



Date: Tuesday, 23 July 2024

Time: 9:00 AM

Location: Brewarrina Shire Council

57 Bathurst Street

Brewarrina NSW 2839

AGENDA

Ordinary Council Meeting

23 July 2024

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NOTICE OF ORDINARY MEETING

NOTICE is hereby given that an ORDINARY MEETING of the Council of Brewarrina will be held on **Tuesday 23rd July 2024** at the **Brewarrina Shire Council, 57 Bathurst Street, Brewarrina NSW 2839** commencing at 9:00 AM for the transaction of the following business.

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The Council of the
SHIRE OF BREWARRINA



All the communications to be addressed to the General Manager

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

DISCLOSURE OF INTEREST AT ORDINARY COUNCIL MEETING

Meeting Date:

Item Number:

Subject:

.....
.....

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

Pecuniary:

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

Non-Pecuniary – Significant Conflict:

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

Non-Pecuniary – Insignificant Conflict:

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

For the reason that:

.....
.....

Signed: Date:

(Definitions are provided on the next page)

Definitions

(Local Government Act and Code of Conduct)

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

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

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

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

(Section 451)

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

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

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

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

Ordinary Council Meeting - 25 June 2024



Date: Tuesday, 25 June 2024

Time: 9:00 AM

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

MINUTES

Ordinary Council Meeting

25 June 2024

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**MINUTES OF BREWARRINA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE BREWARRINA SHIRE COUNCIL, 57 BATHURST STREET, BREWARRINA NSW
2839
ON TUESDAY, 25 JUNE 2024 AT 9:00 AM**

PRESENT: Cr Angelo Pippas (Deputy Mayor), Cr Mark Brown, Cr Douglas Gordon, Cr Isaac Gordon, Cr Noel Sheridan, Cr Tommy Stanton

IN ATTENDANCE: David Kirby (General Manager), Olivia Hecksher (Economic Development Coordinator)

1 OPENING PRAYER & ACKNOWLEDGEMENT OF COUNTRY

2 APOLOGIES/ LEAVE OF ABSENCE

APOLOGY

RESOLVED 068/24

Moved: Cr Douglas Gordon

Seconded: Cr Isaac Gordon

That the apology received from Mayor Vivian Slack-Smith, Cr Trish Frail and Cr Donna Jeffries be accepted and leave of absence granted.

The MOTION upon being PUT to the MEETING was declared CARRIED

3 DECLARATION OF INTEREST

NIL.

4 CONFIRMATION OF MINUTES

RESOLVED 069/24

Moved: Cr Noel Sheridan

Seconded: Cr Tommy Stanton

That the Minutes of the Ordinary Meeting of Tuesday 28th May 2024 covered by resolutions 050/24 to 067/24 action request be adopted.

The MOTION upon being PUT to the MEETING was declared CARRIED

5 MAYORAL MINUTE

NIL.

6 REPORTS OF COMMITTEES

NIL.

7 REPORTS TO COUNCIL FOR ACTION**7.1 BANK RECONCILIATION & INVESTMENT REPORT****PURPOSE**

The purpose of this report is to present the reconciliation of Council's cashbook and bank statement as at 31st May 2024. The presentation of this information is not a requirement of any Act, however it has been provided historically for the information of Councillors.

RESOLVED 070/24

Moved: Cr Douglas Gordon

Seconded: Cr Isaac Gordon

That :

- 1. the bank reconciliation and investment report are 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

7.2 MINOR AMENDMENT - FEES AND CHARGES FY 24/25**PURPOSE**

For Council to approve and adopt the minor changes in Fees and Charges for Financial Year 2024-2025.

RESOLVED 071/24

Moved: Cr Tommy Stanton

Seconded: Cr Douglas Gordon

That Council :

Approve and adopt the changes in Fees and Charges for financial year 2024-2025.

The MOTION upon being PUT to the MEETING was declared CARRIED

7.3 BREWARRINA CCTV INSTALLATION

PURPOSE

To provide Council with final quotation for the installation for CCTV cameras on Town Entrances and Brewarrina Youth Centre.

RESOLVED 072/24

Moved: Cr Douglas Gordon

Seconded: Cr Noel Sheridan

1. That Council accept the Quotation from SIMTEC for the Supply and Installation of CCTV Cameras on town entrances and Brewarrina Youth Centre for total \$161,148.01 Incl GST.
2. Council allocate \$200,000 in the 2024-2025 financial year budget to complete the project.
3. That Council Authorise the General Manager to negotiation with supplier for additional cameras in the Mainstreet of Brewarrina and other locations required by the NSW Police.

The MOTION upon being PUT to the MEETING was declared CARRIED

7.4 TRANSPORT - GOODOOGA ROAD / ROADS TO RECOVERY**PURPOSE**

The purpose of this report is to update Council on the proposed 2.5km shoulder widening works on Goodooga Road. Proposal of this project was put forward following the availability of funds from Roads to Recovery grant for \$870,000 under the Commonwealth Government.

RESOLVED 073/24

Moved: Cr Isaac Gordon

Seconded: Cr Noel Sheridan

1. That Council approve the proposed widening on Goodooga Road under the Roads to Recovery grant for \$870,000.
2. That the Goodooga Road Widening Project be updated in Roads to Recovery Portal.

The MOTION upon being PUT to the MEETING was declared CARRIED

8 REPORTS FOR INFORMATION**8.1 HUMAN RESOURCES**

PURPOSE

The purpose of this report is to inform Council on Human Resources current positions vacant and training that will be ongoing throughout 2024.

8.2 ECONOMIC DEVELOPMENT MANAGER REPORT

PURPOSE

The purpose of this report is to inform Councillors of the progression of the projects and programs.

8.3 UTILITIES REPORT

PURPOSE

The purpose of this report is to update Council on the status as at 19 June 2024 of all works in the Utilities Section. This report is based on the 2023/2024 financial year.

8.4 MAYORS DIARY

PURPOSE

To provide Council an update on activities arising from the Mayors Diary.

8.5 GENERAL MANAGER DIARY

PURPOSE

To provide Council with an update of activities from the General Managers office for the month of May/June 2024.

8.6 CORRESPONDENCE

PURPOSE

To price Council with an update of correspondence received relating to Council business.

8.7 STATUS REPORT

PURPOSE

To provide Council with an update of the Brewarrina Shire Council Status Report

8.8 TRANSPORT - INFORMATION REPORT

PURPOSE

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

RESOLVED 074/24

**Moved: Cr Noel Sheridan
Seconded: Cr Tommy Stanton**

That Councillors receive item 8.1 to 8.8 in the Reports for Information section as information.

The MOTION upon being PUT to the MEETING was declared CARRIED

9 NOTICE OF MOTION / QUESTIONS WITH NOTICE

NIL.

10 CONFIDENTIAL MATTERS**RESOLVED 075/24**

**Moved: Cr Tommy Stanton
Seconded: Cr Douglas Gordon**

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

10.1 LEADERSHIP SURVEY RESULTS FOR BREWARRINA SHIRE COUNCIL MANAGEMENT TEAM

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

10.2 TRANSPORT – 10 YEAR PLANT REPLACEMENT PLAN

This matter is considered to be confidential under Section 10A(2) – c & d(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting business and information that would, if disclosed, reveal a trade secret.

10.3 LATE REPORT – BREWARRINA RSL CLUB – EVENT SPONSORHIP

This matter is considered confidential under Section 10A(2) – c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.

Meeting moved into closed session at 9:26AM

RESOLVED 076/24

Moved: Cr Douglas Gordon

Seconded: Cr Isaac Gordon

That Council moves into open session.

The MOTION upon being PUT to the MEETING was declared CARRIED

Meeting resumed open session at 9:59AM

11 OPEN SESSION

The General Manager reported in open session that items 10.1 Leadership Survey Results for Brewarrina Shire Council Management Team, 10.2 Transport – 10 Year Plant Replacement Plan and 10.3 Late Report – Brewarrina RSL Club – Event Sponsorship, were discussed and resolutions made as per recommendations.

