



# **BREWARRINA SHIRE COUNCIL**



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## **MEETING OF COUNCIL AGENDA - SEPTEMBER**

**Wednesday 21st  
September 2022  
Commencing at 10:00am**



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

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The Council of the  
**SHIRE OF BREWARRINA**



All communications to be addressed to the General Manager  
SHIRE OFFICE  
57 Bathurst Street  
BREWARRINA NSW 2839  
PO Box 125  
BREWARRINA NSW 2839  
Telephone: (02) 6830 5100  
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Email: breshire@brewarrina.nsw.gov.au

**NOTICE OF ORDINARY MEETING**

NOTICE is hereby given that an ORDINARY MEETING of the Council of Brewarrina will be held on **Wednesday 21<sup>st</sup> September 2022** at the **Brewarrina Shire Council Chambers** commencing at **10.00 am** for the transaction of the following business.

<b>1.</b>	<b>Opening Prayer &amp; Acknowledgement of Country:</b>	
<b>2.</b>	<b>Apologies / Leave of Absence:</b>	
	• NIL	
<b>3.</b>	<b>Declaration of Interest:</b>	Page 3
<b>4.</b>	<b>Confirmation of Minutes:</b>	
	• Minutes of the Ordinary Council Meeting held on Friday 26 <sup>th</sup> August 2022	Page 7
<b>5.</b>	<b>Mayoral Minute</b>	
	• Her Majesty Queen Elizabeth II	Page 19
<b>6.</b>	<b>Reports of Committees:</b>	
	• NIL	
<b>7.</b>	<b>Reports to Council For Action:</b>	
	1. Annual Council Meeting Schedule	Page 25
	2. Roads to Recovery Funding Allocation	Page 29
	3. Regional Tourism Activation Fund	Page 33
	4. Fixing Local Roads Round 4	Page 39
	5. 'Our Region, Oure Voice' Regional Youth Investment Program	Page 41
	6. Repair Program Grant Approval	Page 69
	7. Monthly Financials Report	Page 79
<b>8.</b>	<b>Reports for Information:</b>	
	• Reports For Information Covering Report	Page 83
	• Status Report	Page 85
	a. General Manager / Mayor Diary	Page 93-95
	b. Roads	Page 97
	c. Plant	Page 99
	g. Library	Page 103
	h. Human Services	Page 105
	k. CDC	Page 107

	m. Human Resources	Page 113
	<b>• Items for Correspondence.</b>	
	a. Telco Authority – Critical Communications Enhancement Program in Brewarrina Shire Council LGA	Page 119
	b. Council Circular – 22-24 - Consultation on draft Model Media Policy	Page 125
	c. Council Circular – 22-25 - New standard contracts of employment for general managers and executive officers and updated guidelines for the appointment and oversight of general managers	Page 127
	d. Council circular – 22-26 - Her Majesty the Queen	Page 131
<b>9.</b>	<b>Notice of Motion / Questions with Notice:</b>	Nil
<b>10.</b>	<b>Confidential Matters:</b>	
	1. Brewarrina Caravan Park Solar	Page 135
	2. Report Plant Replacement Program	Page 171
	3. David Currey Grids and Fencing - Minramar	Page 173
<b>11.</b>	<b>Conclusion of Meeting:</b>	

**Delegations:** Nil  
David Kirby  
General Manager

The Council of the  
**SHIRE OF BREWARRINA**



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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).

# ***PREVIOUS MONTHS MINUTES***

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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 26TH AUGUST 2022**

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Meeting commenced at 10.02am

**1: PRESENT:**

**Councillors**

**Vivian SLACK-SMITH  
Angelo PIPPOS  
Noel SHERIDAN  
Thomas STANTON  
Isaac GORDON  
Mark BROWN  
Donna JEFFRIES**

**General Manager**

**David KIRBY**

**Executive Assistant**

**Laura GORDON**

**2: APOLOGIES**

103/22

**RESOLVED on MOTION by Councillor PIPPOS; Seconded by Councillor JEFFRIES; that Council grant the leave of absences for Councillor D Gordon for the Friday 26<sup>th</sup> August Ordinary Business Meeting.**

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

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**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 29<sup>th</sup> July 2022

104/22

**RESOLVED on MOTION by Councillor JEFFRIES; Seconded by Councillor BROWN; that the Minutes of the Ordinary Meeting of Friday 29<sup>th</sup> July 2022 covered by resolutions 89/22 to 102/22 action request be adopted.**

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

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**5: MAYORAL MINUTE:**

**PURPOSE:**

The purpose of this report is to support the local government campaign on the financial Accounting treatment of Rural Fire Service (RFS) mobile assets known as the 'Red Fleet'.

**RECOMMENDATION:**

**That:**

- 1. Council writes to the local State Member, the Hon Mr (Roy) Royal Francis Butler MP, and the Treasurer the Hon Matt Kean MP, Minister for Emergency Services and Resilience the Hon Stephanie Cook MP and the Minister for Local Government Wendy Tuckerman MP:**
  - a. Expressing Council's objection to the NSW Government's determination on ownership of Rural Fire Service assets;**
  - b. Advising of the impact of the Government's position on Council finances of this accounting treatment;**
  - c. Informing that Council will not carry out RFS assets stocktakes on behalf of the NSW Government and will not record RFS assets in Brewarrina Shire Council's financial statements;**
  - d. Calling on the NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of Rural Fire Service (RFS) assets by acknowledging that rural firefighting equipment is vested in, under the control of and the property of the RFS; and**
  - e. Amending s119 of the Rural Fires Act 1997 so that the effect is to make it clear that RFS assets are not the property of councils.**
- 2. Council writes to the Shadow Treasurer Daniel Mookhey MLC, the Shadow Minister for Emergency Services Jihad Dib MP, the Shadow Minister for Local Government Greg Warren MP, the Greens Spokesperson for Local Government Jamie Parker MP and the leaders of the Shooters, Fishers and Farmers, Animal Justice and One Nation parties Robert Borsak MLC, Emma Hurst MLC and Mark Latham MLC:**
  - a. Advising Members of Brewarrina Shire Council's position, including providing copies of correspondence to NSW Government Ministers; and**
  - b. Seeking Members' commitments to support NSW Councils' call to amend the Rural Fires Act 1997 as set out in correspondence.**
- 3. Brewarrina Shire Council writes to the Auditor General advising that notwithstanding any overtures of future qualified audits, it will not carry out RFS stocktakes on behalf of the NSW Government, and will not record RFS assets in Brewarrina Shire Council's financial statements, noting that the State Government's own Local Government Accounting Code of Practice and Financial Reporting provides for councils to determine whether or not they record the RFS assets as council assets.**
- 4. Council promotes these messages via its digital and social media channels and via its networks.**
- 5. Re-affirms its complete support of and commitment to local RFS brigades noting that Brewarrina Shire Council's action is entirely directed towards the NSW Government's nonsensical position that rather than being owned and controlled by local brigades, RFS assets are somehow controlled by councils, which councils consider to be a cynical financial sleight of hand abdicating the NSW Government's**

**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF  
BREWARRINA HELD AT THE BREWARRINA SHIRE COUNCIL CHAMBERS ON  
FRIDAY 26TH AUGUST 2022**

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responsibilities at the cost of local communities.

105/22

6. That Brewarrina Shire Council affirms its support to Local Government NSW (LGNSW) and requests LGNSW continue advocating on Council's behalf to get clarification once and for all from the State Government about the accounting treatment of RFS assets.

**RESOLVED on MOTION by Councillor JEFFRIES; Seconded by Councillor PIPPOS; That;**

1. Council writes to the local State Member, the Hon Mr (Roy) Royal Francis Butler MP, and the Treasurer the Hon Matt Kean MP, Minister for Emergency Services and Resilience the Hon Stephanie Cook MP and the Minister for Local Government Wendy Tuckerman MP:

- a. Expressing Council's objection to the NSW Government's determination on ownership of Rural Fire Service assets;
- b. Advising of the impact of the Government's position on Council finances of this accounting treatment;
- c. Informing that Council will not carry out RFS assets stocktakes on behalf of the NSW Government and will not record RFS assets in Brewarrina Shire Council's financial statements;
- d. Calling on the NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of Rural Fire Service (RFS) assets by acknowledging that rural firefighting equipment is vested in, under the control of and the property of the RFS; and
- e. Amending s119 of the Rural Fires Act 1997 so that the effect is to make it clear that RFS assets are not the property of councils.

2. Council writes to the Shadow Treasurer Daniel Mookhey MLC, the Shadow Minister for Emergency Services Jihad Dib MP, the Shadow Minister for Local Government Greg Warren MP, the Greens Spokesperson for Local Government Jamie Parker MP and the leaders of the Shooters, Fishers and Farmers, Animal Justice and One Nation parties Robert Borsak MLC, Emma Hurst MLC and Mark Latham MLC:

- a. Advising Members of Brewarrina Shire Council's position, including providing copies of correspondence to NSW Government Ministers; and
- b. Seeking Members' commitments to support NSW Councils' call to amend the Rural Fires Act 1997 as set out in correspondence.

3. Brewarrina Shire Council writes to the Auditor General advising that notwithstanding any overtures of future qualified audits, it will not carry out RFS stocktakes on behalf of the NSW Government, and will not record RFS assets in Brewarrina Shire Council's financial statements, noting that the State Government's own Local Government Accounting Code of Practice and Financial Reporting provides for councils to determine whether or not they record the RFS assets as council assets.

4. Council promotes these messages via its digital and social media channels and via its networks.

5. Re-affirms its complete support of and commitment to local RFS brigades noting that Brewarrina Shire Council's action is entirely directed towards the NSW Government's nonsensical position that rather than being owned and controlled by local brigades, RFS assets are somehow controlled by councils, which councils consider to be a cynical financial sleight of hand abdicating the NSW Government's

responsibilities at the cost of local communities.

6. That Brewarrina Shire Council affirms its support to Local Government NSW (LGNSW) and requests LGNSW continue advocating on Council's behalf to get clarification once and for all from the State Government about the accounting treatment of RFS assets

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

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## 6: REPORTS OF COMMITTEES:

Media release's from Legislative Council – Upper House Committee releases report into Major flooding with finding that the NSW SES and Resilience NSW failed as lead agencies & Upper House Committee inquiry opens into the Aboriginal Cultural Heritage (Culture is Identity) Bill 2022

106/22

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

**That;**

**Council receives Media release's from Legislative Council – Upper House Committee releases report into Major flooding with finding that the NSW SES and Resilience NSW failed as lead agencies & Upper House Committee inquiry opens into the Aboriginal Cultural Heritage (Culture is Identity) Bill 2022 as information.**

## 7: REPORTS FOR ACTION TO COUNCIL:

### ITEM 1: BANK RECONCILIATION & INVESTMENTS

#### **PURPOSE:**

The purpose of this report is to present the reconciliation of Council's cashbook and bank statement as at 30<sup>th</sup> June 2022. 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;**

- 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.**

107/22

**RESOLVED on MOTION by Councillor SHERIDAN, Seconded by Councillor PIPPOS;**

**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 upon being PUT to the MEETING was declared CARRIED.

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**ITEM 2: ESSENTIAL ENERGY 202-21 PUBLIC LIGHTING ANNUAL REPORT**

**PURPOSE:**

The purpose of report is to provide council with Information about Essential Energy's activities under the management plan.

**RECOMMENDATION:**

That;

Council receive this report as information and consider any further matter relating to the report.

108/22

**RESOLVED on MOTION by Councillor JEFFRIES, Seconded by Councillor SHERIDAN;**

That;

Council receive this report as information and consider any further matter relating to the report.

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

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**ITEM 3: FIXING LOCAL ROADS ROUND 4**

**PURPOSE:**

The purpose of this report is for Council to determine priorities for eligible works under the State Government's Fixing Local Roads Round 4 Grants.

**RECOMMENDATION:**

That;

Council receive this report and endorse the priorities for funding as recommended under Round Four (4) Fixing Local Roads as follows:

1. To be determined by Council

109/22

**RESOLVED on MOTION by Councillor PIPPOS, Seconded by Councillor I GORDON;**

That;

Council receive this report and endorse the priorities for funding as recommended under Round Four (4) Fixing Local Roads as follows:

1. To be determined by Council

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

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**ITEM 4: GOODOOGA BORE BATHS – CARAVAN/CAMPING**

**PURPOSE:**

The purpose of this report is to update Council on options relating to charging Caravans and campers at the Goodooga Bore Baths and 4 Mile Camping Reserve.

**RECOMMENDATION:**

That;

**Council receive this report as information and consider implementing the buy local program for free camping at the Goodooga Bore Baths and the Brewarrina 4 Mile Camping Reserve.**

110/22

**RESOLVED on MOTION by Councillor PIPPOS, Seconded by Councillor FRAIL;**

That;

**Council receive this report as information and consider implementing the buy local program for free camping at the Goodooga Bore Baths and the Brewarrina 4 Mile Camping Reserve and investigate appropriate signage.**

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

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**ITEM 5: GOODOOGA COMMUNITY HALL**

**PURPOSE:**

The purpose of this report is to update Council of the progress relating to the Goodooga Community Hall

**RECOMMENDATION:**

That;

**Council receive this report as information and consider the proposal from Indigenous Business Australia (IBA) to purchase the property for \$1.00.**

111/22

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

That;

**Council receive this report as information and defer the agenda item until September Council Meeting.**

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

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**ITEM 6: NEW RFS BUILDING BREWARRINA**

**PURPOSE:**

The purpose of this report is to consider Council's position on a proposal from the RFS to construct a new emergency operations centre in Brewarrina and consider the acquisition of land for new facility.

**RECOMMENDATION:**

**That Council;**

- 1. Approve the construction of the New RFS facility as per proposal**
- 2. Delegate General Manager to undertake purchase of Lot 8 & 9 DP1033446 from Transport for NSW (TfNSW)**
- 3. Council allocate \$50k from General Fund to complete design**

112/22

**RESOLVED on MOTION by Councillor I GORDON, Seconded by Councillor SHERIDAN;**

**That Council;**

- 1. Approve the construction of the New RFS facility as per proposal**
- 2. Delegate General Manager to undertake purchase of Lot 8 & 9 DP1033446 from Transport for NSW (TfNSW)**
- 3. Council allocate \$50k from General Fund to complete design**

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

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**ITEM 7: ROADS TO RECOVERY FUNDING ALLOCATION**

**PURPOSE:**

The purpose of this report is for Council to determine works for the Roads to Recovery Funding.

**RECOMMENDATION:**

**That;**

**Council receive the report and endorse the proposed works recommended for Roads to Recovery Funding.**

113/22

**RESOLVED on MOTION by Councillor JEFFRIES, Seconded by Councillor FRAIL;**

**That;**

**Council receive the report and endorse the proposed works recommended for Roads to Recovery Funding.**

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

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**ITEM 8: VISITOR INFORMATION CENTRE AUDITORIUM**

**PURPOSE:**

The purpose of this report is to provide Council with costings and options for development of Brewarrina Visitor Information Centre Auditorium and Kitchen

**RECOMMENDATION:**

That;

**Council receive this report and consider the future options relating to the development of the Visitor Information Centre Auditorium**

114/22

**RESOLVED on MOTION by Councillor PIPPOS, Seconded by Councillor SHERIDAN;**

That;

**Council receive this report and consider the future options relating to the development of the Visitor Information Centre Auditorium after implantation of the Brewarrina town street Master plan.**

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

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**ITEM 9: STRONGER COUNTRY COMMUNITIES ROUND 5**

**PURPOSE:**

The purpose of this report is to update Council on the projects prioritised at the working group meeting of Council on Thursday 11<sup>th</sup> August 2022.

**RECOMMENDATION:**

That;

**Council receive this report as information and determine the final Community Group Projects to be submitted under Round 5 of the funding.**

115/22

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

That;

**Council receive this report as information and determine the final Community Group Projects to be submitted under Round 5 of the funding**

- 1. Old Mission & Hospital Creek Massacre Site Redevelopment**
- 2. Brewarrina Cemetery Upgrades**

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

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**REPORTS FOR INFORMATION:**

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

**RECOMMENDATION:**

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

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**8: REPORTS FOR INFORMATION**

- a) Status Report, General Manager and Mayors Diary
- b) Roads
- c) Plant
- d) Utilities
- e) CHB
- f) CSM
- m) Human Resources
- n) FAM

116/22

**RESOLVED on MOTION by Councillor JEFFRIES, Seconded by Councillor BROWN;**

**That;**

**The status Report, Information Reports and Items of Correspondence be received and noted.**

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

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**9: NOTICE OF MOTION/ QUESTIONS WITHOUT NOTICE**

- NIL

**10: CLOSED SESSION**

- NIL

**11: OPEN SESSION**

**Meeting concluded at 11:16am**

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# ***MAYORAL MINUTE***

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# BREWARRINA SHIRE COUNCIL

Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>MAYORAL MINUTE</b> <b>Her Majesty Queen Elizabeth II</b>	<b>DOC REF:</b> Mayoral 1
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<b>REPORT BY:</b>	Vivian Slack-Smith <b>MAYOR</b>	<b>DATE:</b> 15/09/2022
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**IP&R REFERENCE:**

Theme 3: A Caring Community

**PURPOSE:**

For Council to pay their respect to the late Her Majesty Queen Elizabeth II

**RECOMMENDATION:**

1. That Council observe a one (1) minute moment of silence in respect to her Majesty Queen Elizabeth II in her service to the Commonwealth of Australia
2. That Council write to his Excellency King Charles III expressing sincerest condolences to the Royal family.

**CONTENT:**

It is with the deepest sadness that we have learned of the passing of Our Most Gracious Sovereign, Her Majesty Queen Elizabeth II.

As Sovereign to 16 realms, and as Head of the Commonwealth of 54 independent countries, Queen Elizabeth's life was committed to the service of her people across the globe. As Queen of Australia, she reigned over a period of growth and prosperity, and oversaw the appointment of 10 Governors and 19 Premiers of New South Wales.

In recent times, Her Majesty achieved remarkable milestones of being both the longest-serving and oldest British monarch in history.

Queen Elizabeth did indeed enjoy a most glorious reign.

On behalf of the people of Brewarrina Shire Council, I would like to observe a moments silence for all her contributions and pass on our sincerest condolences to King Charles III and the Royal family.

**GOVERNANCE IMPLICATIONS: NIL**

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Vivian Slack-Smith  
Mayor

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GOVERNMENT HOUSE  
SYDNEY

## **MEDIA STATEMENT**

**Friday, 9 September 2022**

### **VALE HER MAJESTY QUEEN ELIZABETH II**

It is with great sorrow that I inform the people of New South Wales that our Sovereign Her Majesty Queen Elizabeth II, has passed away on Thursday, 8 September at the age of 96.

As Queen of Australia, Her Majesty has graciously served our people with warmth, dignity and resolve. Her passing leaves us with a deep sense of loss.

Head of the Commonwealth of Nations over a period of seven decades, Her Majesty provided constant leadership and inspiration to the global community. Throughout, she has led by example and set the highest standard for us to follow.

Her Majesty made 16 trips to Australia and 12 to New South Wales, first visiting our shores in 1954. She will be remembered with great affection by the people of our State and the many communities she visited during her 70 years of service.

Queen Elizabeth was also a devoted wife and mother, a beloved grandmother and great-grandmother. Our thoughts are with the Royal Family during this time of mourning.

**His Honour the Honourable Andrew Bell  
Administrator**

**For further information contact**

David Butts

Communications Manager,

0436 682 533 | (02) 9228 3981

[david.butts@governor.nsw.gov.au](mailto:david.butts@governor.nsw.gov.au)

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***REPORTS TO COUNCIL FOR ACTION***

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## BREWARRINA SHIRE COUNCIL

Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>ANNUAL COUNCIL MEETING SCHEDULE</b>	<b>DOC REF:</b> GM: 1
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<b>REPORT BY:</b>	David Kirby <b>General Manager</b>	<b>DATE:</b> 15/09/2022
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**IP&R REFERENCE:**

Theme 4: A Community With Integrated Leadership

**PURPOSE:**

The purpose of this report is for Council to determine the dates of the Council meetings from October 2022 to September 2023.

