFORMATION

8.1	GENERAL	MANAGER'S	DIARY
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DOC REF:**REPORT BY:** David Kirby, General Manager**AUTHORISER:****DATE:** 6th December 2023**IP&R REFERENCE:**

Objective 1.1.3 Provide leadership and coordination of service providers in the Brewarrina Shire

PURPOSETo update Council on all General Manager activities for the period of 15th November 2023 to the 6th December 2023**CONTENT**

DATE	ACTIVITY
20/11/2023	Crown Lands Meeting - WDR Closures - LRN Project - Brewarrina LGA
21/11/2023	Implementation Training – Info Council
22/11/2023	Brewarrina Shire Council - Monthly Meeting with DRNSW
22/11/2023	Program Funding Planning Meeting – Department Aboriginal Affairs, Regional NSW & National Indigenous Australians Agency
24/11/2023	Council Meeting Day
27/11/2023	Mark Kentish – Regional Procurement (upcoming tenders)
30/11/2023	Annual Performance Reviews – Finance Manager & Economic Development Manager
30/11/2023	Project Management Meeting (Grants) – Jenny Rand, Randall Meed and EDM
4/12/2023	Info Council Software Training - Report Writer Templates
4/12/2023	TfNSW Belinda Roberts - Brewarrina NSW Active funding
4/12/2023	MANEX Meeting
5/12/2023	NSW Mines Safety and Natural Resource Access Regulator Quarries Audit
5/12/2023	Murray Darling Basin Authority Northern Basin Community Forum
6/12/2023	Catch up with Leo Krikmann - United Way re Dolly Parton's Imagination Library
7/12/2023	Local Traffic Committee Meeting

INFORMATION DISTRIBUTED TO COUNCILLORS

22/11/2023	EA	Invitation to the Brewarrina Mayor's Christmas Party
28/11/2023	EA	Aboriginal Accidental Counsellor Workshop Training
29/11/2023	EA	Review Request: Letter Response to Complainant
29/11/2023	EA	Response regarding the Carp Processing Facility Feasibility Study
1/12/2023	EA	Notice of December Council Meeting - December 15th
4/12/2023	EA	Invitation to Meet the Premier and Minister Moriarty on 12th December

CONCLUSION

Council receive this report as information

GOVERNANCE IMPLICATIONS

For Information

FINANCIAL IMPLICATIONS

Nil

ATTACHMENTS

Nil

8.2 MAYOR - DIARY

DOC REF: Item: a2
REPORT BY: David Kirby, General Manager
AUTHORISER:
DATE: 6th December 2023

IP&R REFERENCE:

Objective 5.1: A community that partners with Council in decision making

PURPOSE

The purpose of this report is to provide Council with a summary of meetings and functions attended during the reporting period.

RECOMMENDATION

That Council receive the Mayors Diary Report as Information.

CONTENT**Mayor Activity:****November 29, 2023**

- **Australia Day Award Nomination Discussion with Economic Development Manager (EDM):** Discussed the process of nominating independent committees to serve as the selection panel for the Australia Day Awards. The focus was on ensuring a fair and diverse representation to uphold the integrity of the award selection process.

November 30, 2023

- **NASCA Dinner Participation:** Attended the NASCA dinner focused on Aboriginal youth support, driven by an Aboriginal Board and a dedicated team advocating for social equity.

December 1, 2023

- **Mayoral Christmas Party Planning with Muddy Waters Brewarrina:** Worked on finalising the festive menu and event setup details for the Mayoral Christmas Party, emphasising a warm and inviting atmosphere for all attendees.

December 6, 2023

- **Attended Teams Meeting with Leo Krikman About Dolly Parton's Imagination Library:** Participated in a virtual meeting with Leo Krikman to discuss our community's involvement with Dolly Parton's Imagination Library and potential benefits for local children.

December 8, 2023

- **Alliance of Western Councils Board Meeting:** Will be attending the board meeting to discuss regional collaboration strategies, policy development, and the promotion of interests specific to western councils.

December 12, 2023

- **Meeting with Premier and Minister Tara Moriarty in Brewarrina:** Will be hosting the Premier and Minister Tara Moriarty during their visit to Brewarrina. Planning to extend local hospitality and present key aspects of Brewarrina to them. Looking forward to engaging in a question-and-answer session to discuss local issues and opportunities.

CONSULTATION

Various Staff, Councillors & Agencies.

GOVERNANCE IMPLICATIONS

For Information.

CONCLUSION

For Council Information.