12 CONCLUSION OF MEETING

Meeting concluded at 10:00AM.

5 MAYORAL MINUTE

Nil

6 REPORTS OF COMMITTEES

Nil

7 REPORTS TO COUNCIL FOR ACTION**7.1 BANK RECONCILIATION & INVESTMENT REPORT****DOC REF:****REPORT BY:** Angus Chan, Finance Manager**AUTHORISER:** David Kirby, General Manager**DATE:** 7th July 2024**IP&R REFERENCE:**

Objective 5.2.2 Timely and accurate reporting for efficient management and accountability

RECOMMENDATION

- 1. The bank reconciliation and Investment report are 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 30 June 2024. The presentation of this information is not a requirement of any Act, however it has been provided historically for the information of Councillors.

Bank Reconciliation for 30 June 24	
Cash book	
Opening Cashbook balance	110,636
Add: Receipts	11,468,803
Add: Recalled investments	2,000,000
Less: Payments	5,860,824
Less: Investments	2,000,000
Current Cashbook Balance	5,718,615
Council Operating Account	
Opening Statement Balance	221,449
Add: Receipts	11,467,783
Add: Recalled investment	2,000,000
Less: Payments	5,970,721
Less: Investments	2,000,000
Current Statement Balance	5,718,511
Add: Unpresented Receipts	104
Less: Unpresented Payments	-
Reconciliation Balance	5,718,615
Difference	-

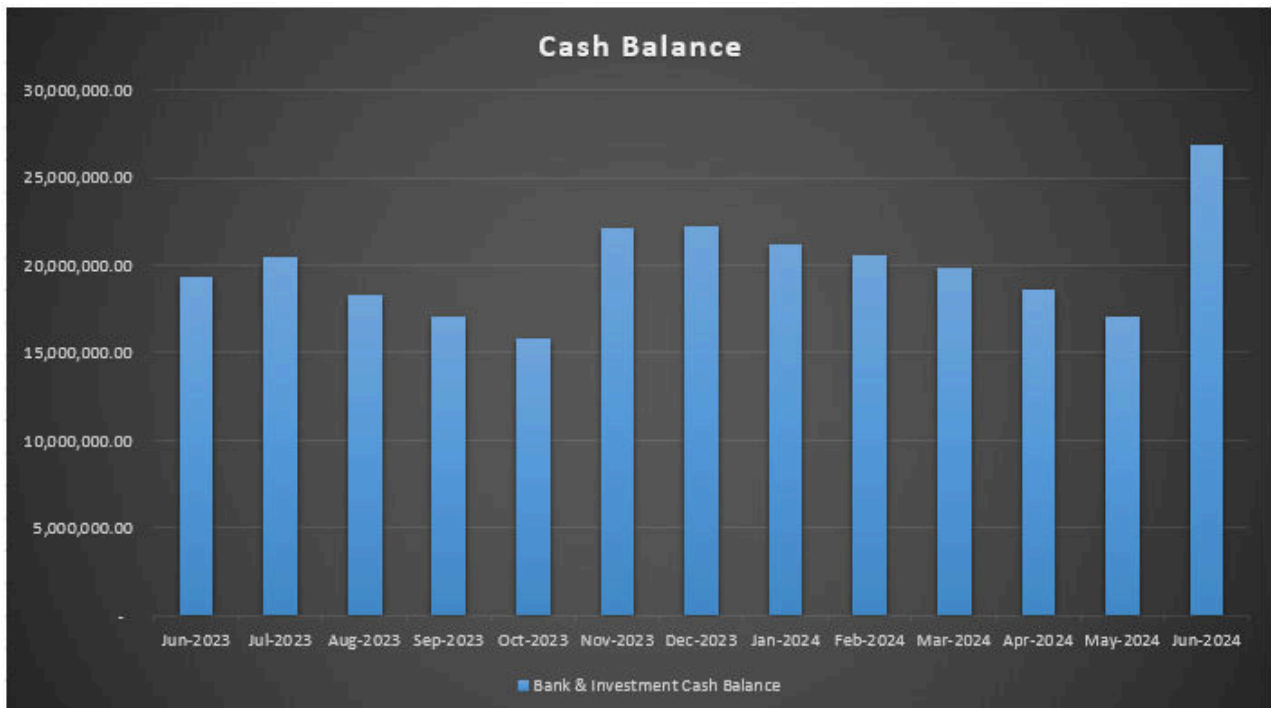
2. INVESTMENTS

PURPOSE

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

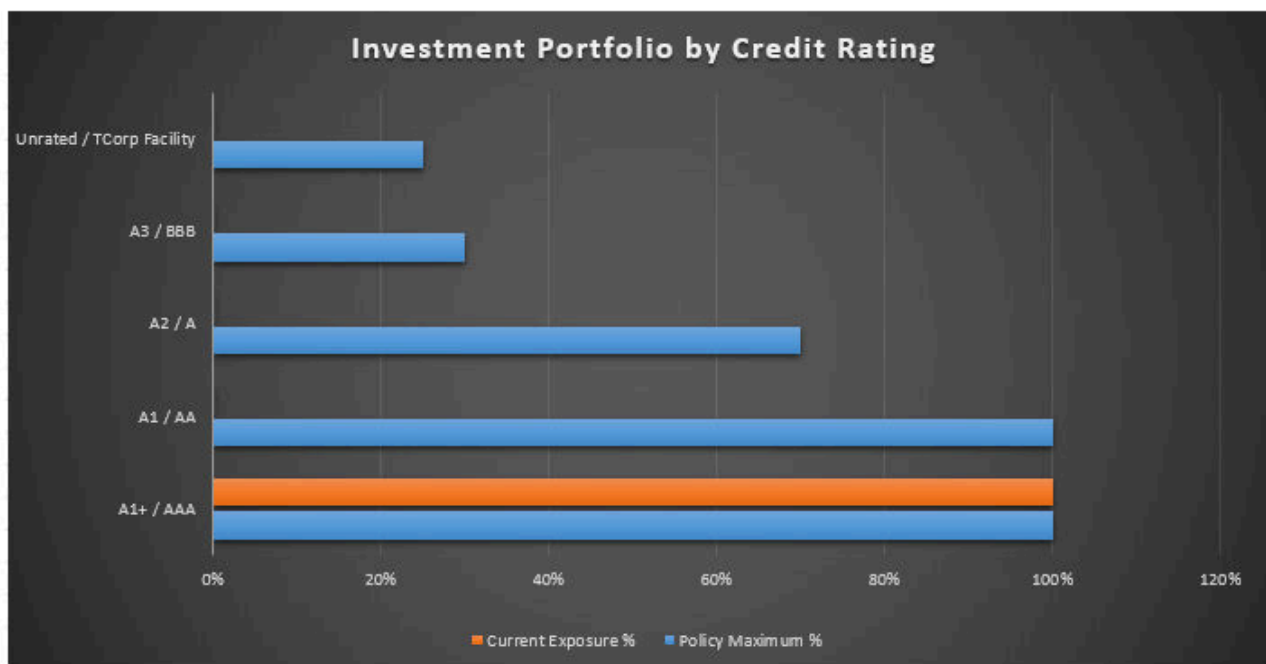
a) Council Investments as at 30 June 24

	Cash Working A/C	Amount	Credit rating	Date Lodged	Maturity date	Term (Days)	Rate
	CBA Operating A/C	5,718,511	A1+ / AAA	n/a	n/a	at call	0.25%
	CBA BOS Account	7,100,000	A1+ / AAA	n/a	n/a	at call	4.35%
		12,818,511					
Ref	Term Deposits < 12 Months						
71	NAB	1,000,000	A1+ / AAA	07/06/24	7/08/2024	61	4.65%
72	NAB	1,000,000	A1+ / AAA	27/03/24	24/07/2024	119	5.05%
75	NAB	1,500,000	A1+ / AAA	10/04/24	9/10/2024	182	5.05%
81	NAB	3,000,000	A1+ / AAA	24/04/24	25/02/2025	307	5.05%
82	NAB	1,000,000	A1+ / AAA	17/04/24	16/10/2024	182	5.05%
90	NAB	1,000,000	A1+ / AAA	29/05/24	28/08/2024	91	4.95%
91	NAB	1,500,000	A1+ / AAA	21/02/24	21/08/2024	182	5.10%
93	NAB	1,000,000	A1+ / AAA	06/06/24	4/09/2024	90	5.00%
94	NAB	1,000,000	A1+ / AAA	28/06/24	2/10/2024	96	5.15%
108	CBA	2,000,000	A1+ / AAA	21/02/24	21/08/2024	182	4.92%
		14,000,000					
	Total Short Term	26,818,511					