**RECOMMENDATION:**

**That Council:**

- 1. Approve the attached Meeting Schedule Calendar of proposed Ordinary Council Meeting Dates**
- 2. Determine to publically advertise Council's meeting schedule dates with locations for the period October 2022 – September 2023 in the following manner;**
  - a. Website**
  - b. Newspaper**
  - c. Main Council Office**

**CONTENT:**

Section 9 of the Local Government Act, 1993 provides as follows:

- (1) A council must give notice to the public of the times and places of its meetings and meetings of those of its committees of which all the members are councillors.

A calendar has been prepared that programs all of Council's regular meetings. Councillors will note that it is proposed that ordinary meetings of Council be held on the 4th Friday of each month for eight (8) of the twelve months.

Council meetings are ordinarily held in the Council Chambers with the exception of the November meeting which is normally held in Goodooga.

It is proposed to hold the December meeting on the Friday 16<sup>th</sup>, as this will allow staff to action any outcomes of the meeting prior to the Christmas break.

Council is, however, able to review its calendar from time to time and, provided it can give the prescribed public notice period, can determine to change any meeting dates and incorporate an extra meeting. The legislation specifies that it must hold a minimum of ten ordinary council meetings throughout a year.

**GOVERNANCE IMPLICATIONS:**

NIL

**CONCLUSION:**

It is considered that setting the meeting dates for the year will simplify advertising requirements and planning, including of employee and Councillor absences.

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David Kirby  
General Manager

**ATTACHMENT:**

Calendar with proposed Council meeting dates.

# 2022-2023

**DRAFT Council Calender**

October						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
S	M	T	W	T	F	S
			1	2	3	4
4	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March						
S	M	T	W	T	F	S
			1	2	3	4
4	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
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# BREWARRINA SHIRE COUNCIL

Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>ROADS TO RECOVERY FUNDING ALLOCATION</b>	<b>DOC REF:</b> GM: 2
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<b>REPORT BY:</b>	Tim Williams <b>Transport Manager</b>	<b>DATE:</b> 14/09/2022
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**IP&R REFERENCE: INFRASTRUCTURE:**

3.2: Good quality community infrastructure and facilities.

**PURPOSE:**

The purpose of this report is for Council to accept the funding deed and to endorse the projects put forward for the Block Grant Funding.

**RECOMMENDATION:**

**That;**

**Council receive the report and delegate the signing of the funding deed to the General Manager and endorse the proposed works recommended for Block Grant Funding.**

**Content:**

Each year council receives a funding amount from the NSW State Government for block grant allocation to help maintain our regional road network. This year Council has received \$1,263,000.00 to help maintain our regional road network which includes the following roads;

<b>Road Number</b>	<b>Road Name</b>	<b>Length</b>
MR70	Goodooga Road	146.56kms
MR437	Bangate Road	38.93kms
MR1	Jobs Gate Road	60.10
RR4	Billybingbone Road	28.78

Tech Services have two (2) projects to put forward for the funding. These projects are scoped out by inspecting the condition of each road and determining what maintenance is critical to help prolong the service life of the road. The following projects are for consideration to expend the funds.

**Projects for consideration**

<b>Project</b>	<b>Budget</b>
Goodooga Road Widening	\$400,000.00
Jobs Gate Road Reseals	\$863,000.00
Total	\$1,263,000.00

Jobs Gate road has sections at the beginning of the road that are well over due for resealing and will require immediate action to help prolong the life of the road. This will involve cutting the grass away from the edge of the existing seal and filling any depressions along the edge of the seal. Inspecting the sections that require patching and completing these works. Once that is complete, a sealing contractor will be engage to reseal the road with new bitumen and stone.

Goodooga Road (MR70) has been approved funding under the REPAIR program to reconstruct and widen the existing seal. The total costs of this project is \$800,000.00 and requires a contribution from council of \$400,000.00. These funds will be taken from the Block Grant Funding to match the funding received for the REPAIR Program.

**GOVERNANCE IMPLICATIONS:**

Nil – budget provided in annual budget

**CONCLUSION:**

This report provides Council with information to delegate the General Manager to sign the funding deed and to decide on the projects put forward to expend the funding.

**ATTACHMENTS:** Nil

---

David Kirby  
General Manager



05 September 2022

Mr David Kirby  
General Manager  
Brewarrina Shire Council

Dear Mr Kirby

**Payment of 2022-23 REGIONAL ROAD BLOCK GRANT**

I am writing to notify you that the first instalment for the 2022-23 Block Grant for Brewarrina Shire Council will be \$631,500.

This is the first of two payments for 2022-23, the second will follow in January 2023.

In 2022-23 an indexation of 2 per cent has been applied to the Block Grant and REPAIR funding pool. As a result, this year all councils will receive an increased Regional Road Block Grant allocation.

Council is reminded that payment of the second instalment under the 2022-23 Agreement is conditional on TfNSW having received documents pertaining to the 2021-22 Agreement.

Agreements must be returned by 30 September 2022 to ensure payment of the second instalment can be made in January 2023.

For more information, please contact Kristine Boggs, Local Government Manager at [Kristine.boggs@transport.nsw.gov.au](mailto:Kristine.boggs@transport.nsw.gov.au).

Yours sincerely



**Alstair Lunn**  
Director West  
Transport for NSW

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# BREWARRINA SHIRE COUNCIL

Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>Regional Tourism Activation Fund</b>	<b>DOC REF:</b> GM: 4
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<b>REPORT BY:</b>	David Kirby <b>GENERAL MANAGER</b>	<b>DATE:</b> 14 <sup>th</sup> Sept 2022
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**IP&R REFERENCE:**

Theme Deliverable and sustainable Shire infrastructure and services.

**PURPOSE:**

The purpose of this report is to update Council on its consideration of the application of funding for the completion of the Brewarrina Masterplan under the State Governments Regional Tourism Activation Fund.

**RECOMMENDATION:**

1. That Council, resolve to apply for a funding to complete the redeveloped Brewarrina Town Street Masterplan.
2. That Council resolve to delegate the General Manager to complete any necessary future funding agreements and or deeds.

**CONTENT:**

The Brewarrina Towns Masterplan is a major streetscape beautification project that Council adopted in 2000 which makes it 22 years old. Council understands the importance of getting this project completed and at the May 2022 Ordinary meeting of Council the following was resolved;

**ITEM 7: BREWARRINA TOWN MASTERPLAN REDEVELOPMENT**

**PURPOSE:**

The purpose of this report is to advise Council of its current status regarding the redevelopment of the Brewarrina Town Masterplan.

**RECOMMENDATION:**

That Council resolve;

- Allocate \$40,000 in the 2022/23 Financial Budget to undertake the redevelopment of the Brewarrina Town Masterplan.

71/22

**RESOLVED on MOTION by Councillor FRIAL, Seconded by Councillor BROWN;**  
That Council resolve;

- Allocate \$40,000 in the 2022/23 Financial Budget to undertake the redevelopment of the Brewarrina Town Masterplan.

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

The issues discussed in the meeting related to the potential funding opportunities and with the announcement of the Regional Tourism Activation Fund. Council now has the prime opportunity to put forward a business case demonstrating the importance to the region, Brewarrina and surrounding villages attractions have.

Council has engaged a grant writer Jenny Rand who has originally undertook works on the original masterplan to write both the business case and application. This funding is extremely competitive hence why a business case is needed.

Council Staff have been working with Jenny through September to piece together critical data to use in the application and business case including traffic counts and surveys. The redevelopment of the current plan will be incorporated in the current application with the General Manager discussing the matter with Regional NSW who have encourage Council to highlight the matter.

**Project Objectives**

Round 2 of the Regional Tourism Activation Fund is focused on accelerating the development of high impact tourism and events infrastructure that will increase the international appeal of destinations in regional NSW and boost the visitor economy through increased visitation and job creation. The Fund aims to support projects that are accessible and inclusive for everyone and ensure all visitors to regional NSW have unforgettable experiences that encourage repeat visitation.

The application will also include the community's intentions to get World Heritage Listing for the Brewarrina Fishtraps which will highlights the unique credibility it deserves.

**CONCLUSION:**

That Council consider resolve to approve the submission for funding application to complete Town Masterplan.

---

David Kirby  
General Manager

**ATTACHMENTS:**

Regional Tourism Activation Guidelines



## Regional Tourism Activation Fund - Round 2

[nsw.gov.au/grants-and-funding/regional-tourism-activation-fund-round-2](https://nsw.gov.au/grants-and-funding/regional-tourism-activation-fund-round-2)

Printed: 26 July 2022

Regional Tourism Activation Fund

The \$150 million Regional Tourism Activation Fund - Round 2 supports the development of high impact tourism infrastructure projects that increase visitation, expenditure and extend length of stay for visitors to regional NSW.

On this page

- [Key information](#)
- [Program objective](#)
- [Eligibility](#)
- [What your application needs to include](#)
- [Start the application](#)
- [After the application is submitted](#)
- [Support and contact](#)

## Key information

- **Status:** Open
- **Grant amount:** From \$500,000 to \$20,000,000
- **Application opened:** 2 August 2022
- **Application closes:** 27 September 2022, 5:00 pm

## Program objective

Round 2 of the Regional Tourism Activation Fund is focused on accelerating the development of high impact tourism and events infrastructure that will increase the international appeal of destinations in regional NSW and boost the visitor economy through increased visitation and job creation. The Fund aims to support projects that are accessible and inclusive for everyone and ensure all visitors to regional NSW have unforgettable experiences that encourage repeat visitation.

This program is administered by Department of Regional NSW.

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## Eligibility

### Who can apply

Applicants must be an incorporated entity and hold an Australian Business Number (ABN), Australian Company Number (ACN), or be registered with NSW Fair Trading under the Associations Incorporation Act 2009 or another Act.

Eligible applicants include:

- Local councils
- Joint organisations of councils, or council groupings and associations
- Incorporated not-for-profit organisations
- Community organisations registered as incorporated associations
- Local Aboriginal Land Councils
- An Aboriginal and/or Torres Strait Islander Corporation registered under the Corporations (Aboriginal and/or Torres Strait Islander) Act 2006.

### Who can't apply

Unincorporated organisations are ineligible to apply.

Further information about the eligibility criteria can be found within the [program guidelines \(PDF 3.85MB\)](https://www.nsw.gov.au/sites/default/files/2022-07/Regional%20Tourism%20Activation%20Fund%20Round%202%20Program%20Guidelines.pdf) (<https://www.nsw.gov.au/sites/default/files/2022-07/Regional%20Tourism%20Activation%20Fund%20Round%202%20Program%20Guidelines.pdf>).

## Example projects

The Regional Tourism Activation Fund is for high-impact tourism infrastructure projects that have the potential to become iconic visitor experiences for regional NSW.

Examples of eligible project types include:

### Nature-based tourism

- iconic walking and hiking trails
- aquatic and coastal projects such as over-water walkways and major viewing platforms
- adventure cycling such as mountain bike and BMX trails
- adventure trails that cover land and water experiences.

### Arts, culture and events infrastructure

- Aboriginal tourism experiences
- major arts infrastructure
- cultural experiences including history and heritage projects
- major event and festival infrastructure
- major conference centre facilities.

### What you can't apply for

- Costs that would be considered business-as-usual activities
- Core government activities or business operations and administrative running costs
- Projects or activities already funded by/receiving NSW Government funding, with the exception of new stages of a previously funded project or activity
- Marketing, advertising, or product promotion including signage, with the exception of promotional activities specifically related to the project and are essential to its success
- Engaging or paying permanent employees
- Activities, equipment or supplies that are already being supported through other sources

- Financing costs, including interest and debt financing
- Capital expenditure for the purchase of everyday business activities such as office furniture and equipment, motor vehicles, computers, printers and photocopiers, with the exception of equipment specifically related to the project and essential to its success
- Costs involved in the purchase or upgrade/hire of software (including user licenses) and ICT hardware, with the exception of software specifically related to the project and essential to its success
- Costs such as rent and utilities unless specifically related to the project
- Staff training and development costs not specifically related to the project
- Insurance costs (applicants must hold and maintain adequate insurance coverage for any liability arising as a result of their participation in funded activities)
- Costs related to obtaining human resources used on the project, including job advertising, recruiting, and contract negotiations
- Depreciation of plant and equipment beyond the life of the project
- Opportunity costs relating to allocating resources to the agreed grant project
- Projects that require ongoing grant funding from the NSW or Australian government
- Projects that will proceed without any NSW Government financial assistance
- Buying or upgrading equipment that is not fixed to a particular site, with the exception of equipment specifically related to the project and essential to its success
- Retrospective funding to cover any project component that is already complete before funding is announced.

## Program guidelines

For more information about the Regional Tourism Activation Fund - Round 2, including key dates, eligibility and merit-based assessment criteria, please refer to the [program guidelines \(PDF 3.85MB\)](https://www.nsw.gov.au/sites/default/files/2022-07/Regional%20Tourism%20Activation%20Fund%20Round%202%20Program%20Guidelines.pdf) (<https://www.nsw.gov.au/sites/default/files/2022-07/Regional%20Tourism%20Activation%20Fund%20Round%202%20Program%20Guidelines.pdf>).

## Online Information Sessions

An Online Information Session has been provided to support and assist applicants with the datasheet. Please view the recorded [Online Information Session for the datasheet here](https://youtu.be/xKh-Ui4QKNA) [🔗](https://youtu.be/xKh-Ui4QKNA) (<https://youtu.be/xKh-Ui4QKNA>).

An Online Information Session was held on Tuesday 9 August. A recording of the session will be uploaded to this page shortly.

## What your application needs to include

For more information about the Regional Tourism Activation Fund - Round 2, including key dates, eligibility and merit-based assessment criteria, please refer to the [program guidelines \(PDF 3.85MB\)](https://www.nsw.gov.au/sites/default/files/2022-07/Regional%20Tourism%20Activation%20Fund%20Round%202%20Program%20Guidelines.pdf) (<https://www.nsw.gov.au/sites/default/files/2022-07/Regional%20Tourism%20Activation%20Fund%20Round%202%20Program%20Guidelines.pdf>).

## 1 Prepare your application with this checklist

Applicants are required to provide the following documentation:

- completed application form
- confirmation of the required co-contribution towards the project
- completed datasheet (template provided) with information such as the expected visitation, income streams, job creation and expenditure associated with the project
- evidence of at least \$20 million in public liability insurance, or evidence that the applicant is willing to secure at least \$20 million in public liability insurance if successful
- Project plan (template provided) that outlines the project delivery timeline
- evidence of experience delivering projects of similar size and scope, or demonstrated capability to deliver the project
- evidence of the readiness of the project, including the status of development applications (if applicable), costings and quotes from suppliers, landowner's consent and construction approvals where required
- letters of support for the project.

Applications requesting over \$5 million will be required to submit a business case as an attachment to their application and are encouraged to utilise the business case template provided.

## Resources for applicants

The following resources are available to support applicants with their submissions:

- [Datasheet template \(XLSX 94.23KB\)](https://www.nsw.gov.au/sites/default/files/2022-07/RTAF%202%20Datasheet%20Template.xlsx) (<https://www.nsw.gov.au/sites/default/files/2022-07/RTAF%202%20Datasheet%20Template.xlsx>)
- [Project plan template \(XLSX 26.52KB\)](https://www.nsw.gov.au/sites/default/files/2022-07/RTAF%202%20Project%20Plan%20Template.xlsx) (<https://www.nsw.gov.au/sites/default/files/2022-07/RTAF%202%20Project%20Plan%20Template.xlsx>)

- **Business case template (DOCX 4.35MB)** (<https://www.nsw.gov.au/sites/default/files/2022-07/RTAF%20%20Business%20Case%20Template.docx>)
- **Landowner consent form (DOCX 65.99KB)** (<https://www.nsw.gov.au/sites/default/files/2022-07/RTAF%20%20Landowner%20Consent%20Form.docx>)
- **Sample funding deed (PDF 1001.04KB)** (<https://www.nsw.gov.au/sites/default/files/2022-08/Regional%20Tourism%20Activation%20Fund%20Round%20%20Sample%20Funding%20Deed.pdf>)

## 2 Address the eligibility criteria

All applications will be assessed for eligibility and only eligible applications will be considered for funding.

Applications must be led by an eligible entity and projects must be located in one or more of the 93 regional NSW Local Government Areas (LGAs), the Unincorporated Far West or Lord Howe Island. Projects located in the Greater Sydney metropolitan area, and the Newcastle and Wollongong LGAs are ineligible for funding.

Further information about the eligibility criteria can be found within the **program guidelines (PDF 3.85MB)** (<https://www.nsw.gov.au/sites/default/files/2022-07/Regional%20Tourism%20Activation%20Fund%20Round%20%20Program%20Guidelines.pdf>).

## 3 Address the assessment criteria

Eligible applications will be assessed against four merit-based assessment criteria.

- Criteria 1: Strategic alignment and visitor appeal
- Criteria 2: Economic outcomes
- Criteria 3: Deliverability and affordability
- Criteria 4: Accessibility, inclusion, and community

Further information about the merit-based assessment criteria can be found within the **program guidelines (PDF 3.85MB)** (<https://www.nsw.gov.au/sites/default/files/2022-07/Regional%20Tourism%20Activation%20Fund%20Round%20%20Program%20Guidelines.pdf>).

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## Start the application

Applications for this grant are available via the Grants portal.

Apply now [🔗](https://rgf.smartygrants.com.au/RTAF2) (<https://rgf.smartygrants.com.au/RTAF2>)

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## After the application is submitted

Successful applicants will be notified confidentially from November 2022 or as soon as possible after an application is approved, at the NSW Government's discretion. Unsuccessful applicants will be notified in writing of the outcome of their application and will be offered a feedback session.

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## Support and contact

Department of Regional NSW staff can provide support during the application process. Please contact us for a referral to your local Business Development Manager.

Phone: **1300 679 673** [🔗](https://www.nsw.gov.au/tel:1300679673) (<https://www.nsw.gov.au/tel:1300679673>)

Email: **Regionalnsw.business@regional.nsw.gov.au** [🔗](mailto:Regionalnsw.business@regional.nsw.gov.au?subject=RTAF%20R2%20Enquiry) (<mailto:Regionalnsw.business@regional.nsw.gov.au?subject=RTAF%20R2%20Enquiry>)

View **Frequently asked questions** (<https://www.nsw.gov.au/grants-and-funding/regional-tourism-activation-fund-round-2/regional-tourism-activation-fund-round-2-frequently-asked-questions>)

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# BREWARRINA SHIRE COUNCIL

Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>FIXING LOCAL ROADS ROUND 4</b>	<b>DOC REF:</b> GM: 5
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<b>REPORT BY:</b>	Tim Williams <b>Transport Manager</b>	<b>DATE:</b> 12/09/2022
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**IP&R REFERENCE: INFRASTRUCTURE:**

3.2: Good quality community infrastructure and facilities.

**PURPOSE:**

The purpose of this report is to inform Council of the Fixing Country Roads Grant Program and for Council to endorse to projects that are put forward and for a decision on the current funding for Carters Swamp Bridge upgrade.

**RECOMMENDATION:**

**That Council receive the report and endorse the Goodooga Road Project funding application as recommended under round six (6) Fixing Country Roads and to decide the outcome of the funding received under round 5 of Fixing Country Roads for Carters Swamp Bridge as follows:**

- 1. To be determined by Council.**
- 2. Withdraw the current funding for Carters Swamp Bridge Upgrade and apply under the current Fixing Country Roads funding round.**
- 3. Endorse the Goodooga Road Upgrade funding application.**

**Content:**

On Tuesday, 22<sup>nd</sup> August 2022 it was announced that, the NSW Government open applications for round six (6) Fixing Country Roads.

Fixing Country Roads is a key NSW Government program funding projects that unlock the economic potential of Regional NSW. The program provides targeted funding for projects on Council managed roads and bridges that benefit the movement of freight. Fixing Country Roads aligns with and complements the Fixing Country Rail program in reducing the cost of getting goods to market for regional businesses. Fixing Country Roads provides funding for roads, bridges, bridge and route load assessments, and truck washes.

Tech Services has two projects that would be good candidates for the funding grant program. One project would see another 10km section of the Goodooga Road widened from 6 meters to 9 metres and 6 culverts replaced from the Narrandol Bridge north 10kms to allow the road to be up graded to accept B- triples and HML vehicles. This project is estimated at \$5,000,000.00 to complete

The Second project is the Carters Swamp Bridge on the Goodooga – Brenda Road. This would see the current bridge replaced with a new bridge that would suit heavy vehicles. Currently there

is already funding approved for 50 percent of the project costs through Fixing Country Roads Round 5 but no other funding availability for the remaining 50 percent. Council could withdraw this funding, put forward this project to this round of Fixing Country Roads Funding, and receive 100 percent of funding **if successful**. Alternative, Council could keep the already approved funding and contribute the \$450,000.00 to complete the project. Second Alternative there is a separate funding program Bridge Repair Program that could also fund this project with a 20 percent contribution from council, being the project is priced at \$900,000.00 this would mean council would have to contribute \$180,000.00 to complete this project.