ATTACHMENTS

Nil

8.3 TRANSPORT - INFORMATION REPORT**DOC REF:****REPORT BY:** Debbie Zaslona, Transport Services Admin Officer**AUTHORISER:** David Kirby, General Manager**DATE:** 6th December 2023**IP&R REFERENCE:**

Objective 3.1: Good quality transport infrastructure

PURPOSE

The purpose of this report is to update Council on various road maintenance and construction activities in the previous month and provide a work program for the coming period.

CONTENT

Following are works that have been carried out in the last month within the Shire by our Road Cres:

- * Work is now completed on Narran Lake Road
- * Work is now completed on repairs to Carcool Road
- * Repair works is now completed on Coola-Bunnawanna Road
- * Repair of potholes on Goodooga Road – Ongoing
- * Shoulder widening on Goodooga Road - Ongoing

RMCC MAINTENANCE CONTRACT WORK

The following jobs continue in the planning stages under this contract and it is hoped that they will commence in early 2024:

- * Culverts Replacements on MR70;
- * Shoulder Widening works on MR70;
- * Heavy Patching on all three state highways.

JOBS GATE ROAD SEAL EXTENSION (UPDATE)

Crews are continuing work on this project. This project is all part of the Fixing Local Roads Funding and is reported on a monthly basis. There is 5 km of construction work planned and it is hoped to finish 1 km of Stage 2 prior to Christmas shut down. On completion of this work, we will then continue onto Stage 3.

LOCAL AND REGIONAL ROADS REPAIR PLAN

Goodooga Road: The crews have completed work on Goodooga Road within township.

Goodooga Road and Walgett Road Intersection: Work has commenced on 5 km of shoulder widening from this intersection on Goodooga Road.

CONCLUSION

GOVERNANCE IMPLICATIONS

FINANCIAL IMPLICATIONS

ATTACHMENTS

Nil

8.4 ECONOMIC DEVELOPMENT MANAGER REPORT

DOC REF: Item: f
REPORT BY: Fran Carter, Economic Development Manager
AUTHORISER: David Kirby, General Manager
DATE: 6th December 2023

IP&R REFERENCE:

Objective 1.1: Improve social well-being to offer a competitive lifestyle to attract and retain working families.

Objective 2.1: Strengthening agriculture and existing local industries and exploring other options.

Objective 5.1: A community that partners with Council in decision making

PURPOSE

The purpose of this report is to inform Councillors of the progression of the projects and programs that sit under the Economic Development Unit. This includes Community Service, Tourism & Events and Economic Development.

CONTENT**1. Collaboration and Community Engagement:**

The Brewarrina Book Club, orchestrated by the library staff, convenes regularly to review and discuss this month's selection, "The Fossil Hunter" by Tea Cooper. Members who completed the book expressed varied opinions, with some finding it enjoyable and others less enthusiastic. The morning discussion also covered various topics. The librarian distributed the next month's book, "Cutters End" by Margaret Hickey, and the group plans to reconvene in December for the review session.

Strategic Planning for Big Sky Library (BSL) BSL has enlisted the services of a consultant to assess, collect, and interpret essential information from stakeholders throughout the current month, utilising online platforms. The gathered information will be compiled to shape the forthcoming BSL strategic plan, outlining the vision for the next 3-5 years. A copy of the plan will be provided once it is finalised.

Monthly Customer Activity Volume for the Library:

- Books Renewed: 105
- Books Returned: 111
- Interlibrary Book Requests: 0
- Computer Bookings at the Library: 27
- Library Visits: 484
- New Members Signed Up or Re-registered: 10

Staff managed the implementation of a Seniors program for Brewarrina Shire, where facilitators organised excursions and workshops catering to the seniors and Elders residing in Brewarrina, Goodooga, and Weilmoringle.

Brewarrina's young performers are set to showcase an opening dance during the Christmas Carols event on December 9th. These children have dedicated themselves to weekly rehearsals every Wednesday afternoon, and their commitment has drawn the enthusiasm of over 120 attendees eagerly looking forward to the performance.

The staff engaged in the Youth Insight Surveys program as a team, and further, took part in a Grant Writing and Procurement Workshop led by Kristal Kinsela.

The Community Engagement Coordinator works in tandem with the Centrelink Agent and Library Officer to provide assistance and support to community members seeking advice or support from these organisations.

Council is partnering with the Goodooga Working Party to support their year-end Christmas Party, where an estimated 55 children are anticipated to participate.

2. Tourism and Cultural Heritage:

Collaborating with the Australia Day Council with regards to the Australia Day Ambassador Program and spearheaded the promotion of Australia Day Award nominations by sharing information through our social media channels, website, and local businesses.