b) Investment Exposure by Credit Rating Type as at 30 June 24

S&P Rating (or equivalent)	Policy Maximum %	Current Exposure %	Current Investment \$
A1+ / AAA	100%	100.00%	26,818,511
A1 / AA	100%	0.00%	-
A2 / A	70%	0.00%	-
A3 / BBB	30%	0.00%	-
Unrated / TCorp Facility	25%	0.00%	-
Total Cash			26,818,511



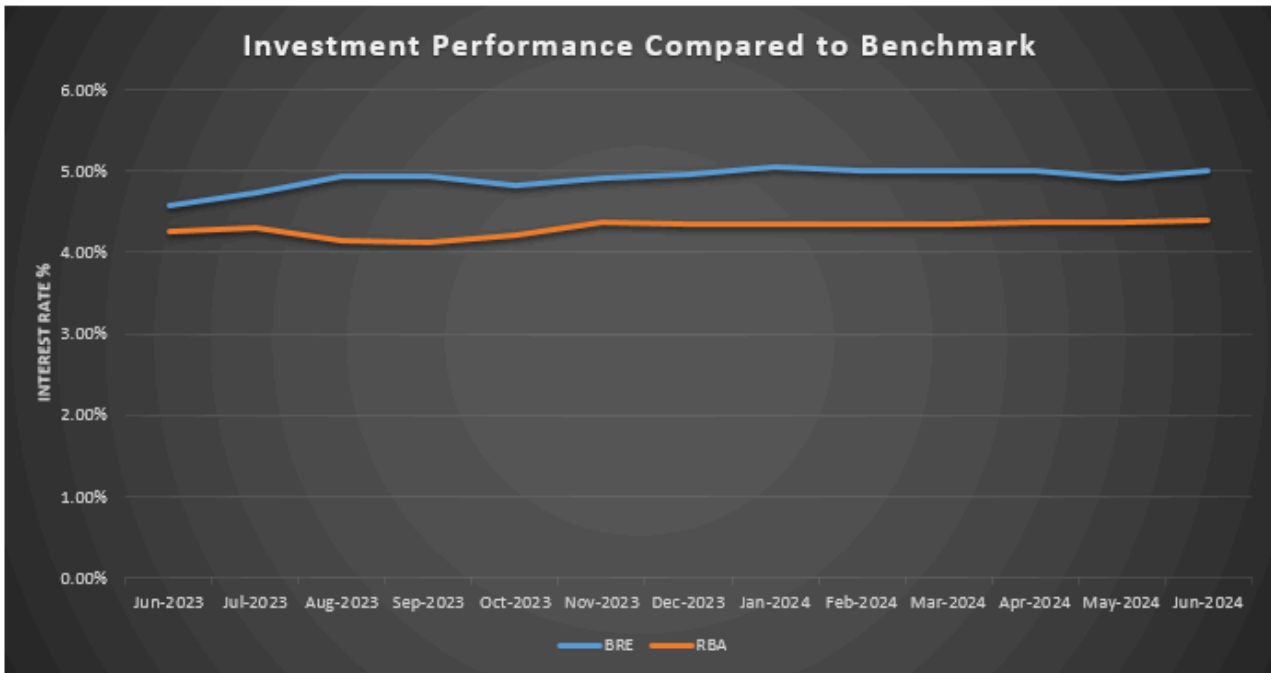
c) Exposure to a Single Institution as at 30 June 24

Institution	S&P Rating	Policy Maximum %	Current Exposure %	Current Investment \$
NAB	A1+ / AAA	100%	44.75%	12,000,000
CBA	A1+ / AAA	80%	55.25%	14,818,511
Macquarie	A1/A+	30%	0.00%	-
TCorp	unrated	25%	0.00%	-
Total Cash			100.00%	26,818,511

d) Investment Portfolio Performance as at 30 June 24

(Against RBA - Bank Accepted Bills/Negotiable Certificates of Deposit-3 months; monthly average)

	Investment Portfolio return (%pa)	Benchmark: BBSW 90 day Bank Bill Index (source RBA)
1 month average	5.00%	4.39%
3 month average	4.97%	4.37%
6 month average	4.99%	4.36%
12 month average	4.94%	4.31%



CERTIFICATION

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

Angus Chan
Responsible Accounting Officer

GOVERNANCE IMPLICATIONS

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

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

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

FINANCIAL IMPLICATIONS

Nil

ATTACHMENTS

Nil

8 REPORTS FOR INFORMATION**8.1 TRANSPORT - INFORMATION REPORT****DOC REF:****REPORT BY:** Debbie Zaslona, Transport Services Admin Officer**AUTHORISER:** Transport Manager, Transport Manager**DATE:** 10th July 2024**IP&R REFERENCE:**

Objective 3.1: Good quality transport infrastructure

PURPOSE

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

RECOMMENDATION**CONTENT**

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

- * Line Marking on Local State Roads - Complete
- * Slashing/ Weed Spraying on State Roads – Ongoing (Weather Permitting)

RMCC MAINTENANCE CONTRACT WORK

Approval has now been given by TfNSW for the following works:

- * Culverts Replacements on MR70 (Postponed);
- * Heavy Patching on all three state highways. (Work Order received from Transport, works to commence in a few weeks' time).
- * Slashing / weed spraying works to continue
- * The Road Maintenance Annual Program (RMAP) transport projects are scheduled to commence at the beginning of August.

CATTLE GRIDS

Council is currently in the process of creating a register of cattle grids that need to be cleaned, or replaced. Work is being prioritised on assets that require urgent maintenance, including wing repair.

JOBS GATE ROAD SEAL EXTENSION (UPDATE)

This project is part of the Fixing Local Roads Funding and is reported on a monthly basis. Stage 3 stabilizing and sealing works spanning 2km have been successfully completed, sealed and line marked. 2km has been stabilised for sealing. Expected completion of remaining works for Stage 3 expected mid- August 2024. Stage 4 completion expected for approximately July 2025.

LOCAL AND REGIONAL ROADS REPAIR PLAN

Currently completing maintenance grading and repair works on the flood-damaged Bukulla-Brenda Road, along with Twin Rivers Road, Narran Lake Road and Yarrawin Road.

Scheduled resheeting of Blackbox Road and the Gongolgon – Byrock Road will commence shortly.

The shoulder widening project on Goodooga Road, spanning 2.5 kilometres, is programmed for commencement in late August.

WORKSHOP UPDATE – JAKE BONEY

Brewarrina Garbage Truck is now registered and fully operational.

Komatsu Dozer awaiting vehicle condition report. Once completed the dozer should be available for collection.

Emphasizing the accurate completion of plant sheets to ensure adherence to proper risk assessment protocols.

DEPOT

Commenced implementation (checks) of safe storage of chemicals with Safety Data Sheets, working to ensure compliance with WHS protocols. Emphasising continued staff awareness and safety.