There is a risk that withdrawing the funding that it may not be successful under the new round but as mentioned above council could apply for Bridge Repair Program and only have to contribute 20 percent. The Transport Manager has also contacted the TfNSW and lodged a request for the remaining funding through the Transport Ministers Office but there is still no guarantee and Council may not hear until after funding closes.

These projects would allow local farmers and business access to cheaper freight through carting more in less trips, which would ease the wear and tear on council's road infrastructure. Upgrading these Routes also opens up the freight network to more accesses to Queensland.

**GOVERNANCE IMPLICATIONS:**

Nil – budget provided in annual budget

**CONCLUSION:**

This report provides Council with information and will require a decision on proceeding with the above project and priorities.

**ATTACHMENTS:** Nil

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David Kirby  
General Manager

# BREWARRINA SHIRE COUNCIL

Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>'Our Region, Our Voice' Regional Youth Investment Program</b>	<b>DOC REF:</b> GM: 6
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<b>REPORT BY:</b>	David Kirby <b>General Manager</b>	<b>DATE:</b> 14/09/2022
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**IP&R REFERENCE:**

Theme Deliverable and sustainable Shire infrastructure and services.

**PURPOSE:**

The purpose of this report is to update Council on its consideration of a Multipurpose Centre under the 'Our Region, Our Voice, Regional Investment Program.

**RECOMMENDATION:**

- 1. That Council, resolve to apply for a funding to construct a multipurpose centre in Brewarrina, and consider partnership with PCYC.**
- 2. That Council, resolve to confirm facility location options.**
- 3. That Council, resolve to delegate the General Manager to undertake funding approvals including potential funding deed finalisation.**

**CONTENT:**

**Program Objective**

The objective of the 'Our Region, Our Voice' Regional Youth Investment Program is to genuinely reflect the needs and aspirations of regional young people in NSW to:

- learn, work and achieve in regional NSW
- be mentally and physically healthy, safe and thrive in their communities
- explore their creativity, collaborate with other teams, develop a sense of achievement and feel socially and culturally connected to their communities
- have transport and digital connectivity solutions to access training, work services and recreational activities; and
- Be place based and reflect the diversity of young people's needs across regional NSW.

Brewarrina Shire Council has identified in its Community Strategic Plan to construct a multipurpose/PCYC style facility for the youth and community use. Council has received constant feedback through its youth programs of kids expressing the need for a facility here in Brewarrina.

These style of facilities are popping up around the region and Brewarrina's youth are becoming more familiar with the opportunities these kind of facilities bring. Currently we have the Youth Centre and Community Centre which have reached their residual life and provide very limited recreational use for kids.

With funding up to \$3 million, Council would need to consider a partner funding contribution of possibly another \$3 million to achieve the style of facility required. Offline

discussion with PCYC have highlighted a potential partnership. This would also attract ongoing running coast which would also be an added bonus.

**Potential Locations**

There a number of location for such a facility including refurb of current buildings and extensions. Some of those options included;

- Brewarrina Tennis Courts/Basketball Courts – Bathurst Street
- Geoff New Oval Sporting Reserve – Church Street
- Brewarrina Community Centre – Bourke Street
- Youth Centre – Young Street/Bourke street

The facility is not limited to these locations however are owned by Council and can be used for this project.

**CONCLUSION:**

That Council consider resolve to approve the funding application for a new multipurpose facility and finalise the location.

---

David Kirby  
General Manager

**ATTACHMENTS:** Our Region, Our Voice, Regional Investment Program.



Department of Regional NSW

# Our Region, Our Voice - Regional Youth Investment Project

Program Guidelines

[nsw.gov.au/RegionalYouthInvestmentProgram](https://nsw.gov.au/RegionalYouthInvestmentProgram)



# Contents

Photo credit: Steven Abraham

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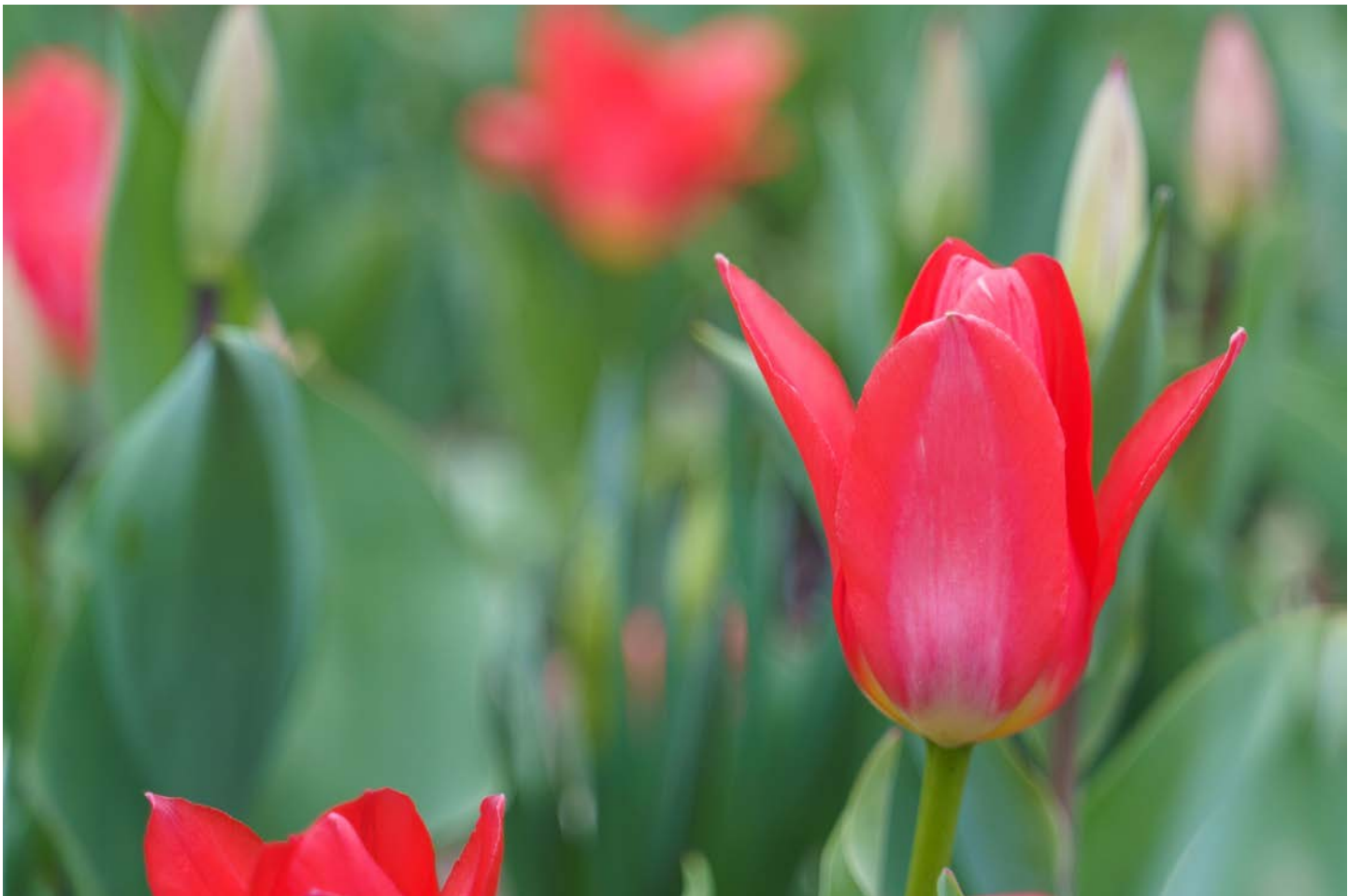


Photo credit: Priscilla du Preez and Tom Carnegie

# Message from the Minister



Young people represent the future of our State and are key to maintaining vibrant regional communities. That's why the Regional Youth portfolio was formed in 2019 and the NSW Government has been working hard to deliver on its commitment to support our regional youth.

The Our Region, Our Voice-Regional Youth Investment Program represents a record investment from the NSW Government in regional young people. It supports and strengthens the NSW Government's vision to ensure all regional young people have opportunities for meaningful work and education, accessible healthcare, and feel part of vibrant and inclusive communities.

Through this program, the Office for Regional Youth will collaborate with partners to deliver targeted initiatives that ensure regional youth reach their full potential in their local communities without having to relocate to a metropolitan area.

The initiatives developed under the program will focus on priority areas, which have emerged from the Regional Youth Framework's key pillars of Work-Ready, Wellbeing, Community and Connectivity. These have been reinforced and given greater depth and nuance by consulting with 2000 young people across regional NSW.

#### **These priorities include:**

- Developing clear career pathways
- Ensuring mental health services are easily accessible
- Supporting delivery of recreational activities and events
- Supporting reliable and convenient transport
- Ensuring access to secure and affordable housing

Our research shows that young people can experience challenges differently depending on their location in a region, and the Our Region, Our Voice-Regional Youth Investment Program will enable initiatives that are place-based and responsive to local needs.

This program will help to ensure that regional young people have all the tools they need to grow into their best selves, and that our regional communities are equipped to deliver them.

I am proud to lead the Our Region, Our Voice-Regional Youth Investment Program and I'm excited to see how the NSW Government can deliver for our regional youth over the next two years.

A handwritten signature in black ink, appearing to read 'Ben Franklin'.

**The Hon. Ben Franklin, MLC**  
*Minister for Aboriginal Affairs,  
 Minister for Regional Youth,  
 Minister for Tourism*



# Overview

The Our Region, Our Voice - Regional Youth Investment Program was established in June 2022 by the NSW Government to deliver tailored investments and local projects that enhance the lives and wellbeing of regional youth and support them to live their best life and thrive within their local communities.

Stage 1 of the program will see up to \$40 million made available for community projects that align with the NSW Regional Youth Framework which provides a whole-of-government approach to address issues facing regional young people and improve economic and social outcomes. The framework guides the work of the Office for Regional Youth and is structured around the four 'pillars' of: Work Ready, Wellbeing, Connectivity and Community. The framework may be [accessed here](#).

Our Voice, Our Region was developed in consultation with nearly 2,000 young people across eight regions of regional NSW to ensure that the investment is centred on the voices of regional young people, advocating for what they need and want to live their best lives.

Young people (aged 12-24yrs old) across regional NSW face distinct challenges across the four pillars of the framework and experience gaps in service provision. As a result, outcomes for regional youth lag behind those of metropolitan youth across many indicators. The program directs resources to regional specific place-based strategies that will make the difference needed to address the unique challenges encountered by regional youth and maximise local opportunities.

Our Region, Our Voice - Regional Youth Investment Program is administered by the Office for Regional Youth which is within the Department of Regional NSW.

# Objectives

The objective of the program is to genuinely reflect the needs and aspirations of regional young people in NSW to:

1. Learn, work and achieve in regional NSW
2. Be mentally and physically healthy, safe and thrive in their communities
3. Explore their creativity, collaborate with other young people, develop a sense of achievement and feel socially and culturally connected to their communities
4. Have transport and digital connectivity solutions to access training, work services and recreational activities; and
5. Be place based and reflect the diversity of young people's needs across regional NSW



Photo credit: Matese Fields

# Key dates

## Applications open:

1 September 2022

## Applications close:

4 October 2022 at 10am AEST

## Webinar dates:

6 September 2022

## Application outcome :

Applicants will be notified of the outcome of their application confidentially by letter before 25 November 2022

## Contracting:

Successful applicants must sign and return a Letter of Offer and Confidentiality Agreement. They will then enter a Funding Deed.

## Announcements:

The NSW Government will announce grant information within 45 days of a Funding Deed being executed by both parties.

## Project Commencement and Completion:

The project must commence within three months of both parties executing the Funding Deed and be completed within two-years.

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In extenuating circumstances, late applications may be accepted at the sole discretion of the Department of Regional NSW.



# Program funding



There is up to \$40 million available for eligible projects. This funding will be allocated across nine investment themes, aligned with the four pillars of the framework.

The program's funding is available for projects which address the investment themes detailed in the following table:

Regional Youth Framework Pillar	Investment theme	Purpose of projects under the investment theme
Work Ready	Education	Projects to enhance high school engagement and retention
	Skills	Projects to develop work ready skills, knowledge and networks
Wellbeing	Health	Projects to increase access and quality of health services
	Inclusivity	Projects to increase provision of youth and culturally appropriate health services
Connectivity	Transport	Projects to improve access to public and private transport
	Digital	Projects to improve access to digital technology and digital skills
Community	Belonging	Projects to provide greater diversity of community youth projects
	Agency	Projects to provide support to at risk-youth
	Housing	Projects to support young people secure affordable housing

Applications are not restricted to the top or secondary priorities. Applications which address any of the nine investment themes are welcomed and encouraged.

# Grant amounts



All grant amounts must be within the following grant funding ranges:

Minimum grant funding	Maximum grant funding
\$150,000	\$3,000,000

Co-contributions and cooperative project delivery is not required but are welcomed and strongly encouraged. This may include in-kind support and/or funding from other sources. Evidence of co-contributions is required as part of application where relevant.

## Unspent funds

If the situation arises where a grant recipient's project is completed and there are unspent funds remaining from the grant allocation, requests to utilise the funds to extend the scope of the project will be assessed by The Department of Regional NSW only for purposes that align to objectives of the grant program and must be accompanied by supporting information such as revised economic or social impact data.



Photo credit from top: Simon Maage, Christian Bowen and Tegan Mierle

# Eligibility



## Eligibility criteria

### There are three aspects to the eligibility criteria:

1. An applicant must be an eligible applicant; and
2. An eligible applicant must apply for a grant of funding for an eligible project; and
3. An eligible project must be within an eligible project location(s)

## Eligible applicants

### ***To be eligible under the program, the applicant must be one of the following:***

- a local government recognised under relevant NSW legislation (excluding Greater Sydney Wollongong and Newcastle) local government areas
- regional joint organisation of councils
- Section 355 Committees of Councils must apply in the name of the relevant Council and must have permission to apply
- not-for-profit and community organisations registered with the Australian Charities and not-for-profits Commission (ACNC)
- an association registered with NSW Fair Trading under the Associations Incorporation Act 2009
- an incorporated entity with an Australian Business Number (ABN) or an Australian Company Number (ACN)
- a Local Aboriginal Land Council
- the Lord Howe Island Board
- an unincorporated Far West group

Unless specifically listed above all other unincorporated entities and individuals are ineligible to apply.

Applicants are not required to be located within an eligible project location however should ensure that all relevant permissions are obtained. It is advisable to include letters of support in the application, to demonstrate the project need in that location.

Councils are encouraged to work with community groups to identify priority projects and should consider project partnerships where council is the landowner.

Landowner consent is required for any new infrastructure projects or projects in which applicants are not the landowner. All applicants will be solely responsible for the project's delivery and reporting through a Funding Deed.

Applicants are encouraged to work with key local stakeholders including their local Members of Parliament, local council and key youth organisations to identify priority projects in their Local Government Area to ensure projects with high community support from young people are submitted. Letters of support are encouraged from all local stakeholders to strengthen applications.

Applicants must have or be able and willing to purchase at least \$20 million public liability insurance.

## Eligible project locations

Projects must be in one of the 93 regional NSW Local Government Areas, Lord Howe Island or the Unincorporated Far West. Projects in the Greater Sydney, Newcastle and Wollongong Local Government Areas are not eligible.

## Eligible projects

Projects must be for initiatives that boost and support regional youth's work-readiness, wellbeing, physical or digital connectivity or links to the community. Successful projects will address one or more of the investment themes identified by the Office for Regional Youth.

### ***A project must be for:***

- delivering projects that benefit the local youth community and provide public benefit to young people (this is not limited to physical projects and can include teaching, life skills etc.)
- fit out of or upgrades to existing, local community infrastructure to assist the delivery of general or targeted youth community projects
- infrastructure to assist the delivery of targeted youth community projects
- community projects and infrastructure which assist in improvement and promotion of accessibility and inclusion for youth
- community projects and infrastructure which assist in improvement of community participation, liveable communities and accessibility and inclusion outcomes for youth

Projects must deliver benefits and outcomes that contribute to the program objectives. Applicants will be expected to establish monitoring procedures to demonstrate the delivery of the expected outcomes.

Projects can demonstrate public benefit by showing how the project will benefit the youth generally, or a targeted cohort of youth. Similarly, while projects can be located on private land they must be for the public benefit.

The applicant will need to show how the facility will be open to the community.



Photo credit: Gian Cescon

## Projects which aim to improve outcomes for priority groups of young people

The Office for Regional Youth recognises that each young person is unique and regional communities are diverse. Some young people have specific service and accessibility needs when accessing services within their local communities.

To meet the diverse needs of young people living in Regional NSW, applicants are encouraged to deliver projects that cater for the needs of regional youth with priority given to projects that target one or more of the cohorts below:

- Aboriginal young people
- Culturally and Linguistically Diverse young people
- Young people from a refugee background
- LGBTQIA+ young people
- Young people living with disability
- Young people experiencing socio-economic disadvantage
- Young people living in remote NSW

All applicants under this program must ensure that their proposed projects are culturally safe, respectful and inclusive for all young people.

Projects that seek to improve outcomes for priority groups of young people must align with the skills, aspirations and experiences of young people in these priority groups.

Regional NSW is home to two-thirds of NSW's Aboriginal youth. The Office for Regional Youth and the NSW Government are actively focused on enhancing opportunities for regional Aboriginal young people in partnership with community. Applicants are encouraged to deliver projects to deliver positive impact on social and economic outcomes for Aboriginal young people.

Applicants must consider supporting regional communities to future proof infrastructure and projects by funding universally designed projects. Where possible, projects should move beyond current day compliance standards and provide dignified and equitable inclusion to social and community projects for people with disability. This applies to both infrastructure projects and community or social projects aiming to improve existing accessibility and inclusion to encourage greater participation. Applicants must demonstrate inclusion and accessibility measures in their application.



Photo credit: Brooklyn Morgan, Tanya Pro and Arthur Poulin



## Ineligible Projects

### Projects are not eligible for funding if they are:

- located outside an eligible project location
- not submitted by an eligible applicant
- for the delivery of essential or core government services that should be funded from another source such as local government, the NSW Government or the Commonwealth Government
- seeking retrospective funding to cover projects that are already complete
- seeking grant funding for ongoing staff or operational costs beyond two years
- seeking grant funding for existing staff
- for a general works package without specific scope, costs and location (e.g. 'upgrading lighting at community youth centre without identifying the work required, number of sites or the locations)
- predominantly for marketing, branding, advertising or product promotion including tourism marketing
- providing direct commercial and/or exclusive private benefit to an individual or business
- not clearly providing benefits that will significantly contribute to the objectives of the program
- the recipient of any grant funding from another NSW Government grant program for the same project.
- projects that seek to solely subsidise memberships for existing services.

## Eligible project costs

### Project costs may include those associated with:



fit out or upgrade of existing infrastructure which assist in the delivery of projects

Design including regulatory application and approval costs, must be listed as administration costs.