Compiling 'Accredited Visitor Information Centre' statistical surveys for the months of July, August, September & October.

Procuring samples of uniforms and in the process of scheduling a meeting with designers to advance the development of a new design for indoor staff uniforms.

The exterior painting of the VIC is underway, with an expected completion in the early months of 2024.

Collaborating to organise the Mayor/Staff Christmas party at Muddy Waters Café this year.

Revision of Councils application forms including the event application form will streamline the process for the applicant and enable the provision of more precise information in accordance with current legal requirements.

Council's new educational catering van "Bre & Co", has been transported to Dubbo for the purpose of undergoing painting and signage work. The expected completion date for these modifications is early December.

Successfully completed the decoration of the Historical Barwon Bridge with festive lights in preparation for Christmas. This achievement is a testament to the outstanding efforts of everyone involved in the execution of this project.

Brewarrina Visitor Information Centre

- Visitor numbers in November were on par from this time last year and down on last month by 2% as to be expected for this time of the year.
- Turnover in November was also down 3% from October, however was 26% above par for the same month, last year.
- Enquiries via email / calls were similar to last month with a steady 5% increase
- Due to ongoing works within the VIC staff were unable able to host any events within the facility during the month of November.
- Distributed 50 x copies of Brewarrina brochures to Hawkesbury Information Centre and 1 x box (120 brochures) to Forbes Information Centre.

- Collaborating with the NSW Electoral Commission for the upcoming NSW Aboriginal Lands Council Elections scheduled for February 2024.
- The VIC underwent comprehensive pest control measures, with both internal and external areas being treated to ensure a pest-free environment.

CONCLUSION

This report provides Council with information and an update on the progress of the Economic Development Managers programs and plans.

GOVERNANCE IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

ATTACHMENTS

Nil

8.5 HUMAN RESOURCES INFORMATION REPORT**DOC REF:****REPORT BY:** Tara Brynes, Human Resources**AUTHORISER:** David Kirby, General Manager**DATE:** 4th December 2023**IP&R REFERENCE:**

Objective 1.1: Improve social well-being to offer a competitive lifestyle to attract and retain working families

PURPOSE

The purpose of this report is to inform Council on Human Resources current positions vacant and training that will be ongoing throughout 2023.

RECOMMENDATION

That Council accept the December 2023 Human Resources update report as information.

CONTENT

The below table outlines training and conferences that have been attended and/or scheduled during the reporting period.

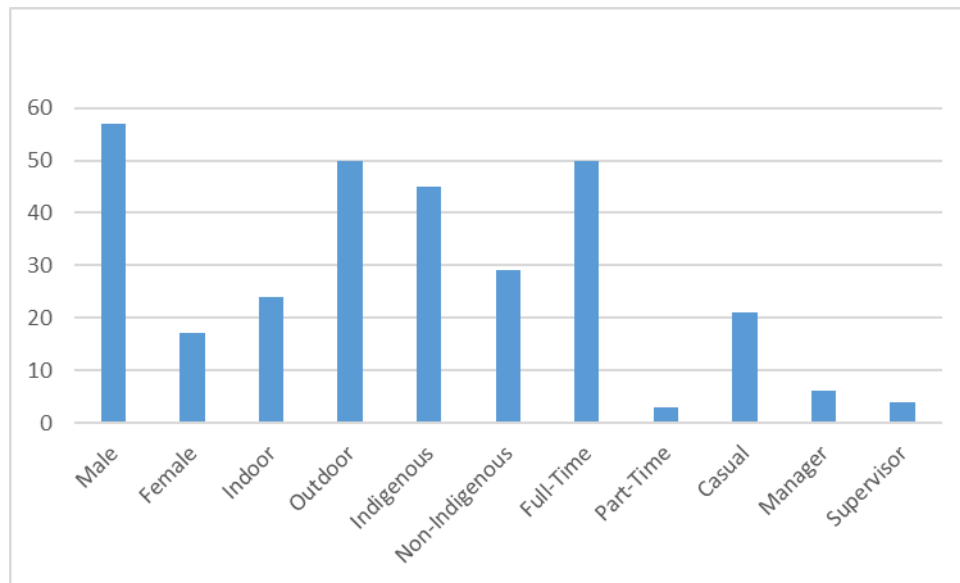
Training and Conferences:

Date	Title	Description of training
4.12.2023	Info Council	Implementation of Info Council Training. - Online
Ongoing	Cyber Security	All indoor staff weekly - Online
27-28.11.2023	Peer Exchange Group Meeting (PEG)	TSAO and TM - Broken Hill
10.11.2023	Self-Enforcing Infringement Notice Scheme (seins)	TSAO – Online
20 – 8 Dec 23	Services NSW	CSO – Services NSW – Parkes
TBA Dec/Jan 2023	Leadership 360 Survey	Individual surveys for leaders using standard VOICE – Online / Brewarrina

Recruitment and Advertising:

Position	Reason	Filled or Readvertised
Customer Service Officer - VIC	Additional support	EOI – Casual appointment
Youth Worker – Youth Centre	Additional support	EOI – Casual appointment

Employee Statistics:



Appointments:

- Labourer / Plant Operator (Casual)

Resignations:

- Nil

Building Repair and Maintenance Update:

- Medical Centre; Termite treatment activities
- VIC, Chambers, Glenelg staff accommodation, 1-4/27 Bourke Street Properties; Pest Spraying works
- Kahmoo Road; Erection of sun shelter for staff accommodation
- 1/27 Bourke Street; General Maintenance
- 43 Church Street; Kitchen sink drainage Issues.
- Brewarrina Olympic Pool; Replaced damaged tiles.
- Youth Centre; general maintenance ie door replacements, locks and fittings in bathrooms.

Incident Report Monthly Update:

<u>IR#</u>	<u>Date + Details</u>	<u>Action</u>	<u>Responsible</u>	<u>Status</u>
23-14	20.11.23 Vehicle Incident - Collision with animal near Boomi Bridge	Driver will avoid driving at dawn where possible	Transport Dept	Awaiting repair
23-15	20.11.23 Injury - Dog Bite and injured Elbow	Reminder to all staff to utilise appropriate PPE.	Utilities Dept	Addressed.
23-16	4.10.2023 Vehicle Incident - Dent in F/R/H/S guard	Vehicle Incident - Dent in F/R/H/S guard	Transport Dept	Awaiting repair

GOVERNANCE IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

CONCLUSION

To inform Council of Monthly HR & WHS Activities

ATTACHMENTS

Nil

8.6 UTILITIES INFORMATION REPORT**DOC REF:****REPORT BY:** Russell Holz, Utilities Manager**AUTHORISER:** David Kirby, General Manager**DATE:** 6th December 2023**IP&R REFERENCE:**

Objective 3.2.1 Maintain parks, gardens and reserves in a safe and attractive condition

PURPOSE

The purpose of this report is to update Council on the status, as at 6 December 2023, of all works in the Utilities Section. The report is based on the 2023/24 financial year.

CONTENT**PARKS, GARDENS & WASTE:**

- November comprised mostly of routine and scheduled maintenance.
- Council continues improving Geoff New Complex maintenance.
- Council continues the Racecourse and showground maintenance.
- Continuing improvements of Brewarrina Waste Disposal Facility.
- Planning has commenced for the expansion of the grassed area at the Brewarrina Cemetery to allow for more allocated plots.
- Works on front gardens around Chambers

WATER AND SEWER:

- Repairs to water system at Glenelg continuing.
- 9 x mains breaks on the raw water reticulation.
- Repaired 7 water services throughout month of November.
- Programmed and scheduled maintenance undertaken on sewer pumping stations including the cleaning and vacuuming.
- 8 sewer chokes cleared in mains service lines for month of November.
- Works continuing on automatic watering system at Brewarrina WTP.

MICROBIOLOGICAL WATER SAMPLING:

- 10 x allocated samples for Brewarrina, Weilmoringle and Goodooga were sent away for the month of November. Extra samples were taken from all supplies under NSW Health's pesticide monitoring program. This is completed once a month.

Brewarrina – Barwon River Raw Water Extraction and Filtered Water Supplied:

	Filtered ML		Raw ML	
	Total	Daily	Total	Daily
November	19	0.5	70	2.1
December	16	0.5	65	2
January	12	0.4	52	1.8
February	16	0.5	70	2.1
March	12	0.4	50	1.8
April	11	0.4	48	1.8
May	12	0.4	50	1.8
June	11	0.4	48	1.8
July	12	0.4	50	1.8
August	12	0.5	50	1.8
September	14	0.5	60	1.9
October	14	0.5	65	2.0
November	16	0.5	70	2.0

PROJECTS

- Skate Park Goodooga in final development stage.
- Smart Water Meters are ready for rollout in late January.
- Goodooga Splash Park – construction is nearing completion.

REGULATORY OFFICER ACTIVITY:

Attended the Hudson Pear Task Force Meeting in Lightning Ridge.