ATTACHMENTS

Nil

ATTACHMENTS

Nil

8.2 UTILITIES REPORT**DOC REF:****REPORT BY:** Mackinley Codrington, Transport Services Admin Officer**AUTHORISER:** Transport Manager, Transport Manager**DATE:** 10th July 2024**IP&R REFERENCE:**

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

PURPOSE

The purpose of this report is to update Council on the status as at 19 July 2024 of all works in the Utilities Section. This report is based on the 2024/2025 financial year.

RECOMMENDATION

1. THAT THE UTILITIES REPORT FOR THE MONTH OF JULY 2024 BE RECEIVED AND NOTED.

PARKS, GARDENS & WASTE:

- July comprised mostly of scheduled maintenance and conducting set up operations for the 'Stars on Ice – Brewarrina Blizzard'.
- Continued planning on Cemetery expansion with some works already starting
- Ongoing Waste Disposal improvements.
- Council started the new streamlined times for all the domestic and commercial bins, Council is delighted to report that it's transition has gone extremely well and would thank everyone involved in getting that information out to Community.

Staff have started the grounds maintenance at the Olympic Pool and the Caravan Park

WATER AND SEWER:

- 7 water mains repaired on raw water reticulation.
- 6 water mains repaired on treated water reticulation.
- Continued maintenance on sewer pumping stations throughout the shire.
- 2 boundary rise replaced for connection to Council mains.
- The Pool complex in Brewarrina is now closed and continuing off season maintenance including filter media replacement.
- Sewer mains around town were sprayed by pest control.

Microbiological Water Sampling

4 x allocated samples for Brewarrina, Weilmoringle and Goodooga were sent away for the month of July. Extra samples are taken for testing under the NSW Health's pesticide monitoring program.

Brewarrina- Barwon River Raw Water Extraction and Filtered Water Supplied.

	Filtered ML		Raw ML	
	Total	Daily	Total	Daily
July	12	0.4	50	1.8
August	12	0.4	50	1.8
September	12	0.5	60	1.9
October	14	0.5	65	2
November	19	0.5	70	2.1
December	19	0.5	65	2
January	16	0.5	65	2
February	16	0.5	70	2.1
March	12	0.4	55	1.8
April	11	0.4	48	1.8
May	12	0.4	50	1.8
June	11	0.4	48	1.8

CONTENT**Council Projects**

- Smart meter rollout has commenced as of July 2024.
- Final stage of Shared Footpath Project from Bourke St to South Bre Butchery concreting has been completed at time of report, light installation is progressing.
- Planning and Construction phases for the Brewarrina Blizzard have been completed.
- Final stages of BBQ area for Main Park has begun. Approved seating has been ordered for the area.

Community Projects

- Planning and Set Up for the 'Bre Bull Ride' scheduled for 13/07/2024 in conjunction with the Brewarrina RSL.
- 'Stars on Ice – Brewarrina Blizzard' construction and running of the event has been a massive undertaking and has received all positive reviews from the Brewarrina community.

Regulatory Officer Activity

Council assets sprayed for the month of July include;

- Town Streets & Laneways
- Brewarrina Showground
- Brewarrina Cemetery
- Town Bridge Approaches and Welcome signs
- Sewerage Treatment Works and Sewer Pump stations

Aboriginal Water and Sewer Program

- Planning stages have commenced for the upgrade of the River Water Delivery System.
- SCADA upgrade for all SPS and Water Treatment plants completed.
- Completion of rising main at Goodooga reserve completed.
- Planning has commenced cleaning of the effluent evaporation ponds at Weilmoringle.

Property Inspection

Animal control for the month of July has an ongoing focus on roaming dogs throughout the townships.

	TOTAL	COMPLAINTS	RE-HOMED	RELEASED
DOGS	6	4	3	0
CATS	2			

AERODROMES:

Brewarrina and Goodooga

- General Maintenance and inspections.
- Mowing and slashing completed around terminal, apron and taxiways.
- Minor repairs of replacement runway lights.

ATTACHMENTS

Nil

8.3 HUMAN RESOURCES**DOC REF:****REPORT BY:** Tara Byrnes, Human Resources**AUTHORISER:** David Kirby, General Manager**DATE:** 11th July 2024**IP&R REFERENCE:**

Objective 5.2.3 Effective staff training and development processes inplace

PURPOSE

The purpose of this report is to inform Council on Human Resources current positions vacant and training that will be ongoing throughout 2024.

CONTENT

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

Training and Conferences:

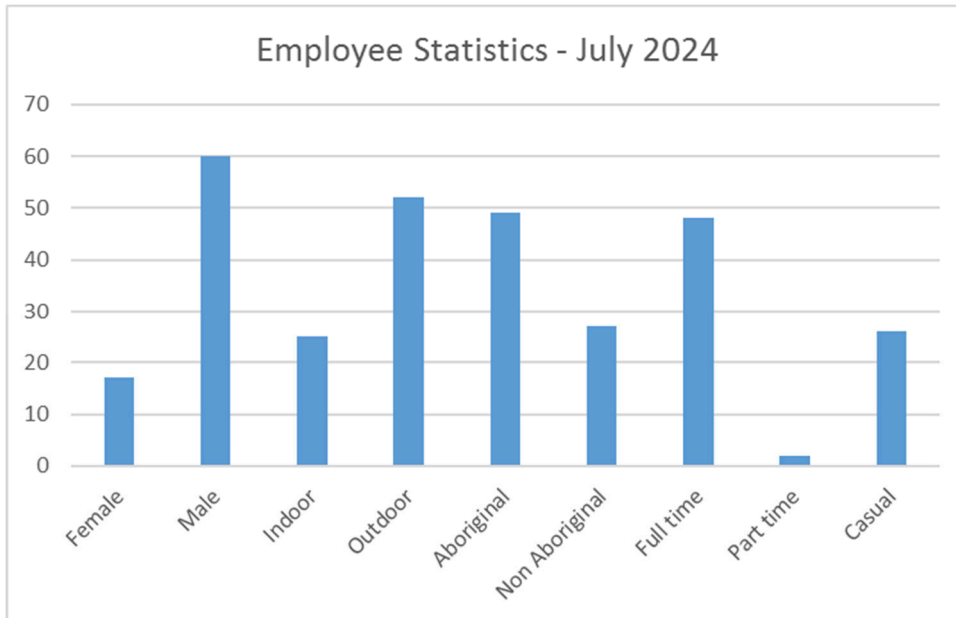
Date	Title	Description of training
16 July 24	Chem Cert	3x Transport (Walgett)
21-26.7.24	TAFE Block training	1x Mechanical Trades staff (Dubbo)
28.7-2.8.24	TAFE Block training	1x Plumbing Trades staff (Tamworth)
July – Aug 24	Safety around Overhead and Underground Electrical lines and SWMS Review	All outdoor staff (Brewarrina)
1 Aug 24	Tag and Test Training	1-2x Workshop, and 1 Maintenance Staff (Orange)
22 Aug 24	Risk Management Annual Conference StateWide	WHS Coordinator (Sydney)
20 Aug 24	First Aid Certificate	Interested indoor/outdoor staff (Brewarrina)
Aug 24	Asbestos Awareness Training	2x Maintenance and WHS Staff (Online)

Recruitment and Advertising:

Position	Reason	Filled or Readvertised
Executive Assistant	Maternity	Advertising continuing.
Technical Services Admin Officer	Resignation	Casual Appointment. F/T Position Advertising continues
Works Coordinator (Roads)	Full Time Opportunity	Appointment made
Utilities Manager	Resignation	Appointment made

Regulatory Officer	Resignation	Advertising underway
Community Engagement Coordinator	Resignation	Appointment made
Human Resources & WHS Officer	Internal	Appointment made

Employee Statistics:



Appointments:

- Cleaner (1x Casual)
- Community Engagement Coordinator
- Works Coordinator
- Utilities Manager
- Human Resources and WHS Officer

Resignations:

- Assistant Accountant
- Tourism Officer
- Youth Worker (Casual)

Building Repair and Maintenance Update:

- Ongoing rectification works at the VIC building.
- Work with EDM and Utilities staff to prepare for Brewarrina Blizzard
- Completed multiple small tasks across all departments

Incident Report Monthly Update:

<u>IR#</u>	<u>Date + Details</u>	<u>Action</u>	<u>Responsible</u>	<u>Status</u>
24-29	2024-06-24 LTI	Back injury – soft tissue/muscle Cleaning under vehicle	Roads	Returned to work after rest/recovery
24-30	2024-06-13 LTI	Knee injury while on floor concrete repair	HR	LTI now suitable duties.
24-31	2024-06-21 MVA Truck Fire	Truck fire Goodooga Road Staff attend to water supply	Roads	Improved Traffic Control and process awareness around first responders.
24-32	2024-06-24 Near Miss	Traffic control rectification	Roads	Improved Traffic Control and Contractor awareness.
24-33	2024-06-27 Vehicle damage	Shattered by plant operations	Utilities	Toolbox Talk re care and distance of vehicle from work activities must be more than 50m.
24-34	2024-06-24 LTI	Object in eye while grinding under vehicle safety glasses on	Transport	Eye washed clear at hospital. Staff Member told to wear safety goggles when grinding, Completed

CONCLUSION

To inform Council of Monthly HR and WHS Activities

GOVERNANCE IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Incidents impacting Workers Compensation: IR24-29, IR24-30

ATTACHMENTS

Nil

8.4 ECONOMIC DEVELOPMENT MANAGER REPORT

DOC REF:

REPORT BY: Fran Carter, Economic Development Manager

AUTHORISER: David Kirby, General Manager

DATE: 12th July 2024

IP&R REFERENCE:

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

PURPOSE

This report provides an overview of the key activities and initiatives undertaken by the Brewarrina Shire Council's Economic Development team for June 2024. The report serves to inform stakeholders about ongoing projects, achievements, and upcoming plans, with a focus on promoting tourism, economic growth, and community engagement within the Shire.

CONTENT

Key Activities and Achievements

Marketing and Promotion:

- **Digital Marketing Campaign:** Kamilaroi Highway group has secured funding to film a 'Great Aussie Road Trip' episode. This road trip filming project promises to showcase the unique attributes of each destination, including Brewarrina, and enhance community engagement through social media updates and a comprehensive telecast.
- **Media Engagement:** Since the engagement of our new Public Relations contractor, we have seen significant growth in active engagement across various media channels, including social media platforms, print and radio.

Regular updates and posts about local events, projects, and Council stories have contributed to this increased engagement. The engagement across various media channels has significantly boosted community involvement and awareness.

Tourism & Events:

- **Bucking Bulls Event:** Council is providing support for the annual Brewarrina RSL Club event scheduled for the 13th July through staff, equipment and promotion of the event.
- **NAIDOC week:** Collaborative efforts are being made to activate and promote events over the first week of the July School holidays through regular community meetings.
- **Stars On Ice:** The upcoming Ice Skating Rink event in Brewarrina next month, will mark its second consecutive year. Building on last year's success, the event aims to offer a

unique recreational activity that will promote community engagement and attract again over 10k -15k visitors based on last year's estimates.

It will be located at the Visitors Information Centre for the week organised and funded by Brewarrina Shire Council. Preparations are continuing with coordinating with vendors, marketing, community involvement, and risk management. The Ice Skating Rink promises significant recreational, economic, and community benefits for Brewarrina.

Economic Development Projects:

- **LiDAR Drone Survey:** Council will be conducting LiDAR Drone Operations from 8th July to 12th July within Brewarrina town and surrounding areas. These LiDAR operations will provide a Lidar survey and outputs for suitable base for detailed and accurate design and construction information for the funded projects council has been successful in obtaining. The Lidar survey will include cadastral information, service locations, or any other elements that are not visible to the extent that they can be captured.
- **Golf Club:** A draft scope of works for the Brewarrina Golf Club has been completed. This includes plans for the installation of new infrastructure, landscaping, and upgrades aimed at enhancing the overall golfing experience and attracting more visitors to the club. We are currently in the process of sourcing cost estimates and quotations from various suppliers.
- **Active Transport Strategy:** The Active Transport Strategy aims to improve pedestrian and cycling infrastructure within the Brewarrina shire, promoting healthier and more sustainable modes of transport. A detailed evaluation is in the process of being completed for the quotations received for the project.
- **Goodooga Main Place Plan Update:** The Goodooga Main Place Plan aims to revitalise the central area of Goodooga, enhancing its aesthetic appeal, functionality, and community engagement spaces. Currently developing a Request for Quotation (RFQ) document that will detail the scope of work, project objectives, deliverables, and evaluation criteria necessary.
- **4 Mile Upgrade:** The 4 Mile funding is aimed at developing and enhancing infrastructure and community facilities within the 4 Mile grounds. We are currently in the process of ensuring that all documentation is thorough, accurate, and aligned with the requirements of the funding body. Landscape architects are scheduled to visit in early July and detailed design options expected by the end of July
- **The Main Street project** aims to revitalise and enhance the central business district of Brewarrina, improving infrastructure, aesthetics, and overall community engagement. To ensure the project meets evolving needs and circumstances. Currently in the process of submitting a request for a detailed funding variation to reflect the Main Place plan along with achievements completed for Milestone 1 of the funding contract.

Signage for the Brewarrina Main Place project is currently being finalised and will soon be displayed throughout the local community. These signs will provide residents and visitors with clear information about the ongoing developments with the Main Street project.

- **Hospital Creek and Mission:** Currently progressing a proposal to develop an interpretation plan for the historical sites. Implementing an Interpretation Plan is standard practice for managing and preserving historical sites. This plan will align with the New South Wales State Government guidelines for Indigenous Heritage Sites.
- **Housing Strategic Planning Fund:** Ongoing discussions with the department to finalise the Request for Quotation (RFQ) documents for the Housing Strategic Planning Fund.

Community Engagement:

- **Goodooga Services Day:** Council staff recently attended the Goodooga Bore Baths for the inaugural 'Rates Services Day.' This event aimed to engage with the local community, provide essential council services, and foster stronger community ties. The event was a significant success, with numerous community members participating and benefiting from the services offered.

We look forward to building on this success with future initiatives aimed at enhancing community well-being and service accessibility.

CONCLUSION

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

GOVERNANCE IMPLICATIONS

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FINANCIAL IMPLICATIONS

[Type here](#)

ATTACHMENTS

Nil

8.5 MAYORS DIARY**DOC REF:****REPORT BY:** Vivian Slack-Smith, Mayor**AUTHORISER:****DATE:** 12th July 2024**IP&R REFERENCE:**

Objective 1.1.2 Maintain high levels of community cohesion and community spirit

PURPOSE

To provide an update to Council of Mayoral Activities for the month of June/July 2024.

RECOMMENDATION

That Council receive this report as information

CONTENT

- Meeting with Anglican Bishop Calder of Bathurst Anglican Church with Warwick Baines regarding the future of the Brewarrina Anglican Church. Items included future use and financial assistance with building infrastructure. The building is one of the oldest in Brewarrina having been built in the 1870's and needs ongoing infrastructure investment. Not only is it a state heritage listed building, but one that holds many memories for the families around the Brewarrina Shire. The community needs to ensure we can continue to enjoy and use the building into the future.
- Meeting with Regional Transport Minister Hon Jenny Aitchison and Member for Barwon Roy Butler. Issues discussed included the Byrock Road Business Case, Brewarrina Mainstreet Upgrades, Brewarrina Christian School Bus Service, Old Railway Land Activation and also outstanding flood damage claims. (The full brief is attached for information.)
- Ongoing discussion with Ochre Health Manager Tegan Gardiner and CEO Michelle Smith regarding locum doctor situation stressing the importance of locum doctors in Brewarrina.
- Weekly briefings with General Manager
- Weekly Western Herald articles and a number of radio interviews.

GOVERNANCE IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

CONCLUSION

That Council receive the Mayors Diary as information.