Applicants may include up to 10% of the total project cost for contingency.



delivering projects and events

Unused budget contingency costs will be deducted from the final grant payment.



the purchase of materials and equipment essential to projects delivery

**Table One: Examples of eligible projects and project costs:**

Community projects and events	Fit out or upgrade of community amenity and community service infrastructure that support the delivery of youth projects
<p><b>Work Ready</b></p> <ul style="list-style-type: none"> <li>Projects and events that promote career pathways including work experience, mentoring, career awareness and advice.</li> <li>Workshops and events that teach life skills including digital and financial literacies, interpersonal and leadership capabilities, and personal care such as cooking and gardening.</li> </ul> <p><b>Wellbeing</b></p> <ul style="list-style-type: none"> <li>Projects and events that promote mental and physical wellbeing</li> <li>Workshops and events to build resilience and capability such as mental health first aid training.</li> <li>Extension of hours or transport to health services</li> <li>Increased awareness and navigation of local mental health supports</li> </ul> <p><b>Connectivity</b></p> <ul style="list-style-type: none"> <li>Projects and events that improve access to driver training</li> <li>Workshops and events to build digital capabilities</li> <li>Projects that improve transport options for young people</li> </ul> <p><b>Community</b></p> <ul style="list-style-type: none"> <li>Project and events that provide recreational and social opportunities for young people</li> <li>Projects that promote inclusivity, social cohesion, safety and leadership</li> </ul>	<ul style="list-style-type: none"> <li>Youth centres and dedicated youth spaces in halls and libraries</li> <li>Recreation facilities</li> <li>Murals or community art installations</li> <li>Seating, planting boxes, landscaping and paving</li> <li>Street lighting to improve safety</li> <li>Shade cloth, awnings and pergolas that assist the delivery of youth projects</li> <li>Public toilets</li> <li>Provision of a sensory room</li> <li>Equipment upgrade to local youth radio station facilities</li> <li>Infrastructure upgrades to support and improve accessibility to community facilities for youth</li> <li>Non fixed assets that enhance accessibility and inclusion. Examples include beach access mats, pool hoists, portable changing places amenities and adaptive sporting equipment such as court-based wheelchairs which are required to support the delivery of projects.</li> </ul>

\*Please note that the examples provided in Table One are suggestions only and other projects that meet the program objectives are welcomed.

## Ineligible project costs

### Ineligible project costs include:

- costs related to buying or upgrading non-fixed equipment or supplies, unless considered essential to program delivery or accessibility equipment and are incidental costs to the overall project budget
- purchase of laptops, mobile phones and other capital items unless considered essential to program delivery and are incidental costs to the overall project budget
- costs relating to the purchase of vehicles, buses, boats, trailers, motorhomes, or other modes of transportation unless considered essential to program delivery and are incidental costs to the overall project budget
- purchase of land or buildings
- financing, including debt financing or rental costs
- costs relating to depreciation of plant and equipment beyond the life of the project
- non-project related staff training and development costs
- ongoing/recurrent funding that is required beyond the stated timeframe of the project
- funding for ongoing staff or operational costs beyond the 2-year period
- project management or contingency costs that exceed the eligibility requirements



Photo credit: Anderson Schmig,  
Andrew Solok and Josh Campbell

# Assessment



## Assessment criteria

Only applications from eligible applicants who have proposed eligible projects within eligible locations will proceed to assessment against the assessment criteria. Applications that are either from ineligible applicants or for ineligible projects (or both) will not progress to assessment against the assessment criteria.

The Department of Regional NSW may also in its absolute discretion, consider additional factors when assessing eligible applications.

## 1. Desirability

The Office for Regional Youth has engaged in consultations with regional young people to put young people's voices at the centre of investment decisions, understand the most important issues for young people in each region and direct investment strategies towards regional specific place-based initiatives. that will improve outcomes for regional youth.

A comprehensive multi-model approach leveraging Office for Regional Youth networks and external market research firms was deployed to collect state-wide and region-specific insights from nearly 2,000 young people across NSW. Evidence-based priority areas for each region were developed through triangulating the input from in-person engagements with over 650 young people, survey responses from over 1,300 young people, and data on key economic and social indicators for each region.

The Regional Insights Report sets out the priorities identified through these consultations and will ensure that funding is directed towards the initiatives that young people want and need to live their best lives.

A project must demonstrate that the anticipated benefits will directly contribute to addressing a regional priority area identified by young people in the Regional Insights.

Consultation is an important part of the process to ensure that projects are supported by the community and help make regional communities even better places for young people to live.

***Applicants must provide evidence of consultation and support for their proposed projects, such as:***

- co-design with young people benefiting from the project
- engagement through council's strategic planning
- quantitative or qualitative analysis of consultation including surveys, interviews and workshops
- letters of support, or other documents demonstrating community support for the projects

## 2. Feasibility

### ***A project must:***

- have a realistic budget based on quotes or detailed estimates, reasonable assumptions or previous experience with similar projects
- is cost-effective and represents value for money
- has estimated costs for contingencies that do not exceed a maximum of 10 per cent of the total project cost
- demonstrates access to the necessary expertise and support to deliver the project
- demonstrates sound risk management considering the risks and issues, including cultural sensitivities, and ways to address them.
- demonstrate support of partner agencies
- does not require ongoing funding from the NSW Government
- demonstrates how it will be operated and/or maintained when the project is completed (where applicable).
- be delivered within two years of both parties executing the Funding Deed

## 3. Impact

### ***A project must:***

- demonstrate qualitative or quantitative benefits of the project that will address identified regional priorities
- address a service delivery or policy gap of that region
- coordinate and work together with existing services to avoid duplication
- identify the outcomes intended from the project and include actions for evaluation, monitoring, and reporting

The program will be single stage application process. To facilitate assessment of the applications, applicants are required to submit the application documents via the program's online portal. Applications cannot be reopened or amended after the closing date except at the discretion of the Department of Regional NSW.

Applicants seeking an extension for extenuating circumstances should provide details with evidence where appropriate for the consideration of the Department of NSW.



# How to apply



Visit [Smarty Grants](#) to submit an application under the program.

## What needs to be included in an application?

*All applications need to include:*

- a clear project scope
- a project plan using required template
- a project budget using required template and based on quotes or detailed estimates, reasonable assumptions or previous experience with similar projects
- a risk assessment using required template
- a current copy of Public Liability Insurance for \$20 million in the name of the applicant (if available at time of lodgment of application)
- landowner consent if the land is not owned by the applicant
- evidence of project co-contribution (if applicable)
- evidence of community consultation and strong community support for the project
- evidence of project partnership (if applicable)
- information addressing each of the Assessment Criteria together with supporting documentation

Templates can be found at [nsw.gov.au/URL](https://nsw.gov.au/URL)

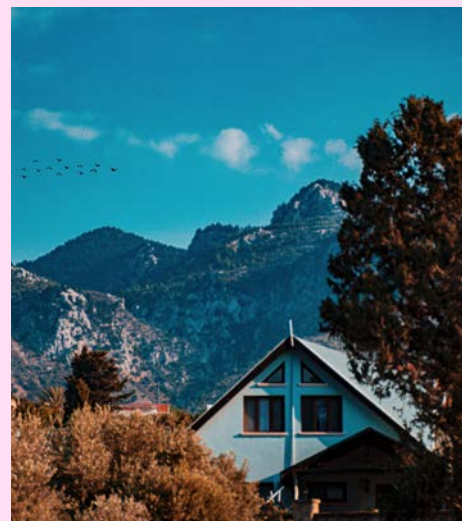


Photo credit: Oswald Elsaboath and Kyle Smith

# Assessment process



Following receipt of applications, the Departmental of Regional NSW staff will review projects against the program eligibility requirements and then facilitate the assessment of projects against the assessment criteria.

Through the assessment process, the Department of Regional NSW may request additional information from the applicant/s. Applications deemed eligible will first undergo merit-based assessment and then panel assessment. The Department of Regional NSW may also seek advice from other NSW Government agencies or other third-party providers (such as probity advisors) to assist with the assessment of projects. The Regional Youth Investment Assessment Panel will review project eligibility and assessment outcomes and form a list of projects that are deemed suitable/not suitable for government consideration.

The panel may recommend part-funding of projects where there is insufficient funding available for the whole project or where only a component of the project is considered suitable for funding. This may include part funding projects under the minimum grant threshold of \$150,000.

Broader factors that may be considered when assessing the overall package of projects suitable for funding include:

- amount of funding available
- suitability of projects for other government funding opportunities
- other factors deemed relevant and important in a local or whole of NSW context

The Department of Regional NSW can take other factors into account that may make an application ineligible for funding, such as any person, business or organisation that could cause reputational or other risk to the NSW Government.

The panel may at their discretion recommend a project conditionally on the basis that an external, professional project management service be engaged for the project to ensure appropriate affordability and deliverability of recommended projects. Where appropriate, projects may be referred to other funding programs in the NSW or Australian Government for consideration.

The panel's advice and recommendations will be provided to the appropriate persons/roles with the necessary authority and capacity for consideration. The assessment panel's advice will be endorsed by the Minister of Regional Youth.

## Probity advice

Independent probity advisors will provide guidance to the Department of Regional NSW on any issues relating to integrity, fairness and accountability.

## Can ineligible projects be referred to a more appropriate funding program?

Yes. Projects that are more suitable for other NSW Government programs may be referred to those programs. Applications that are referred will be subject to the full assessment criteria of the other NSW Government program to which they are referred and are not guaranteed to be successful under another program. Applicants may need to update their application to meet the criteria of the referred program.



# Successful Applicants



Successful applicants will be notified by email and/or letter. Applicants may be requested to keep the proposed grant confidential for a period of time if an announcement is likely to be made by the NSW Government.

## Unsuccessful Applicants

Unsuccessful applicants will be notified by email and/or letter. Feedback sessions will be available to unsuccessful applicants at the request of the applicant.

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## What happens if an eligible application is awarded a grant of funding?

Successful applicants will be required to enter a Funding Deed with the NSW Government. A sample Funding Deed can be viewed at [\(insert link to web page\)](#)

### Funding Deed

- Applicants will be required to provide all supporting documentation and approvals before the Department of Regional NSW can enter a Funding Deed. This includes \$20 million Public Liability Insurance, evidence of Co-contributions (if applicable), Landowner Consent (if the land is not owned by the applicant, Development Approval (if applicable) and approval from the Department of Education (DoE) Asset Management Unit for projects being undertaken on DoE land.
- The NSW Government makes no binding funding commitment to an applicant unless and until both parties sign a Funding Deed.
- Applicants must not make financial commitments for funded activities until Funding Deed has been executed by both parties.
- Grants will be paid via milestone payments set out in the Funding Deed. Timing and requirements will vary at NSW Government's discretion.

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## Measuring project outcomes and benefits

Organisations are required to evaluate their projects based on clear outcomes aligned with the investment theme/s. As part of the application process, organisations will need to identify project outcomes relating to the chosen investment theme and how they will be measured. Successful applicants will be asked to report on these measures in project progress reports and the final acquittal as required by the Office for Regional Youth. Monitoring, reporting and evaluation is the responsibility of the applicant and larger projects should consider this when resourcing and planning for the project.

## Terms and Conditions

### *The following terms and conditions apply:*

The Department of Regional NSW may choose to publicly announce funding for individual applications. It may also use information provided in the grant program to develop case studies.

All awarded grants will be GST exclusive. If you are registered for GST, this will be applied on top of the agreed grant value when payment is made. Community groups who are not registered for GST, should include GST costs within project budget estimates. GST will not be applied to Council grants.

Grants are assessable for income tax purposes, unless exempted by taxation law. It is recommended that applicants seek independent advice about taxation obligations or seek assistance from the Australian Taxation Office. The NSW Government does not provide advice on individual taxation circumstances.

The Department of Regional NSW reserves the right to undertake an audit of grant funding within seven years.

There is no promise of funding unless the condition of a Funding Deed being executed by both parties is met.

Confidentiality on the outcome of grant applications must be maintained until the NSW Government has made a public announcement.

## Ethical Conduct

Applicants must not participate in any anti-competitive conduct.

It is a condition of the grant program application process that no gifts, benefits or hospitality are to be made to a Department of Regional NSW employee at any time. Any inducement in contravention of this condition may result in an applicant's proposal not being considered.

## Conflicts of Interest

A conflict-of-interest declaration must be submitted with all proposals or in the application form. Where a conflict-of-interest detrimental to the assessment process is identified, mitigation measures must be put in place, or an individual may be asked not to participate in the application, assessment, or delivery stage of the process.

## Confidentiality

Upon entering into an agreement, details about the agreement may be made publicly available (subject to information which the Department of Regional NSW deems to be commercial in confidence).

The applicant agrees not to disclose any confidential information pertaining to the grant program application or funding agreement/deed without prior written consent.

## No legal relationship

No legal relationship exists or will arise between the Department of Regional NSW and any applicant in respect to the program or assessment process or the grants process.

No applicant submitting an application shall have any claim for compensation of any kind whatsoever as a result of participating in this program or the grants process and by submitting an application, each applicant shall be deemed to have agreed that it has no claim.

## Applicant Costs for Submitting Application

The applicant's costs of preparing and applying and otherwise participating in the program are borne by the applicant.

## Payment of grant funding

Successful applicants will be required to enter into a Funding Deed which sets out the terms and conditions that apply to the provision of funding under the grant program in relation to the successful project.

## Project commencement and completion

Successful applications must commence their projects within three months of both parties executing the Funding Deed and be completed within two years.

## Disclosure of project information

Information submitted in applications may be shared with other NSW Government departments. For successful applications, the Department of Regional NSW may provide certain information about the application to the media and members of parliament for promotional purposes. This information will include project name and description, electorate, location, and amount of the grant. The contact details supplied by applicants may also be provided to the media and members of parliament. Any information provided by an applicant may be used for promotional material prepared by the Department of Regional NSW or NSW Government. The Department of Regional NSW or NSW Government may publicly announce funding for individual applications and may also use information provided in applications to develop case studies.

All recipients of NSW Government funding should acknowledge this financial support as per the Funding Acknowledgement Guidelines for Recipients of NSW Government Grants available at [nsw.gov.au/branding/sponsorship-and-funding-acknowledgment-guidelines](https://nsw.gov.au/branding/sponsorship-and-funding-acknowledgment-guidelines)

## Government Information (Public Access) Act 2009 (NSW)

Information in applications and all related correspondence, attachments and other documents may be made publicly available under the Government Information (Public Access) Act 2009 (NSW) (GIPA Act). Information may be withheld from public disclosure where the provisions of the GIPA Act enable this. The GIPA Act sets out provisions for making government information accessible to the public by:

- requiring government agencies to make certain sorts of information freely available;
- encouraging government agencies to release as much other information as possible;
- giving the public an enforceable right to make access applications for government information; and
- restricting access to information only when there is an overriding public interest against disclosure

## No guarantee of funding

Submission of an application does not guarantee an award of grant funding.

These guidelines are subject to change at any time at the sole discretion of the Department of Regional NSW.

## The Department of Regional NSW's rights

The Department of Regional NSW has, in addition to any other rights or discretions, the right, in its absolute discretion, and at any stage of the program and without giving reasons to:

- extend the closing date and time at any time before the closing date;
- issue addendum to the Guidelines and any addenda issued will become part of the Guidelines and must be addressed by applicants;
- change, vary or amend the Guidelines including the indicative timing described in the Guidelines;
- suspend, amend, vary or discontinue the program;
- have regard to the Department of Regional NSW's (or other government agency's) knowledge and previous experience and dealings with any applicant and information about the past or current performance of an applicant under any contract, arrangement or funding agreement with the Department of Regional NSW or other government entity;

and the Department of Regional NSW's decision in such matters will be final, and the Department of Regional NSW will not be liable to an applicant because the Department of Regional NSW has exercised any or none of its rights in these Additional Terms and Conditions.

## Available support

For help preparing applications, information and resources including relevant application templates are available online.

A webinar will be held during the application open period.

## Complaints

Any concerns about the program or individual applications should be submitted in writing to [regional.youth@regional.nsw.gov.au](mailto:regional.youth@regional.nsw.gov.au). If you do not agree with the way the Department of Regional NSW handled the issue, you may wish to contact the NSW Ombudsman via [ombo.nsw.gov.au](http://ombo.nsw.gov.au).

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**E** [regional.youth@regional.nsw.gov.au](mailto:regional.youth@regional.nsw.gov.au)  
**W** [nsw.gov.au/RegionalYouthInvestmentProgram](http://nsw.gov.au/RegionalYouthInvestmentProgram)

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## BREWARRINA SHIRE COUNCIL

Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>Repair Program Grant Approval</b>	<b>DOC REF:</b> GM: 7
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<b>REPORT BY:</b>	<b>Tim Williams Transport Manager</b>	<b>DATE:</b> 14/09/2022
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**IP&R REFERENCE:**

**Theme 1:** A Growing Economy

- E2.10 Set priorities to improve local roads

**Theme 2:** A Healthy Natural Environment

- H1.2.6.15 Provide services to manage and maintain rural roads.

**Theme 3:** A Caring Community

- C5.4.1 Support local residents ability to access Services available in regional centres

**PURPOSE:**

The purpose of this report is to inform Council of the successful grant application.

**RECOMMENDATION:**

**That Council;**

- 1. Approve and accept the allocated \$400k for the 2022/2023 repair program from Transport for NSW (TfNSW)**
- 2. Authorise the General Manager to execute funding deed under common seal.**

**CONTENT:**

In March 2022, an application was lodged to upgrade a section of the Goodooga road through the Repair Program 2022/2023, this application has been successful. The total project will cost \$800,000.00 with the grant condition being 50/50. This means that council will have to fund 50 percent of the project, these funds will be sourced from the block grants that council receive.

These works are estimated to start in February 2023, it is estimated that the works will take eight weeks to complete. Construction of this project has to be completed by 31 May 2023, and the funds will have to be expended by 30<sup>th</sup> June 2023 otherwise Council loses the funding.

David Kirby  
General Manager

**ATTACHMENTS:** Repair Project Funding Letter

General Manager  
Brewarrina Shire Council  
breshire@brewarrina.nsw.gov.au

Dear Sir/Madam

### The REPAIR And Improvement of Regional Roads (REPAIR) Program 2022/23 FUNDING CONFIRMATION

Transport for NSW (TfNSW) is pleased to advise NSW Government funding for the below project(s) under the REPAIR Program.

Project Name	Project Number	Project Description	NSW Funding Offered	Council Contribution
22-23 REPAIR Brewarrina MR70 Goodooga Rd	TBA	MR70 Goodooga Road 8m sealed width to accommodate two 3.5m wide traffic lanes. Double spray seal with 1m gravel shoulder on both sides.	\$400,000	\$400,000

Copies of the funding distribution in both council order and assessed points order are attached. The cut off level for funding under this year's program was 19 points.

This letter also documents the procedures TfNSW and council must follow so that funding to councils is administered in accordance with TfNSW's *Financial Arrangements with Councils for Road Management* (see internet page Local Government Relations under <https://roads-waterways.transport.nsw.gov.au/business-industry/partners-suppliers/lgr/arrangements-councils/financial-management.html> ).

TfNSW has a considerable amount of funds invested in a range of maintenance, safety and active transport projects that are to be delivered by councils. As a consequence, both TfNSW and council need to adhere to this process and the schedule for the effective delivery of these projects under the various programs. The key requirements that council must adhere to as part of its acceptance of project funding is outlined below, with further detail and key dates provided in Attachments A and B.

1. Council provides written acceptance of funding (Attachments C and D).
2. Council submits monthly status reports.
3. Council submits invoices and evidence of work completed.
4. Construction is to be completed by **31 May 2023**
5. Any variations to scope or cost must be discussed with your TfNSW Local Government Program Coordinator and approved by TfNSW Manager Local Government.

---

#### Transport for NSW

51-55 Currajong Street, Parkes NSW 2870 | PO Box 334, Parkes NSW 2870  
T 13 22 13 | W [transport.nsw.gov.au](http://transport.nsw.gov.au)



**Attachments:**

- A. Key requirements for acceptance of NSW Government funding
- B. Key dates
- C. Council acceptance of NSW Government funding
- D. Council initial financial forecast and key milestone dates

**Please complete Attachments C and D and return a signed copy of each to TfNSW by 5pm Wednesday 21 September 2022 via email: [LGwestern@transport.nsw.gov.au](mailto:LGwestern@transport.nsw.gov.au)**

For any further enquiries about information in this letter please contact your TfNSW Local Government Program Coordinator.

Yours sincerely



**Kristine Boggs**

Manager Local Government – West Region  
Community & Place  
Regional and Outer Metropolitan  
Transport for NSW

# Attachment A - Key Requirements for Acceptance of NSW Government Funding

## Key requirements for funding

There are several compliance phases throughout the life of a project that need to be adhered to if funding is to be offered and maintained. The performance of Council against these compliance phases will be monitored and reported on by TfNSW.

### 1. Council acceptance of funds and Council project program plan

Council must notify TfNSW that they will accept the funding offered by TfNSW by **Wednesday 21 September 2022**. If Council requires more time to process the funding approval they should advise TfNSW before this date. Council is required to submit **Attachment C - Council Acceptance of TfNSW funding** form when accepting the funds offered by TfNSW.

In addition to the acceptance Council must also submit **Attachment D, financial forecast** sheet.