Council assets sprayed for the month of November include;

- **Town Streets and Laneways.**
- **Brewarrina Racecourse**
- **Brewarrina Cemetery**
- **Brewarrina Aerodrome**

Animal control for the month of November once again had a clear focus on nuisance dogs with a number of attacks recorded in Brewarrina and Goodooga. Councils Regulatory Officer has been instructed to focus on reported nuisance areas. .

	Total	Complaints	Re-homed	Released
Dogs	19	3	11	
Cats	0			
Horses	5			5

AERODROMES:**Brewarrina and Goodooga:**

- General maintenance and inspections.
- Mowing and slashing completed around Terminal, Apron and Taxiway.

CONCLUSION

GOVERNANCE IMPLICATIONS

FINANCIAL IMPLICATIONS

ATTACHMENTS

Nil

8.7 PLANT REPORT**DOC REF:****REPORT BY:** Jacob Boney, Workshop Supervisor**AUTHORISER:** David Kirby, General Manager**DATE:** 6th December 2023**IP&R REFERENCE:**

Objective 3.1.4 Develop Asset Management Plans for Transport and Plant

PURPOSE

The purpose of this report is to update Council on the status on the 2023 Fleet Performance for the period ending November/December 2023. This is a monthly plant report showing the current position of Council's Fleet.

CONTENT

Plant No	Plant Number Description	Work Performed
861 + 862	Kahmoo camp gensets	<ul style="list-style-type: none"> Carry out service every 10 days
065	Toyota Hilux	<ul style="list-style-type: none"> Service
014	Toyota Fortuna	<ul style="list-style-type: none"> Replace power steering rack Replace front wheels and tyres Wheel alignment
	Hire compactor	<ul style="list-style-type: none"> Service Weld holes in wheels
018	Toyota Hilux	<ul style="list-style-type: none"> Replace all tyres
009	Pajero Sport	<ul style="list-style-type: none"> service
065	Toyota Hilux	<ul style="list-style-type: none"> Replace rear tyres
015	Toyota Hilux	<ul style="list-style-type: none"> Replace all tyres Replace windscreen Replace power steering pump Replace Battery
215	CAT 12M Grader	<ul style="list-style-type: none"> Replace articulation sensor Calibrate articulation Replace hydraulic hose
752	Trailer – Flat top (water pump)	<ul style="list-style-type: none"> Replace water pump and motor Repair Tail lights
087	Toyota Hilux	<ul style="list-style-type: none"> Service Replace tyres
067	Toyota Hilux	<ul style="list-style-type: none"> service replace tyres wheel alignment
079	Isuzu Dmax	<ul style="list-style-type: none"> Service Replace tyres Wheel alignment

103	Western star prime mover	<ul style="list-style-type: none"> • Replace windscreen • Replace reverse switch • Rego check • Repair wiring • Sent to WTG Dubbo for fault codes and RMS inspection
082	Toyota Hilux	<ul style="list-style-type: none"> • Replace tyres
040	Toyota Hilux	<ul style="list-style-type: none"> • Replace tyres • Service
201	John Deer 770G	<ul style="list-style-type: none"> • Repair tyre • Repair hydraulic hose
214	John Deer 670G	<ul style="list-style-type: none"> • Repair brake issue • Test and order wiper motor • Replace acc pedal • Repair fault codes • Repairs carried out by RDO tech 6/12/23
809	Weed sprayer	<ul style="list-style-type: none"> • Replace pump
550	Roller - Padfoot	<ul style="list-style-type: none"> • Replace a/c condenser • Replace batteries • Replace mirrors
086	Toyota Hilux	<ul style="list-style-type: none"> • Service
109	Mack Prime mover	<ul style="list-style-type: none"> • Repair door • Replace steer tyres
732/733	RT side tipper (white)	<ul style="list-style-type: none"> • Replace tyres
766	Sewer Jetter SECA	<ul style="list-style-type: none"> • Service • Replace tyres
021	Toyota Hilux	<ul style="list-style-type: none"> • Service
060	Toyota Hilux	<ul style="list-style-type: none"> • Service
041	Toyota Hilux	<ul style="list-style-type: none"> • Replace tyres

CONCLUSION**GOVERNANCE IMPLICATIONS****FINANCIAL IMPLICATIONS****ATTACHMENTS**

Nil

9 NOTICE OF MOTION / QUESTIONS WITH NOTICE

Nil

10 CONFIDENTIAL MATTERS**RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

10.1 Environment, Planning, Health and Building Information Report

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

11 OPEN SESSION

12 CONCLUSION OF MEETING