ATTACHMENTS

- 1. Briefing - Roads Minister**

11TH JULY 2024**BRIEFING - HON JENNY ATCHINSON (MINISTER REGIONAL TRANSPORT)**

COUNCIL PRIORITY MATTERS**Byrock Road**

Brewarrina Shire Council is in the process of completing a business case for Byrock Road, which forms part of the Adelaide to Brisbane Wool Trail. This road is critically important for emergency flood evacuation. If sealed, it would provide all-weather access out of Brewarrina during floods. Brewarrina was isolated for up to 12 weeks during the last flood in 2022, causing significant economic and social impacts.

The Byrock Road is the second phase of the strategic Wool Track that runs through the centre of NSW and would have major economic benefits for the interior regions of Western NSW, including Balranald, Wilcannia, Cobar, Mildura, and smaller towns in between. Brewarrina Shire completed the first phase of our section of the Wool Track, which is the 110 km of Goodooga Road construction, and would now like to complete the final stage, which is 56 km of new sealed pavement from Gongolgon to Byrock.

Council is lobbying the NSW government for \$22 million over a five-year period to complete the project and bring long-lasting economic benefits not just to the region but to the state. Once the business case is completed this October, we would like the opportunity to formally present it to you.

Brewarrina Mainstreet Upgrades

The Brewarrina Mainstreet Masterplan Redevelopment project aims to revitalise the main commercial and social hub of Brewarrina. The redevelopment plan seeks to enhance the functionality, safety, and aesthetic appeal of the mainstreet, thereby supporting local businesses, improving the quality of life for residents, and attracting visitors to the area.

Council was successful in securing \$6 million under the Regional Tourism Activation Fund for beautification works. However, the mainstreet, which is part of a State Highway, has no alternate access for heavy traffic. This has imposed increased design constraints on the pavement design, consuming a large portion of the funds to accommodate heavy vehicle traffic. This will reduce the funds available for tourism and development beautification works, significantly impacting the final project.

Council requests Transport for NSW to consider funding the major road upgrade component of the project, which includes the construction of asphalt pavement along the mainstreet area. This would allow more funds to be allocated to the beautification upgrades themselves.

Brewarrina Christian School Bus Service

We thank the Minister for her efforts in securing subsidies for the Brewarrina Christian School and the transport staff for their diligent follow-through. We hope that in the near future, a state-funded bus service will be implemented due to the increasing number of students, now in excess of 30. The current rate of enrolment suggests that within the next three years, the Christian School will have a larger enrolment than the State School.

As the Minister would appreciate, the School provides an opportunity for both Indigenous and non-Indigenous parents who cannot afford to send their children away for private education. The early success of the School means that local children will continue to have increased educational opportunities through affiliations with large private schools in Sydney and the Central Coast.

Old Railway Land

Council currently leases the old railway land in Brewarrina (Lot 1003 DPP1160544), used as a storage area for aggregate. Council has been in discussions with Transport staff for several years regarding the activation of this land and the opportunity for Council to own it. We invite the Minister to join these discussions and explore potential community projects, such as recreational areas or a new housing development in partnership with the Housing Minister.

We firmly believe that such an activation project would bring strong economic and social benefits to Brewarrina. We are currently completing a Regional Housing Strategy and would very much like the opportunity to present our ideas for the land activation to the Minister when completed.

Thank You Transport Staff

Council would like to extend our gratitude to the Minister and her staff for their work and assistance in Brewarrina, including all areas from the RMCC to Belinda Roberts and her Transport team, who do a remarkable job in all communities across the region. This is evident in the new bus service announced today and the bike kitchen coming later in the year. Transport has the biggest economic involvement of any government service in Brewarrina, and the staff on the ground do an amazing job supporting both the Council and the community. We would like to thank them for their ongoing efforts.

Sincerely,

Mayor

Vivian Slack-Smith

8.6 STATUS REPORT - JULY 2024**DOC REF:****REPORT BY:** David Kirby, General Manager**AUTHORISER:****DATE:** 12th July 2024**IP&R REFERENCE:**

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

PURPOSE

To provide Council with an update of the Brewarrina Shire Council Status Report for the month of July 2024

RECOMMENDATION

That Council note and receive the Status Report for July 2024 as information.

CONTENT

Status Report Attached

GOVERNANCE IMPLICATIONS

- Local Government Act 1993
- Brewarrina Shire Council Code of Meeting Practice

FINANCIAL IMPLICATIONS

NIL

CONCLUSION

That Council receive and note the July 2024 Status Report as information.

ATTACHMENTS

1. **Status Report - July 2024**

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>RESOLVED on MOTION by Councillor Pippas Seconded by Councillor Chapman;</p> <p>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.</p>	<p>12/07/2024 – Consultants finalising plans in August 2024</p> <p>4/12/2023 – No Change</p> <p>7/11/2023 – No Change</p> <p>5/09/2023 – Awaiting final approval from NSW Crown Lands.</p> <p>15/08/2023 – No Change</p>
27th November 2020 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
159/20	GM	<p>RESOLVED on MOTION by Councillor Stanton, Seconded by Councillor Loughnan;</p> <p>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;</p> <ul style="list-style-type: none"> • Road Safety Grid Program allocation of \$200,000.00 • Goodooga Skate Park allocation of \$100,000.00 • Brewarrina Memorial Park Picnic Areas allocation of \$100,000.00 • Brewarrina Memorial Pool – Toddlers Pool allocation of \$190,000.00 	<p>12/07/2024 – Quotations received</p> <p>4/12/2023 – Finalising design, construction to commence early 2024</p> <p>7/11/2023 – Finalising design, construction to commence early 2024</p> <p>5/09/2023 – No change</p>
24th February 2022 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
11/22	GM / FAM	<p>RESOLVED on MOTION by Councillor Pippas, 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.</p>	<p>12/07/2024 – Proposal in July Ordinary Meeting</p> <p>4/12/2023 – No change</p> <p>7/11/2023 – No change</p> <p>5/09/2023 Consultant has been engaged to finalise the committee.</p>

Status Report: Council Resolutions and Tasks to be Finalised.

22 nd April 2022 – Ordinary Council Meeting			
57/22	CHB	<p>RESOLVED on MOTION by Councillor JEFFRIES, Seconded by Councillor PIPPOS; That;</p> <ol style="list-style-type: none"> 1. Council accept the proposal to build a new facility 2. RFS to reconsider the location due to being a residential area and ongoing contamination issues 3. A further detailed proposal be provided to Council before a final decision is made 	<p>12/07/2024 – Detailed design completed 4/12/2023 – Awaiting on RFS to complete design 7/11/2023 – Detailed design phase 5/09/2023 – The topographical survey has been completed; awaiting the final design from RFS.</p>
25 th November 2022 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
158/22	CHB	<p>RESOLVED on MOTION by Councillor PIPPOS, Seconded by Councillor FRAIL; That Council;</p> <ol style="list-style-type: none"> 1. Council endorse community consultation process to commence on the re-establishment of existing Alcohol Free Zones in Brewarrina and Goodooga for the period up until 30 June 2025. 	<p>12/07/2024 – No change 4/12/2023 – No Change 7/11/2023 – Waiting feedback from local area commander 5/09/2023 – Awaiting feedback from the local area commander.</p>
24 th March 2023 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
38/23	UM / EA	<p>RESOLVED on MOTION by Councillor FRAIL, Seconded by Councillor BROWN;</p> <ol style="list-style-type: none"> 1. That Council accept the proposal from Nucleus 3 and Telstra for the supply and installation of 500 Smart Water Meters for total \$224,970 Ex GST. 2. The Council allocate \$240,000 from water reserves to complete this project 	<p>12/07/2024- Water Meter Installation Commenced. 4/12/2023 – Smart Meters in manufacturing process 7/11/2023 – Smart Meters in manufacturing process 5/09/2023 – Just finalising installation confirmation 15/08/2023 – In final stages 11/07/2023 – No Change 14/06/2023 – No Change 17/05/2023 – Finalising Designs & System</p>

Status Report: Council Resolutions and Tasks to be Finalised.