### 2. Council monthly reporting

Each month, Council shall submit a report in the Council monthly invoice that includes the project detailed in this letter and its attachments.

The monthly report includes:

- The program and project numbers for each project along with a description / scope of each project in accordance with that funded proposal.
- Details of the progress of all works and the start and completion dates of construction.
- Cost estimation / actuals as follows:
  - Actual costs for each month prior to the current reporting month.
  - Actual costs for reporting month including an estimate for the value of works to be completed to the end of the month.
  - Forecast for each month after the reporting month to the end of the financial year.
  - Note that the cost estimate represents the works completed, not when Council receives invoices. Also, Council should be aware that this forecasting process does not generate payment.
- Risks, mitigations, and comments on the project. Comments should be detailed enough to give an accurate view as to the current status of the project.
- Work Health Safety (WHS) occurrences (any events or conditions that resulted in or had the potential to result in a noteworthy amount of damage of injury including any notifiable incidents).

Monthly reports shall be provided by no later than the dates in **Attachment B - Key dates**. Reports are encouraged to be submitted earlier than this. A report is still required to be submitted even if there has been no change to the previous month – in this case it should be noted that there is no change.

### 3. Invoicing

TfNSW will email Council the monthly Council Payment Invoice link. Council is to update the invoice including populating the milestone, forecast, expenditure and comments fields, as well as signing the Works Progress Certifications. The claim must not include GST. The invoice is to be updated and signed by the specified date in the TfNSW email. The council invoice functions as a monthly report, monthly financial forecast and certification of expenditure.

### 4. Project finalisation

The project is to be completed by **31 May 2023**. Any completion date later than 31 May 2023 being sought by Council must be accompanied by a formal variation request letter from Council's General Manager (GM). The final tax invoice and completion report are to be submitted within a month of the completion of the project. **Note that any approved allocated funding not spent prior to 30 June 2023 will lapse.** TfNSW will only pay for actual and completed works at this date and is unable to pay bills for any incomplete project works not billed at this date. No project funds will be rolled over to the next financial year. For works completed in June 2023 but not claimed in the June invoice, Council are to provide evidence of completed work and expenditure of completed work and expenditure to enable an accrual of funds. If evidence is not provided, funds will lapse and will not carry beyond 30 June 2023 and Council will be responsible for covering all remaining costs to complete the project.

On completion of the works the TfNSW post completion report is to be completed.

### 5. Scope, time and cost changes / variations

Any change of scope, time or cost, for projects **MUST** be discussed as soon as possible with the TfNSW Regional Local Government Programs Coordinator. Council must formally request and detail in writing the proposed scope changes to the Manager Local Government. No works are to commence prior to receiving written approval for the change from TfNSW and a revised forecast is agreed to in writing. Note that a change of scope may result in a revised funding allocation.

### 6. Media Communications

Council must notify TfNSW before making any public announcement regarding the above project.

## **7. Work Health and Safety**

Council will comply with WHS Laws (*Work Health and Safety Act 2011, Work Health and Safety Regulation 2011*).

Council acknowledges that under WHS Laws, it has a primary duty of care to ensure, so far as is reasonably practicable:

- The health and safety of workers; and
- That's the health and safety of others is not put at risk from the works.

Council acknowledges and agrees to consult, cooperate, and coordinate with other relevant persons about matters relating to shared risks and the health, safety and welfare of the workers.

Council will have a system in place to manage work health and safety risks that is sufficiently resourced and implemented.

If a notifiable incident occurs, the Council must notify:

- SafeWork NSW immediately, and
- TfNSW within 24 hours.

Council will exercise due diligence in the selection of workers to carry out works and impose the requirements set out above, to the extent possible.

## **8. NSW Funding Acknowledgement Guidelines**

Please note that acknowledgement of NSW Government Funding is a condition of the funding. Please refer to the Funding Acknowledgement guidelines (<https://www.nsw.gov.au/sites/default/files/2020-02/Funding-acknowledgement-guidelines.pdf>).

Councils are required to send in photographic evidence of the appropriate signage in place at both the beginning of the project (within 30 days of construction start date) and also at the end of the project (appropriate signage within 30 days of the completion of construction). Signage must remain in place for one year after project completion and must be located at each end of the project. Final payments for projects are conditional on compliance with this requirement.

TfNSW may undertake random audits of Council projects, at any time, to ensure compliance is being met.

TfNSW looks forward to working with Council to achieve the successful delivery of this project.

## Attachment B - Key Dates

<b>Milestone</b>	<b>Submission Date</b>
<b>Council accepts funding and provides initial forecasts.</b>	<b>21 September 2022</b>
<b>Completion of project</b>	<b>31 May 2023</b>
<b>Submission of post completion reports</b>	<b>14 June 2023</b>
<b>Monthly Council Invoice</b>	<b>Working day 1</b>

## Attachment C - Council Acceptance of TfNSW funding

Brewarrina Shire Council hereby accepts TfNSW funding for the following project:

Project Name	Project Number	Project Description	2022/23 Funding Offered	Council Contribution
22-23 REPAIR Brewarrina MR70 Goodooga Rd	TBA	MR70 Goodooga Road 8m sealed width to accommodate two 3.5m wide traffic lanes. Double spray seal with 1m gravel shoulder on both sides.	\$400,000	\$400,000

Council confirms acceptance of TfNSW funding on the terms and conditions outlined in TfNSW's funding letter and attachments.

- Council will complete all necessary planning, design, road safety audit, public consultation, WHS considerations and environmental assessment for this project.
- Council will satisfy the requirements of the NSW Government Funding Acknowledgement Guidelines. More information on use of the NSW Government brand is available at <http://sc.dpc.nsw.gov.au/branding>
- Council will complete the project in accordance with the agreed scope and meet all specified completion dates noted in the TfNSW letter and attached notes.
- Council will submit a monthly financial and milestone report.
- **Council will complete the project by 31 May 2023.** TfNSW will only pay for actual and completed works and is unable to pay bills for any incomplete project works. No funds will be rolled over to the next financial year. If Council are unable to complete the project by 31 May 2023 Council may be ineligible for funding through the 23/24 REPAIR program. Note: If Council advise TfNSW that a project is being withdrawn, any costs relating to the withdrawn project will be the responsibility of Council.
- Council will complete the Post Completion Report to certify that the approved scope of work has been completed and the final costs incurred.

**General Manager Signature:**

**Print Name:**

**Date:**

Please retain a copy of this funding acceptance letter for Council records.

## Attachment D - Initial Financial Forecast and Key Milestone Dates

Please provide an initial financial forecast of the expected dollar value and key milestone dates in the tables below.

Monthly reporting will also be required to be completed via Council’s monthly invoice and must include a forecast figure of work expected to be completed in forward months.

### Financial Forecast

Please provide an initial financial forecast for the expected dollar value of works (TfNSW grant amount only) to be completed for the year against the project in the table below.

Project Name	Project Number	Funding Offered	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023
22-23 REPAIR Brewarrina MR70 Goodooga Rd	TBA	\$400,000												

### Milestone Dates

Please provide key milestone dates for the project below.

Project Name	Project Number	Funding Offered	Detailed Design Approved or Development Complete	Funding Signage Installed	Start of Construction	Construction Complete	Post Completion Report
22-23 REPAIR Brewarrina MR70 Goodooga Rd	TBA	\$400,000					

"I have the authority to complete the monthly financial report on behalf of Brewarrina Shire Council

**Council Contact Name:**

**Title:**

**Contact Number:**

**Signature:**

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# BREWARRINA SHIRE COUNCIL

Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>BANK RECONCILIATION &amp; INVESTMENTS</b>	<b>DOC REF:</b> GM: 8
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<b>REPORT BY:</b>	Hilary Hertslet Rates Officer	<b>DATE</b> 07/09/2022
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## 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 31<sup>st</sup> August 2022. The presentation of this information is not a requirement of any Act, however it has been provided historically for the information of Councillors.

<b>Bank Reconciliation for 31<sup>st</sup> Aug 2022</b>	
<b>Cash book</b>	
Opening Cashbook balance	531,189.32
Add: Receipts	5,430,869.58
Add: Recalled investments	300,000.00
Less: Payments	3,822,267.24
Less: Investments	2,000,000.00
<b>Current Cashbook Balance</b>	<b>439,791.66</b>
<b>Council Operating Account</b>	
Opening Statement Balance	523,003.06
Add: Receipts	5,297,144.78
Add: Recalled investment	300,000.00
Less: Payments	3,680,772.24
Less: Investments	2,000,000.00
<b>Current Statement Balance</b>	<b>439,375.60</b>
Add: Unpresented Receipts	614.55
Less: Unpresented Payments	198.49
<b>Reconciliation Balance</b>	<b>439,791.66</b>
<b>Difference</b>	-

## 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
82	NAB	2,000,000.00	122 days @ 1.60%	19/09/2022
88	NAB	2,000,000.00	91 days @ 2.25%	19/09/2022
107	CBA	4,000,000.00	60 days @ 2.35%	17/10/2022
108	CBA	5,000,000.00	90 days @ 2.86%	22/11/2022
109	CBA	2,000,000.00	92 days @ 2.72%	04/11/2022
At Call	CBA	-	at call - variable	
Bos At call	CBA	2,300,000.00	at call - variable	
<b>Total</b>		<b>19,300,000.00</b>		

### 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.

\_\_\_\_\_  
Rizwan Mushtaq  
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.*

\_\_\_\_\_  
David Kirby  
General Manager

### ATTACHMENTS:

Nil

***REPORTS FOR INFORMATION***

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## BREWARRINA SHIRE COUNCIL

Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>REPORTS FOR INFORMATION</b>	<b>DOC REF:</b> Item: a
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<b>REPORT BY:</b>	David Kirby <b>General Manager</b>	<b>DATE:</b> 15/09/2022
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**IP&R REFERENCE:**

**Objective 5.2: A Council that provides quality service to ratepayers and residents and delivers cost-effective services to these customers**

**PURPOSE:**

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

**RECOMMENDATION:**

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

**CONTENT:**

This report will cover the July Status Report, the Information Reports for each department that was compiled during the reporting period and Correspondence for Information. (All reports attached)

The reports will be received in the following order;

- **Status Report**
- **Information Report**
  - a. General Manager / Mayor
  - b. Roads
  - c. Plant
  - g. Library
  - h. Human Services
  - k. CDC
  - m. Human Resources
- **Items for Correspondence:**
  1. Telco Authority – Critical Communications Enhancement Program in Brewarrina Shire Council LGA
  2. Council Circular – 22-24 - Consultation on draft Model Media Policy
  3. Council Circular – 22-25 - New standard contracts of employment for general managers and executive officers and updated guidelines for the appointment and oversight of general managers
  4. Council circular – 22-26 - Her Majesty the Queen

**GOVERNANCE IMPLICATIONS: NA**

**CONCLUSION:**

To inform Council of the monthly activities undertaken by the various departments within the Council.

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David Kirby  
General Manager

**ATTACHMENTS:**

- **Status Report**

- Information Report**

- a. General Manager / Mayor
  - b. Roads
  - c. Plant
  - g. Library
  - h. Human Services
  - k. CDC
  - m. Human Resources

- **Items for Correspondence:**

1. Telco Authority – Critical Communications Enhancement Program in Brewarrina Shire Council LGA
2. Council Circular – 22-24 - Consultation on draft Model Media Policy
3. Council Circular – 22-25 - New standard contracts of employment for general managers and executive officers and updated guidelines for the appointment and oversight of general managers
4. Council circular – 22-26 - Her Majesty the Queen

**Status Report: Council Resolutions and Tasks to be Finalised.**

27th July 2018 - Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
134/18	GM	<p><b>RESOLVED on MOTION by Councillor Pippas Seconded by Councillor Chapman;</b></p> <p><b>That Council accept the grant from the Office of Local Government and note the requirement to utilise the funding for the purposes of developing compliant plans under the Crown lands Management Act for crown reserves.</b></p>	<p><b>06/09/2022 – Plans referred to Crown lands for comment – No change</b></p> <p>17/02/2022 – No Change.</p> <p>11/10/2021 – In progress – still waiting on approval.</p> <p>14/09/2021 – Sought approval for Draft Management Plans from Crown Lands – proceeding.</p> <p>16/08/2021 – No Change.</p> <p>12/07/2021 – No Change.</p> <p>15/06/2021 – Land Categorisation awaiting response from Crown Lands</p> <p>11/05/2021 – Referred Categorisation to Crown Lands – advertising not required.</p> <p>13/04/2021 – Report to Council this month.</p> <p>15/03/2021 – Draft report received for review.</p> <p>15/02/2021 – Had site visits, awaiting draft reports</p> <p>16/11/2020 General Manager had follow up meeting with Dubbo Regional Council and a new consultant has been appointed.</p> <p>12/10/2020 No Change waiting consultant.</p> <p>15/09/2020 No Change waiting consultant.</p> <p>16/03/2020 – 17/08/2020 No Change waiting consultant.</p> <p>10/02/2020 Anticipating consultant undertaking project in March.</p> <p>17/07/2019 – Dubbo Regional Council are drawing up the plans and they are progressing.</p> <p>14/06/2019 – Meeting with Crown Lands and discussed Councils view</p> <p>13/05/2019 – Engaged Contractor with the assistance Dubbo Regional Council to prepare plans.</p> <p>7/3/2019 GM discussed with GM of Dubbo Regional City regards joint project to produce plans.</p> <p>12/02/2019 – General Manager to meet with Dubbo City Council to pursue joint project.</p> <p>30/11/2018 Funding Received</p> <p>16/10/2018 – In Progress</p> <p>13/08/2018 – Awaiting action plan.</p>

**Status Report: Council Resolutions and Tasks to be Finalised.**

24th July 2020 - Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
98/20	GM	<p><b>RESOLVED on MOTION by Councillor Wheatley, Seconded by Councillor Slack-Smith;</b></p> <p><b>That Council endorse the proposal for the Council to utilise funding from the Local Roads and Community Infrastructure Fund for the following identified projects:</b></p> <ol style="list-style-type: none"> <li><b>1. Goodooga Road Rest Stop Budget \$100k</b></li> <li><b>2. Weilmoringle Tennis Courts \$100k</b></li> <li><b>3. Culgoa Tennis Courts \$80k</b></li> <li><b>4. Tourism Signage – with proposals to be discussed and referred to Council \$80k</b></li> <li><b>5. Fish Traps interpretative Signage, new seating revamp of the carpark &amp; viewing platform etc. \$160k.</b></li> <li><b>6. Balance of funds approx. \$260 to be allocated on dollar for dollar basis with R2R funds for road repair up North.</b></li> </ol>	<p><b>06/09/2022 – Finalising Tourism Signage – No change</b></p> <p><del>11/11/2021—</del></p> <p><del>1. Completed.</del></p> <p><del>2. Completed.</del></p> <p><del>3. Completed.</del> } Waiting on tennis net post + nets.</p> <p><del>4. Nearing completion</del></p> <p><del>5. Nearing completion.</del></p> <p><del>6. Completed.</del></p> <p><del>14/09/2021—</del></p> <p><del>1. Completed.</del></p> <p><del>2. Completed.</del></p> <p><del>3. Synthetic grass to be laid.</del></p> <p><del>4. Still waiting on available staff to install huts.</del></p> <p><del>5. Nearing completion.</del></p> <p><del>16/08/2021—</del></p> <p><del>1. Completed.</del></p> <p><del>2. Completed.</del></p> <p><del>3. In Progress.</del></p> <p><del>4. Panels going to print— waiting on staff to get huts in.</del></p> <p><del>5. Nearing completion.</del></p> <p><del>12/07/2021— In progress.</del></p> <p><del>15/06/2021— In progress</del></p> <p><del>11/05/2021—</del></p> <ul style="list-style-type: none"> <li><del>• Frames for tourism signage have been delivered</del></li> <li><del>— some require re-welding; otherwise are ready to be put up.</del></li> </ul> <p><del>14/03/2021—</del></p> <ol style="list-style-type: none"> <li><del>1. Goodooga Rest Stop Completed.</del></li> <li><del>2. Tennis Courts upgrade have been put on hold due to wet weather.</del></li> <li><del>3. Frames for tourism signage are to be delivered in May.</del></li> <li><del>4. Land Scaping at Barbwire Park has been put on hold due to rising water.</del></li> <li><del>5. Re-sheeting Completed.</del></li> </ol> <p><del>15/03/2021—</del></p> <ol style="list-style-type: none"> <li><del>1. Goodooga rest stop completed, to final inspection.</del></li> <li><del>2. Weilmoringle and Culgoa Tennis Court contracts awards.</del></li> <li><del>3. Frames for tourism signage to be transported to Brewarrina next week.</del></li> </ol>



**Status Report: Council Resolutions and Tasks to be Finalised.**

			<p>4. Landscapers to start in April at Barbwire Park.</p> <p>5. Re-sheeting completed, minor item outstanding.</p> <p>15/02/2021-</p> <ul style="list-style-type: none"> <li>Goodooga Rest Stop – Concrete Slab completed, awaiting on plumbing and shower heads,</li> <li>Weilmoringle and Culgoa Tennis Court – Works Commence March 2021.</li> <li>Landscape designer to come and inspect the park at the fish traps on 18<sup>th</sup> Feb.</li> </ul> <p>16/11/2020-</p> <ul style="list-style-type: none"> <li>Goodooga Road Rest Stop Budget \$100k- AWARDED.</li> <li>Weilmoringle and Culgoa Tennis Courts – TENDERS RECALLED.</li> </ul> <p>12/10/2020 In progress  15/09/2020 In progress  17/08/2020 In progress, submissions /proposals to council – See report to Council.</p>
<b>27th November 2020 – Ordinary Council Meeting</b>			
<b>Resolution Number</b>	<b>Officer Action</b>	<b>Information:</b>	<b>Action Taken:</b>
<b>159/20</b>	<b>GM</b>	<p><b>RESOLVED on MOTION by Councillor Stanton, Seconded by Councillor Loughnan;</b></p> <p><b>That Council endorse the proposal with the following amendments for the Council to utilise funding from the Local Roads and Community Infrastructure Fund Extension for the continuing replacement of road safety ramps and other programs as follows;</b></p> <ul style="list-style-type: none"> <li><b>Road Safety Grid Program allocation of \$200,000.00</b></li> <li><b>Goodooga Skate Park allocation of \$100,000.00</b></li> <li><b>Brewarrina Memorial Park Picnic Areas allocation of \$100,000.00</b></li> <li><b>Brewarrina Memorial Pool – Toddlers Pool allocation of \$190,000.00</b></li> </ul>	<p><b>10/08/2022 – In progress – Tender specifications to be organised to go out in June – In Progress – No Change</b></p> <p>17/02/2022 – No Change.</p> <p>11/11/2021 –</p> <ul style="list-style-type: none"> <li>Not started.</li> <li>Update from Council decision to be actioned.</li> <li>Ongoing</li> <li>Ongoing.</li> </ul> <p>14/09/2021 – Ongoing.</p> <p>16/08/2021 – Ongoing.</p> <p>12/07/2021 – Ongoing.</p> <p>15/06/2021 – Road safety grid program queried awaiting final approval.</p> <p>11/05/2021 – Local Roads and Community Infrastructure Program Phase 2 Work Schedule – Project Nomination completed and submitted – awaiting confirmation that work can proceed.</p>

**Status Report: Council Resolutions and Tasks to be Finalised.**

		18th December 2020 - Ordinary Council Meeting					
Resolution Number	Officer Action	Information:			Action Taken:		
<b>185/20</b>	<b>TM</b>	<p><b>RESOLVED on MOTION by Councillor Pippos Sec onded by Councillor Stanton;</b>  <b>That Council approves including the following contractors on the panel for fencing installation on the Brewarrina - Goodooga – Hebel Rd.</b></p>			<p><b>06/09//2022 – No change</b>                      17/02/2022 – Nearing Completion.                      11/10/2021 – Ongoing.                      14/09/2021 – No Change.                      16/08/2021 – No Change.                      12/07/2021 – Ongoing.                      15/06/2021 – Ongoing.                      11/05/2021 – No Change.                      13/04/2021 – Ongoing.                      15/03/2021 – Ongoing                      15/02/2021 – New Contractor on-site MKD fencing.</p>		
		Description	Unit	Unit Rate \$ + GST			
				MKD Fencing Pty Ltd Forest Grove - NSW		Red Dog Rural Contracting Duramana - NSW	GG & SG Halls Hebel - QLD
		Installing a 7 line 900 m Hinge Joint Roll	m	\$0.90		\$1.26	\$1.40
		Installing Steel Strainer	Each	\$20		\$20	\$50
		Installing end assemblies type “H”	Each	\$110		\$100	\$120
		Installing 14 foot Gate	Each	\$25		\$30	\$30
Installation Rate \$ per m		\$1.16	\$1.50	\$1.74			

**Status Report: Council Resolutions and Tasks to be Finalised.**

25th June 2021 - Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
75/21	TM	<p><b>RESOLVED on MOTION by Councillor Jeffries, Seconded by Councillor Wheatley; that:</b></p> <p>1. Council seeks community and relevant agency views on the proposed renaming of:</p> <ul style="list-style-type: none"> <li>- 'Jobs Gate Road' to 'Murrawarri Way'</li> <li>- 'East Culgoa Road' to 'Gandagari Drive'</li> <li>'West Culgoa Road' to 'Mundagutta Dreaming Track'</li> </ul>	<p><b>06/09/2022 – Letter to GMAC sent</b></p> <p>10/08/2022 – Draft Letter will be done and sent to GMAC as time has lapsed on this proposal</p> <p>17/02/2022 – No Change.</p> <p>11/10/2021 – Written to GMAC seeking further clarification regarding names – awaiting response.</p> <p>14/09/2021 – Report to Council this month.</p> <p>16/08/2021 – In Progress – mixed reviews.</p> <p>12/07/2021 – In progress.</p>
82/21	GM / CHB	<p><b>RESOLVED on MOTION by Councillor Stanton, Seconded by Councillor Loughnan; that Council note that the General Manager is authorised to approve the issue of a Stop Work Order concerning construction work being undertaken at Branglebar, provided he is satisfied that this is warranted, and that any submissions received from the owners (within the time given to respond) by Council in terms of the validity (or otherwise) of Development Consent 12-2001 have been reviewed and given due consideration.</b></p>	<p><b>06/09/2022 – Council awaiting response on issue of non-compliance with approval – No change</b></p> <p>17/02/2022 – Report to Council in Closed Session.</p> <p>11/10/2021 – Hearing set for 10 December – Council currently represented by Barristers and a Solicitor.</p> <p>14/09/2021 – Hearing set for 10 December – Council currently represented by Barristers and a Solicitor.</p> <p>16/08/2021 – Subject to Appeal from Land and Environment Court.</p> <p>12/07/2021 – Stop Work Order issued.</p>
23rd July 2021 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
97/21	GM	<p><b>RESOLVED on MOTION by Councillor Pippas, Seconded by Councillor Slack-Smith; that Council offer to sell blocks of land, Lots No. 35 to 45, excluding 40, between Cato and Culgoa Street for the purposes of establishing workshop and storage facilities for Lukas Building and Excavation and authorise the General Manager to offer a price of \$2,000 per block - \$22,000 total including GST, and execute the necessary documents.</b></p>	<p><b>06/09/2022 – No change</b></p> <p>17/02/2022 – No Change.</p> <p>11/10/2021 – Waiting on response.</p> <p>14/09/2021 – No Change.</p> <p>16/08/2021 – Lukas Building advised – awaiting response.</p>

**Status Report: Council Resolutions and Tasks to be Finalised.**

24th September 2021 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
118/21	UM	RESOLVED on MOTION by Councillor Pippos, Seconded by Councillor Slack-Smith; that Council approve the conceptual design of the proposed Brewarrina Aboriginal Fishtraps Viewing Platform.	06/09/2022 – EIS in progress – No change 17/03/2022 – No change 17/02/2022 – Development Application Process Initiated. 11/10/2021 – For public consultation – November edition of Bre News.
24th February 2022 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
11/22	GM	RESOLVED on MOTION by Councillor Pippos, Seconded by Councillor Stanton; that Council note the report and approve the General Manager to continue to examine options to enable Council to comply with ARIC guidelines once the review is completed.	06/09/2022 – No change
13/22	GM/EA	RESOLVED on MOTION by Councillor Pippos, Seconded by Councillor Jeffries; that Council seek community and relevant agency views on the proposed renaming of Goodooga Road to the “Ron Mason Highway” in honour of Mr. Ron Mason of Goodooga.	06/09/2022 – Report going to Council 10/08/2022 – Community Consultation feedback and Survey will be closing this week – Report going to Council next month 06/07/2022 – Community consultation form and Survey have been done & sent out to Brewarrina’s LGA’s – No change
23/22	GM	RESOLVED on MOTION by Councillor Jeffries, Seconded by Councillor Sheridan; that Brewarrina Shire Council work with the NSW Office of Local Government to enlist the services of an independent assessor to conduct a 360 review of all Management positions on Council. This motion is to be acted upon without delay.	06/09/2022 – Report going to Council 10/08/2022 – Referred to OLG email in agenda. Awaiting response from LGNSW.
25 <sup>th</sup> March 2022 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
35/22	GM	RESOLVED on MOTION by Councillor SHERIDAN, Seconded by Councillor FRAIL; That; Council’s defer consideration of this matter until an independent building inspection report can be carried out on the Memorial Hall.	06/09/2022 – No Change 06/07/2022 – Letter sent to IBA to consider RED! occupying the hall

**Status Report: Council Resolutions and Tasks to be Finalised.**

36/22	GM/ CHB	<p><b>RESOLVED on MOTION by Councillor JEFFRIES, Seconded by Councillor FRAIL;</b>  <b>That Council;</b>  <b>1. Advise that amendments (Standard Instrument LEP Agritourism Amendment Order) to the LEP be agreed to subject to the use requiring Development Consent from Council.</b>  <b>2. That Council’s Consultant Planner commence a review of the clauses of the LEP in relation to:</b>  <b>a) Concessional lots and all old villages in the Shire to see if extending the RU5 zones to existing lots and possible future expansions of the RU5 and /or R5 (Large Lot Residential) in and around the existing villages.</b>  <b>b) The minimum lot size for Community Title Schemes.</b></p>	06/09/2022 – Report going to Council
		22 <sup>nd</sup> April 2022 – Ordinary Council Meeting	
Resolution Number	Officer Action	Information:	Action Taken:
57/22	GM	<p><b>RESOLVED on MOTION by Councillor JEFFRIES, Seconded by Councillor PIPPOS;</b>  <b>That;</b>  <b>1. Council accept the proposal to build a new facility</b>  <b>2. RFS to reconsider the location due to being a residential area and ongoing contamination issues</b>  <b>3. A further detailed proposal be provided to Council before a final decision is made</b></p>	<p>06/09/2022 – No Change  10/08/2022 – Report going to Council this month</p>
96/22	GM/EA	<p><b>RESOLVED on MOTION by Councillor D GORDON, Seconded by Councillor PIPPOS;</b>  <b>That Council;</b>  <b>1. Council form a subcommittee for Stronger Country Communities Round 5 funding and prioritize works projects moving forward &amp; delegate the committee to authorise the prioritize list to be submitted under the funding.</b>   <b>2. That the Council Subcommittee meet on Thursday 11<sup>th</sup> August 2022 at 10am to discuss the latest proposals for SCCF Round 5.</b></p>	<p>06/09/2022 – Application has been submitted  10/08/2022 – No change  29/08/2022 – Council to form subcommittee for SCCF R5 &amp; meet to discuss priority list</p>

**Status Report: Council Resolutions and Tasks to be Finalised.**

26 <sup>th</sup> August 2022 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
110/22	GM	RESOLVED on MOTION by Councillor PIPPOS, Seconded by Councillor FRAIL; That; Council receive this report as information and consider implementing the buy local program for free camping at the Goodooga Bore Baths and the Brewarrina 4 Mile Camping Reserve and investigate appropriate signage.	06/09/2022 – No Change
114/22	GM	RESOLVED on MOTION by Councillor PIPPOS, Seconded by Councillor SHERIDAN; That; Council receive this report and consider the future options relating to the development of the Visitor Information Centre Auditorium after implantation of the Brewarrina town street Master plan.	06/09/2022 – No Change

## BREWARRINA SHIRE COUNCIL

Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>GENERAL MANAGER - DIARY</b>	<b>DOC REF:</b> Item: a
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<b>REPORT BY:</b>	David Kirby <b>General Manager</b>	<b>DATE:</b> 14/09/2022
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### **IPR / MANAGEMENT PLAN REFERENCE:**

Theme 4: A community with integrated leadership Governance.

### **PURPOSE:**

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

### **GENERAL MANAGER ACTIVITY:**

- 17/08/22 – Met with EPA regarding Sewage Treatment Plant
- 18/08/22 – Weilmoringle community meeting with Landowners regarding flooding issues.
- 18/08/22 – Met with Gold Club Committee regarding Council support.
- 23/08/22 – Far West group meeting, Department Regional Development
- 25/08/22- Western Area Health District meeting regarding community consultation.
- 25/08/22 – Regional NSW Monthly catch up meeting Krystal Bock.
- 30/08/22 – Economic Development Manager Interviews.
- 31/08/22 - Dental Student Program Meeting with Western LHD staff regarding dental placement program and how all stakeholders including the Bre Hospital, Bre AMS, Ochre Health, Bre LALC and Council can work together to build on the services potential
- 1/9/22 - Meeting with Mr Paul Scully, MP - Shadow Minister for Planning and Public Spaces. To discuss the impact of the Biodiversity Offset Scheme on rural and regional development to ask for a complete review of the Planning Act as it relates to this part of the world should Labour win the March election.
- 1/9/22 - Inspector General Water Compliance former Deputy Premier Troy Grant catch up meeting with General Manager and Mayor regarding future water compliance and what role Councils play.
- 6/09/22 - Tourism opportunities meeting for Brewarrina Cultural Museum with Bill Wavish a representative for the museum. Main issues discussed were the opportunity for Capital Funding at Museum.
- 7/9/22 - Meeting with Office of Regional Youth Officer Adam McLean regarding new grant funding announced for youth. Council advised that it will be applying for a multi-purpose/PCYC type facility.
- 12/09/22 – Arc Blue Procurement Management meeting.
- 14/9/22 - Meeting with Marianne Gale the Acting Chief Health Officer regarding the risk of Japanese Encephalitis and what Councils need to be aware of moving forward.

## INFORMATION DISTRIBUTED TO COUNCILLORS

18/08/2022	EA	OLG Fortnightly Newsletter
22/08/2022	EA	Coulton's Catch Up
24/08/2022	EA	MDBA – Meeting invitation
25/08/2022	EA	Council Circular 22-23 – Audit of Written returns of interests
29/08/2022	EA	LGIU Information
31/08/2022	EA	Council Circular 22-24 Consultation on draft Model Media Policy
31/08/2022	EA	Council Circular 22-25 New standard contracts of employment for general managers and executive officers and updated guidelines for the appointment and oversight of general managers
01/09/2022	EA	OLG Fortnightly Newsletter
03/09/2022	GM	Weekly Wrap Up
02/09/2022	EA	MDBA – Cancellation of Meeting
06/09/2022	GM	Notice of Natural Disaster Declaration Extension Information
13/09/2022	GM	Weekly Wrap Up
14/09/2022	EA	Change of Date email for Council Meeting

**CONSULTATION:**

Various Staff, Councillors & Agencies.

**GOVERNANCE IMPLICATIONS:**

For Information.

**CONCLUSION:**

For Council Information.

**RECOMMENDATION:**

That Council receive the General Manager Diary Report as information.

\_\_\_\_\_  
David Kirby  
General Manager

**ATTACHMENTS:** Nil



# BREWARRINA SHIRE COUNCIL

Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>MAYOR - DIARY</b>	<b>DOC REF:</b> Item: a2
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<b>REPORT BY:</b>	David Kirby <b>General Manager</b>	<b>DATE:</b> 15/09/2022
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**IPR / MANAGEMENT PLAN REFERENCE:**

**Theme 4:** A community with integrated leadership Governance.

**PURPOSE:**

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

**MAYOR ACTIVITY:**

- 5/09/2022 – Child Protection Day
- 8/09/2022 – Meeting with Kim O'Connor – Sydney Uni School of Rural Health Student doctor placements program for 2023
- 15/09/2022 – Teleconference with LGNSW President Darriea Turley

**CONSULTATION:**

*Various Staff, Councillors & Agencies.*

**GOVERNANCE IMPLICATIONS:**

For Information.

**CONCLUSION:**

For Council Information.

**RECOMMENDATION:**

**That Council receive the Mayors Diary Report as Information.**

\_\_\_\_\_  
David Kirby  
General Manager

**ATTACHMENTS:**

Nil

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## /BREWARRINA SHIRE COUNCIL

**Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022**

<b>TITLE:</b>	<b>ROADS INFORMATION REPORT</b>	<b>DOC REF:</b> Item: b
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<b>REPORT BY:</b>	Tim Williams <b>Transport Manager</b>	<b>DATE:</b> 12/09/2022
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**IP&R REFERENCE:**

**Theme 1:** A Growing Economy

- E2.10 Set priorities to improve local roads

**Theme 2:** A Healthy Natural Environment

- H1.2.6.15 Provide services to manage and maintain rural roads.

**Theme 3:** A Caring Community

- C5.4.1 Support local residents ability to access Services available in regional centres

**PURPOSE:**

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

**CONTENT:**

**Maintenance Works:**

Maintenance works are progressing well around the shire, crews have been conducting patching works, guide posting and signage works were required. Crews are being hindered by wet weather but are still progressing well. We are having issues with grading crews completing roads and soon after a rain event happens and the roads are destroyed by traffic and needing to be reworked. Crew's conducted gravel patching works conducted on the Gongolgon – Byrock and Twin Rivers roads to help fix a few of the grids and causeways along these roads.

Maintenance Grading works were conducted on the following roads:

<b>Road Name</b>	<b>KMs Completed</b>
Twin Rivers Road	20kms
Gongolgon – Byrock Road	54kms
Town Streets	10kms

**Road Maintenance Council Contract (RMCC)**

Works have been coming along well with the RMCC crews. The crews have been conducting inspections, patching works, signage works and vegetation works. Tech services have received the scope for the heavy patching, reseal works, and are working with contractors to put together a works program to be completed later in the year. This will include heavy patching and resealing on Arthur Hall Way and Kamilaroi Hwy at several segments.

## **Capital Works**

### **Jobs Gate Rd – Stage 02 & 03**

Works on the Jobs Gate road during August are back under way and full steam ahead. The crews have completed 2km of earthworks and subgrade work ready for base to carted and spread. It is estimated that works on stage two (2) will be completed by late November 2022. Crews will then move onto stage three (3).

### **Flood Damage works**

Currently we are conducting inspection works along each road to pick up the extent of damage along our road network. A consultant has been engaged to help with sorting and inputting the data into the recover software so a scope of work can be assessed and approved. Once approval is given on a scope then crews can begin working on getting it completed.

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David Kirby  
General Manager

**ATTACHMENTS:** Nil.

## BREWARRINA SHIRE COUNCIL

**Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022**

<b>TITLE:</b>	<b>PLANT REPORT</b>	<b>DOC REF:</b> Item: c
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<b>REPORT BY:</b>	Jake Boney <b>Workshop Supervisor</b>	<b>DATE:</b> 14/09/2022
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**IP&R REFERENCE:**

Theme 2: A Healthy Natural Environment - H.1.2.6 Council Assets

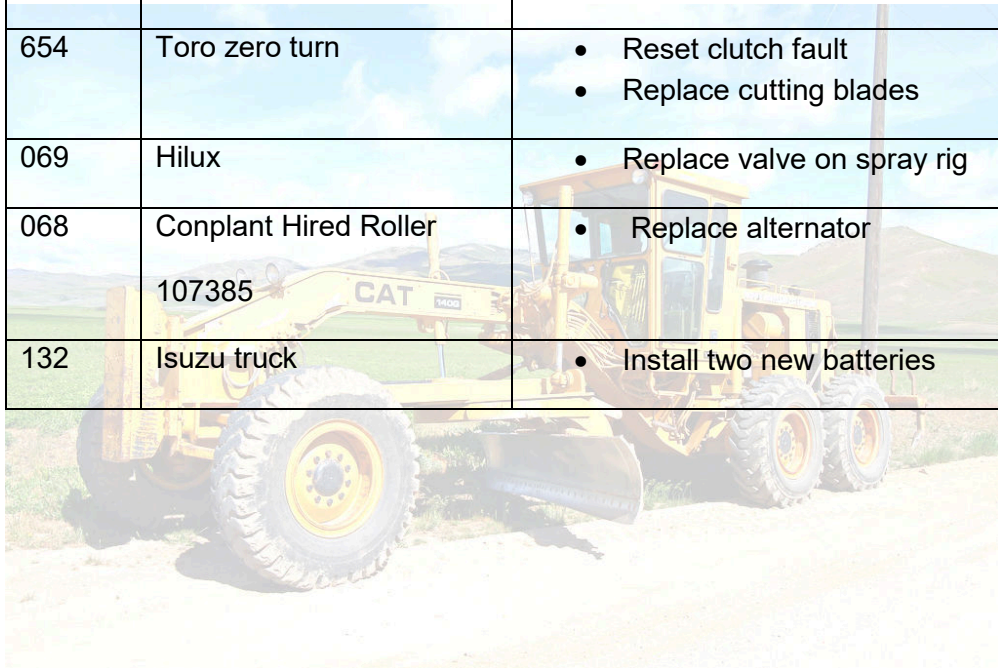
**PURPOSE:**

The purpose of this report is to update Council on the status on the 2022 Fleet Performance for the period ending XXXXX 2022. This is a monthly plant report showing the current position of Council's Fleet.