24 th November 2023 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
156/23	GM	RESOLVED on MOTION by Councillor PIPPOS; Seconded by Councillor D GORDON; That Council: Authorise the General Manager to advertise expression of Interest for other vacant residential land in Goodooga and to execute the sale of any such land in conjunction with fair market value.	12/07/2024 – Report to be tabled at August Council Meeting. 4/12/2023 – GM conducting review
23rd February 2024 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
001/24	EDM	RESOLVED Moved: Cr Douglas Gordon Seconded: Cr Angelo Pippas That 1. Council resolve to prepare further costing report in regards to caravan park based on emergency accommodation. 2. Further costing report to be tabled to council. 3. Prepare costing on Brewarrina Showground carpark with installation of electricity, and a bituminous surface car park.	12/07/2024 - Costings and Options investigations commenced

Status Report: Council Resolutions and Tasks to be Finalised.

22nd March 2024 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
032/24	GM	<p>RESOLVED Moved: Cr Donna Jeffries Seconded: Cr Douglas Gordon</p> <p>1. That upon receiving formal advice from Crown Lands, Council resolves to formally advise the General Manager further instruction via email to resolve the matter.</p>	12/07/2024 – Trespass Notice Served. Court Order Pending
25 th June 2024 – Ordinary Council Meeting			
Resolution Number	Officer Action	Information:	Action Taken:
072/24	GM	<p>Moved: Cr Douglas Gordon Seconded: Cr Noel Sheridan</p> <p>1. That Council accept the Quotation from SIMTEC for the Supply and Installation of CCTV Cameras on town entrances and Brewarrina Youth Centre for total \$161,148.01 Incl GST.</p> <p>2. Council allocate \$200,000 in the 2024-2025 financial year budget to complete the project.</p> <p>3. That Council Authorise the General Manager to negotiation with supplier for additional cameras in the Mainstreet of Brewarrina and other locations required by the NSW Police.</p> <p>The MOTION upon being PUT to the MEETING was declared CARRIED</p>	12/07/2024 – Works Commenced

Status Report: Council Resolutions and Tasks to be Finalised.

073/24	TM	<p>RESOLVED</p> <p>Moved: Cr Isaac Gordon Seconded: Cr Noel Sheridan</p> <ol style="list-style-type: none"> 1. That Council approve the proposed widening on Goodooga Road under the Roads to Recovery grant for \$870,000. 2. That the Goodooga Road Widening Project be updated in Roads to Recovery Portal. <p>The MOTION upon being PUT to the MEETING was declared CARRIED</p>	<p>12/07/2024 – Works Commence August 2024</p>

8.7 GENERAL MANAGER DIARY**DOC REF:****REPORT BY:** David Kirby, General Manager**AUTHORISER:****DATE:** 12th July 2024**IP&R REFERENCE:**

Objective 1.1.2 Maintain high levels of community cohesion and community spirit

PURPOSE

To provide Council with an update of activities from the General Managers office for the month of June/July 2024.

RECOMMENDATION

That Council receive and note the General Managers Diary as information

CONTENT

- 21st June – Works Coordinator Roads Interviews. 4 Interviews conducted.
- 24th June – Regional Development Australia Orana Board Meeting.
- 26th June - Consultation meeting with Rebel Thompson from Transport for NSW Customer Journey Resilience Plans.
- 27th June – Second phase of Utilities Manager Interviews with 2 applicants which included site visit to Brewarrina.
- 27th June – Australian Water Association Reconciliation Action Plan committee meeting.
- 27th June – Meeting with Transport regarding GNA & Safer Roads Funding for the Weilmoringle pathway from Wyalibah Aboriginal Reserve to the Post Office and Weilmoringle Public School.
- 1st July – Inception meeting with auditor Brett Hangar regarding the upcoming financial year audit that has commenced.
- 1st July – NAIDOC march with all Schools and community.
- 3rd July – Radio station interviews with 2DU and Zoo FM regarding the Brewarrina Blizzard
- 3rd July – Meeting with RMCC Contract Manager regarding the upcoming culvert replacement works on MR70 Arthur Hall VC Way.
- 8th July – ABC Radio interview Brewarrina Blizzard.
- 9th July – Meeting with Melissa Nicholson form Transport for NSW about upcoming bus service being run out of the LALC.

- 10th July – Project meeting with Hassel, Projence and project team for the mainstreet beatification works, Works is now in detailed design phase.
- 11th July – Meeting with Hon Jenny Aitchison Regional Transport Manager and Local Member Roy Butler regarding all things transport and community including Byrock Road Business Case and also upcoming funding.

GOVERNANCE IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

CONCLUSION

That Council receive the General Manager Diary for the months of June/July as information.

ATTACHMENTS

Nil

8.8 CORRESPONDENCE**DOC REF:****REPORT BY:** David Kirby, General Manager**AUTHORISER:****DATE:** 12th July 2024**IP&R REFERENCE:**

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

PURPOSE

To provide Council with an update of correspondence received relating to Council business

RECOMMENDATION

That Council note and receive Correspondence for the month of June/July 2024

CONTENT

1. Annual CPI adjustment to companion animal fees for 2024/25.
2. 2024-2025 Financial Assistance Grant allocations.
3. NSW Planning – Customer First Program

GOVERNANCE IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

CONCLUSION

That Council note and receive Correspondence for the month of June/July 2024

ATTACHMENTS

1. **Companional Animals CPI Increase**
2. **FAGS Grant Allocation**
3. **NSW Planning Portal**

Department of Planning, Housing and Infrastructure
Office of Local Government



Circular to Councils

Subject/title	Annual CPI adjustment to companion animal fees for 2024/25
Circular Details	Circular No 24-12 / 25 June 2024 / A898157
Previous Circular	23-06
Who should read this	Councillors / General Managers / Council finance staff / Companion Animal Enforcement and Administration Officers
Contact	Program Delivery Team – (02) 4428 4100 or 1300 134 460 pets@olg.nsw.gov.au
Action required	Council to Implement

What's new or changing?

Annual CPI Adjustment

- The 2024/25 fees payable for registration and permits for companion animals have been adjusted for inflation under clauses 18 and 27 of the Companion Animals Regulation 2018 (CA Regulation) calculated as prescribed under Schedule 2 of the Regulation using Consumer Price Index (CPI) by the Parliamentary Counsel.
- The new fees are effective from 1 July 2024.

Fee categories

- Category names have been amended to reflect the implementation of current legislation relating to registration that has been enabled by the new functionality of the Companion Animals Register (CAR) and new NSW Pet Registry, which allows for the individual payment of registration fees as prescribed under the CA Regulation, being:
 - Dog – Registration fee (by 12 weeks or when sold if earlier than 12 weeks of age)
 - Registration fee due at 12 weeks of age or when first sold (even if it is less than 12 weeks (clause 14 - CA Regulation)
 - Dog – Additional Fee (dog not desexed by 6 months)
 - Additional fee for a dog that is not desexed and not exempt from desexing by 6 months (clause 18 - CA Regulation) and an annual fee for a permit for a cat not desexed and not exempt from desexing by 4 months (clause 27 - CA Regulation)

T 02 4428 4100 TTY 02 4428 4209, E olg@olg.nsw.gov.au
Locked Bag 3015 NOWRA NSW 2541
www.olg.nsw.gov.au

Department of Planning, Housing and Infrastructure
Office of Local Government



- A Registration late fee will apply to an animal not registered by 12 weeks of age (plus 28 days).

Online and in person payments

- Until the functionality upgrade on the new NSW Pet Registry is complete the following fees must be paid at council:
 - Dog – Additional Fee (dog not desexed by 6 months)
 - Cat (not desexed by four months of age)
 - Dangerous dog permit
 - Restricted dog permit
- The fees above will incur a late fee if not paid after an additional 28 days.