Plant No	Plant Number Description	Work Performed
861 + 862	Kahmoo camp gensets	<ul style="list-style-type: none"> <li>• Carry out engine services every 10 days</li> <li>• Service and valve adjustments</li> </ul>
123	Jet Patcher	<ul style="list-style-type: none"> <li>• Replace air solenoids for rear emulsion sprays</li> </ul>
205	CAT 16G	<ul style="list-style-type: none"> <li>• Replace air compressor</li> <li>• Replace brake air valves</li> </ul>
087	Hilux	<ul style="list-style-type: none"> <li>• Service carried out</li> <li>• Tyres replaced</li> </ul>
721	Low Loader	<ul style="list-style-type: none"> <li>• Rego defects</li> <li>• Replaced rear marker plates</li> <li>• Repair air leaks</li> <li>• Replace tyres</li> <li>• Replace brake liners</li> </ul>
201	John Deere 770 G	<ul style="list-style-type: none"> <li>• Remove and diagnose differential</li> </ul>
781/782	Portable Traffic Lights	<ul style="list-style-type: none"> <li>• Replace all batteries</li> <li>• Test functions</li> </ul>
720	Plant Trailer	<ul style="list-style-type: none"> <li>• Replace tyre</li> </ul>
554	Rubber tyre roller Kahmoo	<ul style="list-style-type: none"> <li>• Replace tyre</li> </ul>
819	Wacker packer	<ul style="list-style-type: none"> <li>• Clean carburettor</li> </ul>
073	Hilux Ute	<ul style="list-style-type: none"> <li>• Replace phone booster antenna</li> </ul>
138	Isuzu tipper	<ul style="list-style-type: none"> <li>• Replace LHR tailgate post</li> </ul>

548	Rubber tyre roller Byrock road Kahmoo	<ul style="list-style-type: none"> <li>• Replace tyre</li> <li>• Service</li> </ul>
215	John Deere Grader	<ul style="list-style-type: none"> <li>• Service carried out</li> </ul>
139	Garbage Truck	<ul style="list-style-type: none"> <li>• Service carried out</li> <li>• Replaced LHR mud flap</li> <li>• Repair RH mirror</li> </ul>
722	Yellow side tipper	<ul style="list-style-type: none"> <li>• Transported to Iron Earth Diesel Dubbo for repairs</li> </ul>
074	Hilux	<ul style="list-style-type: none"> <li>• Service</li> <li>• Replace front tyres</li> </ul>
078	Isuzu D-max	<ul style="list-style-type: none"> <li>• Service</li> <li>• Replace front tyres</li> </ul>
079	Isuzu D-max	<ul style="list-style-type: none"> <li>• Carry out service</li> <li>• Replace four tyres</li> </ul>
081	Hilux	<ul style="list-style-type: none"> <li>• Carry out service</li> </ul>
109	Mack Titan	<ul style="list-style-type: none"> <li>• Replace PTO</li> <li>• Repair cab airbag mount</li> <li>• Cruise control issue rectified</li> <li>• Repair PTO fitting</li> </ul>
043	Hilux	<ul style="list-style-type: none"> <li>• Rotate tyres</li> </ul>
042	Hilux	<ul style="list-style-type: none"> <li>• Fit lift kit</li> <li>• Repair flashing light</li> <li>• Air bag fault – still under warranty, picked up by tow truck and transported to Nyngan</li> </ul>
055	Hilux	<ul style="list-style-type: none"> <li>• Carry out service</li> </ul>
082	Hilux	<ul style="list-style-type: none"> <li>• Replace all four tyres</li> </ul>
068	Hilux	<ul style="list-style-type: none"> <li>• Carry out service</li> </ul>
062	Triton	<ul style="list-style-type: none"> <li>• Replace brake pads</li> </ul>
066	Hilux	<ul style="list-style-type: none"> <li>• Carry out service</li> </ul>
073	Hilux	<ul style="list-style-type: none"> <li>• Carry out service</li> </ul>

		<ul style="list-style-type: none"> <li>• Rotate tyres, replace POS 1 and 2 tyres</li> </ul>
040	Hilux	<ul style="list-style-type: none"> <li>• Carry out service</li> </ul>
201	John Deere 770 G	<ul style="list-style-type: none"> <li>• Install refurbished differential housing</li> <li>• Install fittings, hydraulic and coolant lines</li> <li>• Waiting one fitting to fill oils and start machine</li> </ul>
810	U Force 1000 EPS	<ul style="list-style-type: none"> <li>• Install spray rig</li> <li>• Fit number plate</li> <li>• Install belly guards and roo bar</li> </ul>
048	Yetta – Lawn mowers	<ul style="list-style-type: none"> <li>• Drain stale fuel</li> <li>• Clean carburettors</li> </ul>
658	John Deere zero turn	<ul style="list-style-type: none"> <li>• Replace RHF wheel</li> </ul>
654	Toro zero turn	<ul style="list-style-type: none"> <li>• Reset clutch fault</li> <li>• Replace cutting blades</li> </ul>
069	Hilux	<ul style="list-style-type: none"> <li>• Replace valve on spray rig</li> </ul>
068	Conplant Hired Roller 107385	<ul style="list-style-type: none"> <li>• Replace alternator</li> </ul>
132	Isuzu truck	<ul style="list-style-type: none"> <li>• Install two new batteries</li> </ul>



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# BREWARRINA SHIRE COUNCIL

## Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>BREWARRINA LIBRARY</b>	<b>DOC REF:</b> Item: g
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<b>REPORT BY:</b>	Carol Norton Library officer	<b>DATE:</b> 02/09/2022
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**IPR REFERENCE:**  
Theme 3 – A Caring Community – C5.4.1.5

**PURPOSE:**  
To inform Council on the activities of the Brewarrina Shire Council Library. For December 2021-January 2022.

**CONTENT:**

Brewarrina Shire Council is affiliated with North West Slopes and Plains Regional Library. This partnership includes Moree, Walgett, Lightning Ridge, Mungindi and Brewarrina. Brewarrina contributes to the regional partnership by way of a subscription each year which enables Brewarrina to have access to the regional Library Management system for management of books and also regular book exchanges. The reasonable small amount this does cost the council out weighs the cost of council buying new books ourselves and managing and maintaining a Library Management system.

**Saturday Morning Program**

NSW State library increased funding which has given Council the opportunity to increase service delivery for community to access and utilise the wonderfully new renovated library space and technologies. At present in recess owing to COVID restrictions.

**Book Club**

Saturday Morning Book Club Program commenced on the 28th May 2022. On Saturday 20<sup>th</sup> August we met at Muddy Waters for Book Club to review “An Iron Rose” by Peter Temple. We had 3 patrons attended and 2 apologies. Had a great discussion re the book with other subjects as well. We had an enjoyable morning.

I gave out the next month’s book “The Giver of Stars” by Jo Jo Moyes to be reviewed on Saturday 24<sup>th</sup> September 2022 10.30 am at Muddy Waters.

**Local History Project** will be starting to catalogue local history objects and documents.

**Professional Development**

Spydus 10.5 upgrade went live on the 11<sup>th</sup> November 2020.

**Big Sky Library (BSL) Strategic Planning**

BSL has contracted a consultant to review, gather and interpret all necessary information from stakeholders during this month using online platforms. This information will be collated to form the new BSL strategic plan for the next 3-5 years. A copy will be attached when it is complete.

**Monthly Activity Statistics:**

<b>ACTIVITY</b>	<b>CUSTOMER VOLUME-per month</b>
Number of books renewed	53
Number of books returned	64
Number of books requested from other libraries	5
Library Computer Bookings	25
Library books through kiosk	2
Library visits	194
Number of new members signed up or re-registered	3

<b>Library Use</b>	<b>Total</b>
Borrowing	53
Public PC	25
iPad table	10
WiFi	4
Play	5
Reading (eg. newspapers)	1
Reading (eg. books)	0
VR	0
Relaxing	12
Other:	25
Membership	508

On Thursday 18<sup>th</sup> August 2022 From 1pm -2pm The Library hosted A Service NSW Information Session we had 13 people attended. They found out about Rebates and Saving options for people over 70 years of age living in NSW.

## BREWARRINA SHIRE COUNCIL

**Agenda Submission for Ordinary Meeting held Wednesday 21<sup>st</sup> September 2022**

<b>TITLE:</b>	<b>BREWARRINA SERVICES AUSTRALIA</b>	<b>DOC REF:</b> Item: h
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<b>REPORT BY:</b>	Carol Norton <b>Services Australia</b>	<b>DATE:</b> 02/09/2022
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**IPR REFERENCE:**

**Theme 3 – A Caring Community – C5.4.1.2 and C5.4.1.1 Provision SERVICES AUSTRALIA, Services**

**PURPOSE:**

To inform Council on the activities of the Brewarrina Shire Council Services Australia Agent. For December 2021 - January 2022.

**CONTENT:**

Brewarrina Shire Council has entered into an Agreement with Services Australia for the provision of services to Brewarrina. This agreement provides council with payment to cover 25 hours per week.

With the changes with Centrelink we now provide all Federal Government services on the Centrelink computers such as:

• Centrelink	• Medicare	• Child Support
• Australian tax Office		

**Monthly Activity Statistics:**

Below is the breakdown of the monthly statistics that we send to Centrelink:

Centrelink	76
Medicare	2
Child Support	0
OTHER ATO	5
Australian Hearing	0
Lodge Form/Document	0
Assist with POI	2
Assist with Forms Completion	2
Provide Form/Publication	13
Refer to DHS Smart (Call) Centre	29
Refer to other	0
Register Customer for self service	10
Assist customer with self service	46
Assist with use of DHS equipment	42
Interpret/Translate	
Respond to General Enquiry	53

Less than 5 minutes	43
5 to 15 minutes	23
15 to 30 minutes	11
Over 30 minutes	21

As part of the Centrelink response to Coronavirus, Brewarrina Agency has been asking clients to sign in, and for those from out of town, to provide contact details, in the advent of an outbreak, which would be passed to health authorities to assist with tracing.

Counts of service	Residency
72	Brewarrina

## BREWARRINA SHIRE COUNCIL

### Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022

<b>TITLE:</b>	<b>Youth and Community</b>	<b>DOC REF:</b> Item: k
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<b>REPORT BY:</b>	Claire Priestley <b>Community Development Coordinator</b>	<b>DATE:</b> 01/09/2022
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#### **IP&R REFERENCE:**

- 1.1 Improve social well-being to offer a competitive lifestyle to attract and retain working families
- 1.1.2 Maintain high levels of community cohesion and community spirit
- 1.1.3 Provide leadership and coordination of service providers in the Brewarrina Shire
- 1.1.6 Co-ordinate and support community groups to promote events and activities within the local community
- 1.2 Support young people and encourage their development
- 1.2.1 Provide leadership and coordination of the Brewarrina Youth Centre to coordinate actions to assist all youth

#### **PURPOSE:**

To inform Councillors about Child, Youth & Families and Community programs and events.

#### **RECOMMENDATION:**

**That Council accepts the Youth and Community report for August 2022 as information.**

#### **CONTENT:**

##### **Youth and Community Development**

Council holds a five year Targeted Earlier Intervention (TEI) contract with the Department of Communities and Justice which guides the delivery of flexible supports to children, young people, families and community members who may be experiencing or at risk of vulnerability. Council delivers activities under the following categories;

**Community Connections** have several different categories in which activities and supports are provided:

- **Community Sector Coordination**; undertaken to support coordination and collaboration; strengthen organisational capacity of other local TEI organisations i.e. Mission Australia and Catholic Care via Leading the interagency and coordinating new services.
- **Information/Advice/Referral**; which is a provision of standard advice/guidance or information for individuals or families in relation to a specific topic. This is primarily delivered but not limited to the Centrelink/library space where the Community Development Coordinator works from. This also includes the development and distribution of specific resources that inform and build capacity in families, community and agency prospective.
- **Social Participation**; which means initiate or facilitate community activities that are in line with TEI outcomes this is done via youth week, seniors week, community movies, carers week, NAIDOC week, disability week, child protection etc.

*The information below is both quantitative and qualitative of how council is providing such activities.*

### **Community Sector Coordination**

The new Community Development Coordinator commenced on 1<sup>st</sup> August 2022 after this position became vacant in June 2022. The first month has been focusing on re-engaging with community and services and navigating the required program reporting tools. Training for the Data Exchange has not commenced as registration is still being processed.

#### **BreNet Meeting | THURSDAY 25 AUGUST 2022 | Second meeting for 2022**

BreNet has been designed to bring all government and non-government organisations who service the Brewarrina region together in an informal setting.

*Attendance:* Office of Sport, RFDS, RFDS Wellbeing, NRRRA, RFCS Bourke & Walgett, Global Care Dubbo, TAFE NSW, MacKillop Family Services, Transport for NSW, Brewarrina LALC, DCJ's, Mission Australia, Legal Aid, Services Australia, Weigelli/Orana Haven Hub, Salvation Army, 2CUZ FM, MUDA Aboriginal Corporation (32 attended)

#### **Child Protection Week Planning Meeting 1 | FRIDAY 12 AUGUST 2022**

Meeting at Mission Australia to discuss a coordinated approach to the National Child Protection Week (4-10 September 2022) events for the week. Events to commence on Monday 5<sup>th</sup> September with opening ceremony and activities in the Memorial Park. (7 attended)

#### **Mental Health & Wellbeing Workshop | WEDNESDAY 31 AUGUST 2022**

This workshop was held at the Visitor Information Centre with Rikka Lamb from Youth Off The Street with special guest speaker Jeffery Morgan. This workshop was to assist Rikka and Jefferey to connect with community before their next planned visit in November. Community concerns included suicide prevention, substance abuse, tools for wellbeing and delivering programs at the Youth Centre over a few days including Youth Night In. The Community Development Coordinator will liaise with Rikka about possible programs. (6 people attended).

### **Information/Advice/Referral**

The Community Development Coordinator has worked closely with the Centrelink Agent and Library Officer in the month of August to assist community members who have sought advice and require support from other agencies.

In order, to maximise, the delivery of information to community, Council has promoted events in face-to-face settings in both community and the Centrelink agency, posters/flyers and Facebook. Facebook posts on Brewarrina News reached 9,297 people on community notices.

In August 2022 there were 27 people who received face-to-face advice/referrals and information packs relating to community information. 4 Legal Aid, 17 Service NSW, 1 Superannuation Early Release, 1 Health Services, 1 ATO, 2 community transport 1 new community member introduced to community services and events for children,

#### **Service NSW Personal and Business event | Wednesday 3 August 2022**

This evening event was to be held during Small Business Week in May, however due to unforeseen circumstances it had to be rescheduled to August. (6 attended)

#### **Service NSW Savings Finder Information Session | Thursday 18 August 2022**

After attending the above event, both Community Development Coordinator and Centrelink Agent/Library Officer initiated this event at the Library, for community to attend during the day, as it would be more accessible for seniors (13 attended) and received Service NSW Information Packs about savings, rebates and vouchers. From this event 5 follow up referrals were made to Service NSW.

### **Social Participation**

The Community Development Coordinator's focus for the first month in this role, has been on re-engaging with community services to gauge programs to keep social participation current with both youth and community.

Such services include: Catholic Care; Mission Australia; Brewarrina Local Aboriginal Lands Council; Brewarrina female Police Officer; Maranguka Community Hub; Nyngan Community Hub; Creative Community Concepts; Outback Division of General Practice; Youth Off The Streets; Services NSW; Moogahlin Performing Art and Outback Arts.

### **Homelessness Prevention Week Event | WEDNESDAY 3 AUGUST 2022**

A soup kitchen with giveaway packs was held at the Youth Centre to raise awareness about homelessness in Australia. This event was coordinated in collaboration with Brewarrina Shire Council collaborated with NSW Health, Brewarrina Local Aboriginal Lands Council, Mission Australia, Flourish Australia, Catholic Care, Brewarrina Aboriginal Medical Service and Thiyama-Li Family Violence Service Indigenous Corporation.

### **Service NSW Savings Finder Information Session | Thursday 18 August 2022**

### **Community centres:**

Provides children, youth, families and community an opportunity to connect with others at the youth centre, community hall, informal location, or online. Including providing a meeting space or hiring out rooms to functions or forums, parenting groups, youth groups, early childhood education, care or support, maternal and child health services, Aboriginal Elders, Men's and Women's Groups, Aboriginal enterprises; and/or providing access to internet and Wi-Fi; and/or equipment, such as toys, books and car seats. This focuses on social participation via but not limited to;

- School holiday Activities
- Drop in Centre

### **Targeted support:**

Encompasses several different categories for children, youth, families and community. This focuses on individual needs and goals via specific youth and community centre activities and workshops.

- Education and skills training that builds the knowledge and skills of people with known vulnerabilities. This is done through youth night in and parent support group
- Family capacity building is done during case management which involves undertaking activities within an individual's case plan i.e. support (legal, language or to access TIS), advocacy, counselling; mediation; referrals and skills development to help people achieve their goals.
- Information/advice/referral
- Intake and assessment

As the Youth Team Leader and Activities positions are still vacant, Council is currently only supporting three programs at the Youth Centre on Tuesdays, Wednesdays and Thursday. The Community Development Coordinator has been attending these programs where possible to

assist and engage with the youth and other agencies such as the Police, to work on future programs.

During the month of August 5 girl's afternoon programs, 4 cultural program/dance programs and 3 women's programs were delivered.

### **Girls Afternoon Tea**

In August the girls have been supported by Council, Maranguka and the Local Aboriginal Lands Council with three sessions being attended by Brewarrina Police.

#### **Tuesday 2 August 2022**

Banner Painting for the "Googettes" grand final. Supported by Council, LALC, and Maranguka. (10 attended)

#### **Tuesday 9 August 2022**

Sketching at the fish traps. Supported by the Council, Marangnuka, LALC and Brewarrina Police. (6 attended)

#### **Tuesday 16 August 2022**

General activities at the Youth Centre. Supported by Council, Brewarrina Police and LALC. (7 attended)

#### **Tuesday 23 August 2022**

Animation drawing at Youth Centre. Supported by Council and Marangnuka (7 attended)

#### **Tuesday 30 August 2022**

General activities at the Youth Centre. Supported by Council, LALC and Brewarrina Police. (11 attended).



Girls Afternoon Tea – Painting and Drawing

### **Cultural Program**

Waroowagirri Dance program delivered sessions on 31 August 2022 (14 attended), 24 August 2022 (14 attended), 10 August 2022 (10 attended), 3 August 2022 (18 attended)

### **Women with a Purpose Program**

Catholic Care and Council program delivered 3 sessions with 4 attendees. The women have been painting canvas bags and working on a painting for the upcoming Brewarrina Art exhibition opening on 24 October 2022.



### **Mid Term Break**

Friday 19 August 2022

Mooghalin Performing Arts guided youth through the Mervyn Bishop exhibition (10 attended)

Monday 22 August 2022

Footy for Fun returned with special guest Darryl Brohman "The Big Marn". Attended by the Community Development Coordinator, this program is delivered by Creative Community Concepts in partnership with NSW Communities and Justice, Murdi Paaki and Mission Australia.

### **Professional Development**

- Child Protection training (online October 2022)
- Mandatory First Aid Training | TUESDAY 12 SEPTEMBER 2022
- New Managers & Coordinators Workshop | WEDNESDAY THURSDAY 21/22 SEPTEMBER
- DEX (Data Exchange) – Community Development Coordinator to commence as soon as registration approval gained Specific information around the data exchange reporting system for organisations and their internal processes. Nyngan Community Hub to assist with training in face-to-face setting.

### **Funding Grants Written and Submitted**

2023 NSW Seniors Festival Grants program | \$1000.00 | submitted 8 August 2022

The Community Development Coordinator submitted this grant application to support the planned Seniors Expo for the Seniors Festival activities week in February 2023.

### **Up and Coming**

- Child Protection Week | 4 – 9 September
- Resin Workshop for community | 17 September 2022
- Suicide Prevention | Council Walk | 10 September 2022
- Professional Development Community Services Sector Workshops | New Managers and Coordinators Workshop | 21 & 22nd September 2022, facilitated by the RTO Centre for Community Welfare Training (CCWT)
- Outback Arts and Signal Creative Contemporary Dance and Aerial Arts | 4 October 2022
- Bush to Beach | 6 -10 October 2022
- Brewarrina Art Exhibition | Connected Communities with Council, Central School, LALC & TAFE

### **CONSULTATION:**

Consultation with community and service providers that work predominately with youth of the Brewarrina Shire.

### **GOVERNANCE IMPLICATIONS:**

Nil – budget provided in annual budget

### **CONCLUSION:**

This report provides Council with information and an update on the progress of the Brewarrina Youth and Community Services.

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David Kirby  
General Manager

**ATTACHMENTS:**

- NIL

# BREWARRINA SHIRE COUNCIL

**Agenda Submission for Ordinary Meeting held on Wednesday 21<sup>st</sup> September 2022**

<b>TITLE:</b>	<b>HUMAN RESOURCES INFORMATION REPORT</b>	<b>DOC REF:</b> Item: m
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<b>REPORT BY:</b>	<b>Olivia Hecksher</b> Human Resources Manager	<b>DATE:</b> 14/09/2022
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**IP&R REFERENCE:**

5.2: Council to be an employer of choice under the NSW Local Government Award.

**PURPOSE:**

The purpose of this report is to inform Council on Human Resources current position vacant and training that will be ongoing throughout 2022.

**CONTENT:**

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

**TRAINING & CONFERENCES:**

DATE	TITLE	DESCRIPTION OF TRAINING / CONFERENCE
August 2022	Traffic Control Training	Scheduled for end of September – Outdoor Staff
August 2022	SNSW Training – Parkes	Re-scheduled for October – Customer Service Officer
August 2022	First Aid Training	Scheduled for 12-13 September – up to 30 staff members
August 2022	StateWide Mutual - Introduction to Risk and Insurance	August 24-26 – Human Resources Manager
August 2022	Department of Planning & Environment Training	NSW Planning Portal – 12 x Sessions – Ongoing – Executive Assistant
August 2022	AUVIS Training	Dates TBA – Workshop Supervisor
August 2022	StateWide Mutual Mock Trial Programme – Warren	Scheduled for 21 September – TM, HRM, TSAO, Rural Roads Supervisor.

**RECRUITMENT & ADVERTISING:**

Position	Reason	Filled or Readvertised
Utilities Manager	Promotion	Re-Advertised.
Finance and Administration Manager	Resignation	Re-Advertised.
Economic Development Manager	Resignation	Filled – to start early October.
Environmental Health and Building Manager	Resignation	Advertised – interviews conducted 8 September.
Workshop Mechanic	Resignation	Readvertised.
Youth Centre Activities Supervisor	Support Staff	Readvertised
Youth Worker	Support Staff	Readvertised

Part-Time Customer Service Officer – Tourism and Library	Support Staff	Advertised.
Casual Cleaner	Support Staff	Filled.
Casual Labourer – Parks & Gardens	Support Staff	Filled.

**EMPLOYEE STATISTICS:**

	Number	Percentage
Male	52	73.61%
Female	19	26.38%
Indoor	20	27.77%
Outdoor	51	72.22%
Indigenous	49	68.05%
Non-Indigenous	23	31.94%
Full-Time	44	59.72%
Part-Time	5	6.94%
Casual	15	22.22%
Term of Contract	7	11.11%
Manager	5	8.33%
Supervisor	3	4.16%
Brewarrina Based	55	76.38%
Goodooga Based	17	23.61%

<b>TOTAL EMPLOYEES</b>	<b>71</b>
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**APPOINTMENTS/RESIGNATIONS FOR REPORTING MONTH:**

**APPOINTMENTS:**

- Economic Development Manager.
- Casual Labourer – Parks and Gardens.

**RESIGNATIONS:**

- Community Services Manager.

**BUILDING REPAIR & MAINTENANCE UPDATE:**

- Maintenance on Council buildings are ongoing.
- Tiles replaced 1-3 Bourke Street.
- Quote requested for installation of Crim Safe - 3 King Street.
- Quote requested for air conditioner installation – 3 King Street.
- Fire equipment serviced and inspected at all Council properties.
- Quotes requested re: pest control services on all Council properties.
- Hot water system serviced – Depot kitchen.
- Smoke detectors repaired/installed – 132 Dooral Street.

**INCIDENT REPORT UPDATE:**

- Nil for reporting period.

<b>Performance Reviews:</b>	<b>Month to Date</b>	<b>Year to Date</b>
	<b>6</b>	<b>24</b>

**FINANCIAL IMPLICATIONS:**

Budget variations to training.

**CONCLUSION:**

To inform Council of the monthly activities.

**ATTACHMENTS:** Nil

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David Kirby  
General Manager

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***ITEMS FOR CORRESPONDENCE***

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Our reference: BN-02217-2022

Mr Jeff Sowiak  
General Manager  
Brewarrina Shire Council  
57 Bathurst Street  
Brewarrina NSW 2839

Via email: [breshire@brewarrina.nsw.gov.au](mailto:breshire@brewarrina.nsw.gov.au)

### **Critical Communications Enhancement Program in Brewarrina Shire Council LGA**

Dear Mr Sowiak

This letter provides an update on the NSW Government's Critical Communications Enhancement Program (CCEP).

Under the CCEP, NSW Telco Authority (NSWTA) is expanding and enhancing the Public Safety Network (PSN) for emergency services organisations. This network provides critical, secure and reliable radio communications to frontline responders.

PSN sites have been pivotal in protecting communities and supporting the emergency response to the Black Summer bushfires and the recent devastating floods.

Following our previous correspondence dated 9 July 2020, there are six sites within the Brewarrina Shire Council which have been confirmed (validated) for proposed upgrades or installation as part of the enhanced PSN. Three sites are undergoing site design assessments, two sites have moved to construction stage and one site has been operationally accepted.

Catalyst One Pty Ltd, Downer Pty Ltd and Ventia Pty Ltd are acting on behalf of NSWTA in respect to the detailed design of PSN sites in the Brewarrina Shire Council LGA. Further details about these sites are provided in the attached Information Pack.

Should any member of the community require further information about the CCEP, please do not hesitate to refer them to our website, [telco.nsw.gov.au/ccep](http://telco.nsw.gov.au/ccep), call **1800 794 862** or email **ccepinfo@customerservice.nsw.gov.au**.

Yours sincerely



Robert Hillas  
Senior Project Manager, CCEP  
**NSW Telco Authority**

28 April 2022

## CRITICAL COMMUNICATIONS ENHANCEMENT PROGRAM Brewarrina Shire Council Local Government Area (LGA)

### Proposed sites in Brewarrina Shire Council Local Government Area

The information provided below has been prepared to keep you informed of the Critical Communications Enhancement Program's (CCEP) development activity within Brewarrina Shire Council LGA.

Under provisions of the *State Environmental Planning Policy (Transport and Infrastructure) 2021* (TISEPP), the works associated with the CCEP will be categorised as **Development Without Consent**. Clause 2.140(1) states that "*Development for the purposes of telecommunications facilities (including radio facilities) may be carried out by a public authority without consent on any land.*"

#### 1. Overview of proposed sites

In February 2018, NSWTA provided information to Council regarding the preliminary design of the enhanced Public Safety Network (PSN) in the Council LGA.

There are six sites within the Brewarrina Shire Council which have been confirmed (validated) for proposed upgrades or installation as part of the enhanced PSN. Three sites are undergoing site design assessments, two sites have moved to construction stage and one site has been operationally accepted.

Sites where Council is an infrastructure and/or landowner, Catalyst ONE Pty Ltd and Ventia Pty Ltd will continue to liaise with Council regarding property and planning activity for these assets.

The map below shows all sites proposed within the LGA.

#### 2. Exempt Development

No facilities proposed within the LGA meet the exempt development criteria specified in the TISEPP.

#### 3. Development Without Consent

Six sites within the LGA confirmed for upgrade will be carried out as development without consent.

NSWTA is the determining authority for the proposals for the purposes of Part 5 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

As part of this planning pathway, NSWTA will examine and consider to the fullest extent possible all matters affecting or likely to affect the environment by reason of its activities. This will be documented within a Review of Environmental Factors (REF).

In developing the proposed sites and in accordance with clauses 2.10-2.14 of TISEPP, Catalyst ONE, NSWTA and Ventia will consult with Council if the proposal has the potential to impact on council-related infrastructure or services, local heritage or flood liable land.

Consultation would also be undertaken with Council where the proposal involves a new tower or mast installation. This would include a formal notification to Council and to owners/occupiers of land adjoining the proposal site. All responses received within 21 days of the Notice would be taken into consideration.

Based on recommendation safeguards in the REF, a Site Environmental Plan is developed for implementation during construction. These activities are undertaken before any construction work can start.

#### 4. Updates to Council

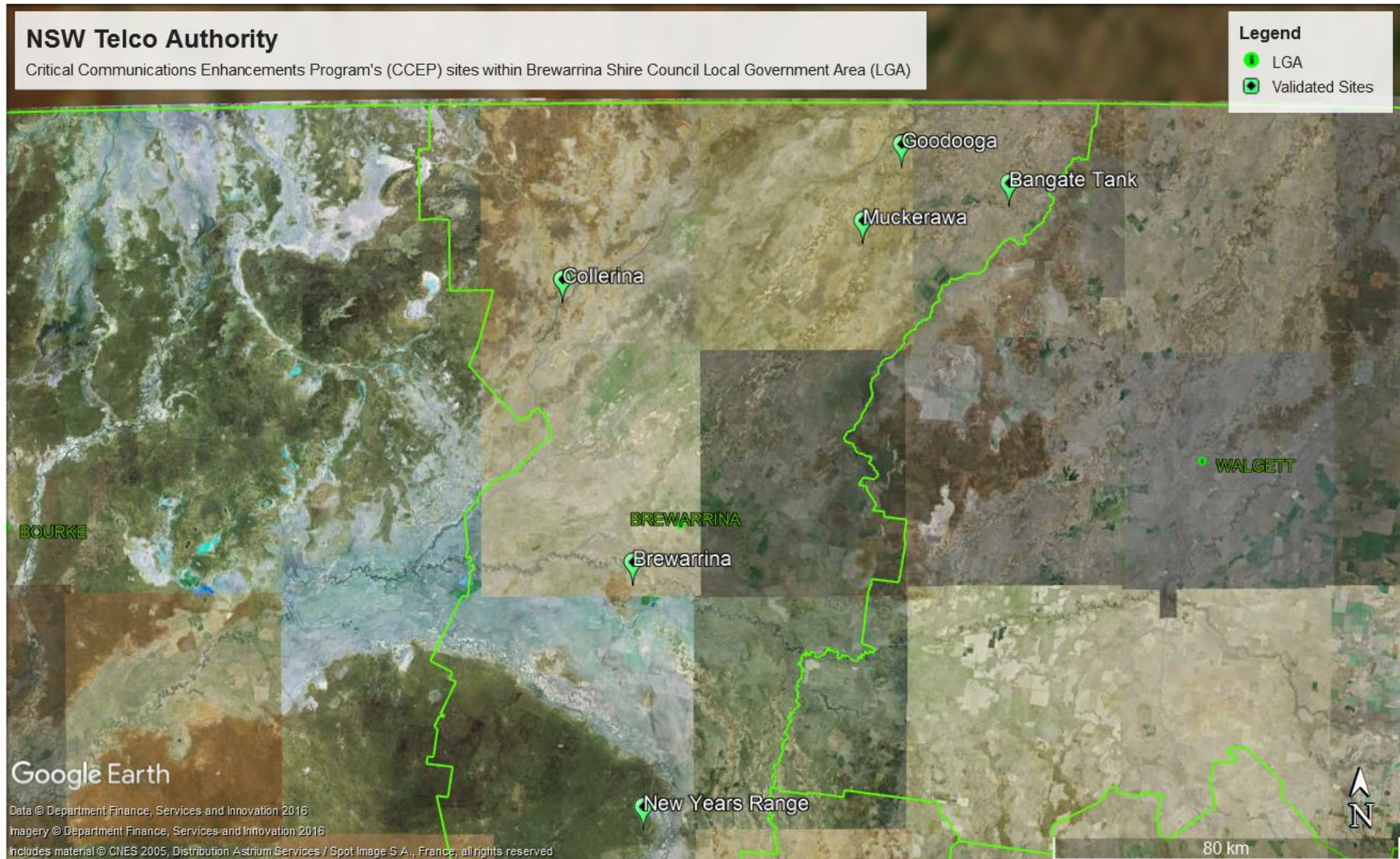
Date of Correspondence	Site update
20 June 2019	Bangate Tank (ACMA 8020089)
17 September 2019	Muckerawa (ACMA 202183)
9 July 2020	Brewarrina (ACMA 80203168)
28 April 2022	Goodooga (ACMA 9001148), Bangate Tank (ACMA 8020089), Colerina (ACMA 202182), Muckerawa (ACMA 202183), New Years Range (ACMA 900201597)

## Critical Communications Enhancement Program

### Details of proposed sites and associated works planned in the Brewarrina Shire Council LGA

ACMA ID	Site Name	Street Address	Lot / DP	Landowner	Site Proposal	Vendor partner	Status
80203168	Brewarrina	Charlton Road Brewarrina NSW 2839	Lot 146/ DP751553	Brewarrina Shire Council	<b>Greenfield:</b> installing new radio communications infrastructure on a site where there is no such infrastructure	Ventia	Operationally accepted
9001148	Goodooga	Bangate Road Goodooga NSW 2838	Lot 3822/ DP766265	Department of Planning and Environment – Crown Lands (Crown Lands)	<b>Greenfield:</b> installing new radio communications infrastructure on a site where there is no such infrastructure	Catalyst	Site design undergoing assessment
8020089	Bangate Tank	Gunoy Station 1418 Bangate Road Goodooga NSW 2838	Lot 3908/ DP766831	NSW Department of Planning and Environment – Crown Lands	<b>Brownfield:</b> new radio communications site located adjacent to existing communications infrastructure	Ventia	Construction to start 2022
202182	Collerina	Cartlands Station 3361 East Culgoa Road Collerina NSW 2839	Lot 5882/ DP768774	NSW Department of Planning and Environment – Crown Lands	<b>Colocation:</b> upgrading and/or installing equipment on existing communications infrastructure	Ventia	Construction to start 2022
900201597	New Years Range	2035 Billybingbone Road Gongolgon NSW 2839	Lot 5445/ DP768356	Department of Planning and Environment – Crown Lands (Crown Lands)	<b>Brownfield:</b> new radio communications site located adjacent to existing communications infrastructure	Catalyst	Site design undergoing assessment
202183	Muckerawa	10131 Goodooga Road Goodooga NSW 2838	Lot 2311/ DP764257	NSW Department of Planning and Environment – Crown Lands	<b>Colocation:</b> upgrading and/or installing equipment on existing communications infrastructure	Ventia	Site design undergoing assessment

## Map showing proposed sites within the LGA



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<b>Circular Details</b>	Circular No 22-24 / 31 August 2022 / A832194
<b>Previous Circular</b>	21-08 Consultation on draft Model Social Media and Councillor and Staff Interaction Policies and on the development of a Model Media Policy
<b>Who should read this</b>	Councillors / General Managers / All council staff
<b>Contact</b>	Council Governance / (02) 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
<b>Action required</b>	Response to OLG

## Consultation on draft Model Media Policy

### What's new or changing

- The Office of Local Government (OLG) has issued a consultation draft of a *Model Media Policy*.
- OLG is seeking the views of councils and other stakeholders on the consultation draft prior to finalising the model policy.
- The model policy has been developed drawing on best practice across the local government sector.
- The model policy will not be mandatory, and councils will be free to choose whether to use the policy or to adapt it for their own purposes. If adopted, the policy will operate to supplement the provisions of councils' adopted codes of conduct.

### What this will mean for your council

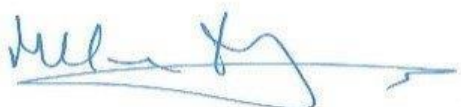
- OLG is inviting submissions from councils and other stakeholders on the consultation draft of the Model Media Policy.

### Key points

- The draft Model Media Policy is available on OLG's website [here](#).
- Submissions may be made by email to [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).
- Submissions should be labelled "*Model Media Policy*" and marked to the attention of OLG's Council Governance Team.
- Submissions should be made before **26 October 2022**.

### Where to go for further information

- For further information, contact OLG's Council Governance Team on (02) 4428 4100 or by email to [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).



**Melanie Hawyes**  
Group Deputy Secretary Crown Lands and Local Government

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<b>Circular Details</b>	Circular No 22-25 / 31 August 2022 / A812271
<b>Previous Circular</b>	22-12 <i>Proposed amendments to the standard contract of employment for general managers</i>
<b>Who should read this</b>	Councillors / General Managers / Joint Organisation Executive Officers / Human Resources Staff
<b>Contact</b>	Council Governance Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
<b>Action required</b>	Councils and joint organisations to implement

## New standard contracts of employment for general managers and executive officers and updated guidelines for the appointment and oversight of general managers

### What's new or changing

- The “departmental chief executive” has approved new standard contracts of employment for general managers of councils and executive officers of joint organisations under section 338 of the *Local Government Act 1993* (the Act).
- The new standard contracts have been developed in consultation with the sector in response to recommendations arising from ICAC’s investigation of the former Canterbury City Council (Operation Dasha).
- New *Guidelines for the Appointment and Oversight of General Managers* have also been issued under section 23A of the Act to assist councils in the implementation of the new contracts.
- The Guidelines have been updated to reflect the new standard contracts and to implement ICAC’s recommendation that they include guidance that general managers’ performance agreements include performance indicators related to the promotion of an ethical culture. The Guidelines also contain guidance on the importance of good working relationships between councils and general managers.
- The changes are summarised in the attachment to this circular.

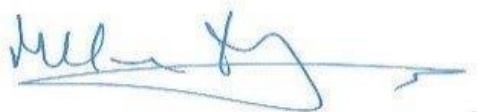
### What this will mean for your council

- Under section 338 of the Act, general managers and executive officers must be employed under contracts with terms of between 12 months and 5 years based on the standard contracts approved by the departmental chief executive of OLG.
- When appointing a new general manager or executive officer or renewing their contract, councils and joint organisations must use the new approved standard contracts.
- The approval of the new standard contracts does not affect existing employment contracts general managers and executive officers are employed under. However, clause 19.2 of existing contracts allows them to be varied by agreement between the employee and the council or joint organisation to be consistent with the provisions of the new approved standard contracts.

- A separate review is being undertaken of employment arrangements under the Act for “senior staff”. Until the review is completed, councils should continue to use the existing approved standard contract of employment for senior staff.
- Under section 23A of the Act, councils and joint organisations must consider the updated Guidelines when exercising their functions in relation to the recruitment and oversight of general managers.

#### **Where to go for further information**

- The new standard contracts of employment for general managers and executive officers and the updated Guidelines are available [here](#).
- Information about the amendments to the standard contracts is set out in the attachment to this circular.
- For further information please contact OLG’s Council Governance Team on (02) 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).



**Melanie Hawyes**  
**Deputy Secretary, Crown Lands and Local Government**

## ATTACHMENT

### **What changes have been made to the standard contracts of employment for general managers of councils and executive officers of joint organisations to ensure greater security of employment?**

A key focus of the amendments to the standard contracts of employment for general managers and executive officers is to strengthen access to mediation under the contract to manage and address conflict in the relationship when it arises and to ensure more rigour in decisions by councils to terminate the employment of the general manager.

These amendments include the following:

- Before terminating a general manager's or executive officer's employment for poor performance, the council or joint organisation must have first conducted a performance review, concluded that the general manager's or executive officer's performance falls short of the performance criteria or the terms of their performance agreement, and afforded the general manager or executive officer a reasonable opportunity to utilise dispute resolution.
- Where a council or joint organisation intends to terminate the employment of its general manager or executive officer utilising the 'no fault' termination provision (clause 10.3.1(e)), if either party requests it and both parties agree, they may participate in mediation in relation to the proposed decision to terminate. If the council or joint organisation does not agree to participate in mediation, it must give the general manager or executive officer reasons for its decision where the general manager or executive officer requests it.
- Councils and joint organisations and their general managers or executive officer may agree on a mediator when the contract is made.
- Where a council or joint organisation terminates the general manager's or executive officer's employment under the "no fault" termination provision (clause 10.3.1(e)), the council or joint organisation must give the general manager or executive officer reasons for its decision to terminate their employment where the general manager or executive officer requests it.
- Serious and persistent breaches of the council's code of conduct by the general manager or executive officer constitute grounds for summary dismissal.

### **What changes are being made to the standard contracts of employment for general managers and executive officers relating to their remuneration?**

The following amendments have been made to the provisions of the contracts relating to general managers' and executive officers' remuneration:

- Clause 8.4 of the contract has been amended to clarify that a discretionary performance-based pay increase only applies for one year unless the council or joint organisation determines that it is to apply for the balance of the contract.

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 20 770 707 468

- Clause 8.4 also allows for the payment of a retention bonus on one occasion during the term of the contract. This accrues on an annual, pro-rata basis for the remainder of the term of the contract and is to be paid to the general manager or executive officer at the end of the contract period.

### **What other changes are being made to the standard contracts of employment for general managers and executive officers?**

Other changes include:

- Definitions and other provisions have been updated to reflect legislative and administrative changes made since the previous standard contracts were approved.
- A new provision has been included (clause 5.5) empowering the departmental chief executive of OLG to approve an extension of the timeframes prescribed under clause 5 for the renewal of the contract in exceptional or unforeseen circumstances.
- Minor amendments have been made to the functions and duties of general managers and executive officers prescribed under clause 6 to reflect legislative changes and to place an obligation on general managers and executive officers to ensure a safe workplace and to facilitate compliance with the *Work Health and Safety Act 2011*.
- A new provision (clause 7.12) has been included that confirms that the performance agreement, action plan and any associated records that contain information about the work performance or conduct of the general manager or executive officer are to remain confidential unless otherwise agreed to by the general manager or executive officer or required by law.
- The provision that provides that the contract automatically terminates where the employee becomes bankrupt (clause 10.4.2) has been extended to also apply if the employee is disqualified from managing a corporation under Part 2D.6 of the *Corporations Act 2001*.
- The service of notice provisions, (clause 18), have been updated to allow service by email.



<b>Circular Details</b>	Circular No 22-26 / 09/09/2022
<b>Who should read this</b>	Mayors / General Managers
<b>Contact</b>	Council Governance Team
<b>Action required</b>	Information

### Her Majesty the Queen

Australians woke to the news this morning that Her Majesty Queen Elizabeth II passed away on 8 September 2022 at the age of 96.

Her Late Majesty played a vital role in the shaping of NSW. She visited NSW cities, suburbs and regional areas on many occasions throughout her reign and will be forever linked to our State and to our Nation.

Today is a day of mourning, with flags lowered to half mast, and there will be a number of official steps taken to recognise the Sovereign's death.

### Where to go for further information

More information on protocols and how NSW will pay tribute and observances will be provided at on the NSW Government website at <https://www.nsw.gov.au/sovereign>

Information is also available on the Department of Prime Minister and Cabinet website at: <https://www.pmc.gov.au/frequently-asked-questions>.

These websites are being updated frequently as new information emerges.

**Melanie Hawyes**  
**Deputy Secretary, Crown Lands and Local Government**

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