What will this mean for council?

- Council is to apply the adjusted 2024/25 financial year companion animal registration and annual permit fees from 1 July 2024.
- Council staff need to be aware of the new payment categories.
- Councils must continue to register eligible pound/shelter and approved rehoming organisation animals through the CAR. Free registration for these animals does not mean that registration is not required. The established process of ‘flagging’ an animal as being purchased from an eligible pound/shelter is required to validate a free registration.
- Councils can encourage members of the public to establish a NSW Pet Registry account via Service NSW to pay registration fees and receive push notifications.

Key points

- The NSW Pet Registry will be updated to include the new fees for online registration and permit payments made by pet owners from 1 July 2024.
- Both the old and new fee structures will be maintained on the CAR to allow councils to correct registration details for existing records and catch up on data entry backlogs (i.e. where fees have been receipted before 1 July 2024 but not entered on the Register).

Registration Category	New fee
Dog – Registration fee (by 12 weeks or when sold if earlier than 12 wk)	\$78
Dog – Additional Fee (dog not desexed by 6 months)	\$184
Dog – Registration Combined fees (for not Desexing dog by 6 months)	\$262
Dog – Registration (by eligible pensioner)	\$34
Dog – Desexed (sold/ transferred from pound/shelter or rehoming Organisation)	\$0
Dog – Registrations (not recommended)	\$78
Dog – Registration (not recommended eligible pensioner)	\$34
Dog – Registration (recognised breeder)	\$78

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Dog – Working	\$0
Dog – Service of the State	\$0
Assistance Animal	\$0
Cat – Registration fee (by 12 weeks or when sold if earlier than 12 wk)	\$68
Cat – Registration (eligible pensioner)	\$34
Cat – Desexed (sold/ transferred from pound/shelter or rehoming Organisation)	\$0
Cat – Registration (not recommended)	\$68
Cat – Registration (not recommended - eligible pensioner)	\$34
Cat – Registration (recognised breeder)	\$68
Registration late fee	\$22
Annual permit category	New fee
Cat (not desexed by four months of age)	\$96
Dangerous dog	\$230
Restricted dog	\$230
Permit late fee	\$22

Where to go for further information

- A list of registration categories, current fees and the new fees for 2024/25 is provided on the Office of Local Government’s (OLG) website at www.olg.nsw.gov.au/public/dogs-cats/nsw-pet-registry/microchipping-and-registration.
- Information relating to the processing of registration fees is available in Companion Animals Guideline 1 – Registration Agents, available on OLG’s website at www.olg.nsw.gov.au/councils/responsible-pet-ownership/nsw-pet-registry/the-cat-and-dog-register.
- Information on the new functionality and separate payments for registration and the additional fee for non-desexed animals that are not exempt can be found by contacting Pet Helpline 1300 134 460.
- Contact pets@olg.nsw.gov.au for information about the fees.

Brett Whitworth
Deputy Secretary, Office of Local Government

Department of Planning, Housing and Infrastructure
Office of Local Government



Circular to Councils

Subject/title	2024-25 Financial Assistance Grants (FA Grants) – advance payment
Circular Details	GC153 / 28 June 2024 / A902652
Previous Circular	GC152 / 28 June 2023 / A864741
Who should read this	Councillors / General Managers / Finance Managers
Contact	Helen Pearce / 02 4428 4131 / olg@olg.nsw.gov.au
Action required	Information

What's new or changing?

The Commonwealth Government has announced the advance payment of the preliminary 2024-25 FA Grants will represent approximately 85% of the amount councils are entitled to.

Further adjustments to the remaining payments will take into account:

- the determination by the Commonwealth Treasurer of the final adjustments for 2023-24
- the Local Government Grants Commission's (the Commission) final recommendations for 2024-25.

The Commission will advise councils of the recommendations when they have been finalised after the Commonwealth advises the amount of the final adjustments.

What will this mean for council?

- The advance payment amount, as set out in the attached schedule, will be paid to councils without delay.
- A media release advising of the Commonwealth's decision to make an advance payment is attached.
- The balance of the grants will be paid in quarterly instalments during 2024 25.

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- The first quarterly instalment is expected to be paid to councils in mid-August 2024, with subsequent instalments in November 2024, February 2025, and May 2025.
- All councils will be advised by letter of individual estimated entitlements for the 2024-25 FA Grants.

Key points

- The grants are paid under the provisions of the *Local Government (Financial Assistance) Act 1995* (Cth).
- The total amount of the annual FA Grants, and whether and when an advance payment is made, is determined by the Federal Government.
- Over the past 6 years, the FA Grants program has been transitioning to a revised funding model which provides an upper limit of +5% and lower limit 0% on an individual council's' general purpose component when compared year on year.
- No council has been receiving a lower general purpose grant than the previous year during transition.
- The NSW Grants Commission has been working in consultation with local councils on a strategy to restore the former upper and lower limits.
- The Commission has resolved to commence restoration of the former upper and lower limits in 2025-26, which is anticipated to be within a range of +6 to -4%.
- The FA Grants will remain in transition with a 0% lower limit in 2024-25.

Where to go for further information

- Updates about the transition and general information are available on the Office of Local Government Website:
<https://www.olg.nsw.gov.au/commissions-and-tribunals/grants-commission>
- Please contact Helen Pearce, Executive Officer, if you require any further information.

A handwritten signature in blue ink that reads 'Helen Pearce'.

Helen Pearce
Executive Officer, Local Government Grants Commission

ADVANCE PAYMENT OF THE 2024-25 INDICATIVE PRELIMINARY LOCAL GOVERNMENT FINANCIAL ASSISTANCE GRANTS

85% of Estimate for 2024-25 from LGGC				
State	Council Name	GP	LR	Total
NSW	Albury City Council	5,149,124	1,656,985	6,806,109
NSW	Armidale Regional Council	4,813,583	2,577,346	7,390,929
NSW	Ballina Shire Council	3,477,118	1,640,016	5,117,134
NSW	Balranald Shire Council	3,647,775	1,474,753	5,122,528
NSW	Bathurst Regional Council	4,609,204	2,242,671	6,851,875
NSW	Bayside Council	3,964,880	1,298,588	5,263,468
NSW	Bega Valley Shire Council	5,716,132	2,311,141	8,027,273
NSW	Bellingen Shire Council	3,398,969	1,069,854	4,468,823
NSW	Berrigan Shire Council	3,950,505	1,512,668	5,463,173
NSW	Blacktown City Council	12,424,938	4,147,951	16,572,889
NSW	Bland Shire Council	5,506,360	3,356,164	8,862,524
NSW	Blayney Shire Council	2,181,137	963,627	3,144,764
NSW	Blue Mountains City Council	7,668,561	1,468,077	9,136,638
NSW	Bogan Shire Council	3,585,658	1,611,764	5,197,422
NSW	Bourke Shire Council	5,430,426	2,143,351	7,573,777
NSW	Brewarrina Shire Council	4,220,665	1,455,789	5,676,454
NSW	Broken Hill Council of the City of	5,380,102	591,448	5,971,550
NSW	Burwood Council	961,102	306,492	1,267,594
NSW	Byron Shire Council	2,332,594	1,366,446	3,699,040
NSW	Cabonne Shire Council	3,396,016	2,294,476	5,690,492
NSW	Camden Council of the City of	2,921,025	1,976,050	4,897,075
NSW	Campbelltown City Council	7,617,475	2,067,187	9,684,662
NSW	Canada Bay Council City of	1,980,089	675,481	2,655,570
NSW	Canterbury-Bankstown Council	8,229,965	2,848,760	11,078,725
NSW	Carrathool Shire Council	4,662,275	2,614,777	7,277,052
NSW	Central Coast Council (NSW)	21,970,122	4,853,996	26,824,118
NSW	Central Darling Shire Council	5,355,986	1,777,809	7,133,795
NSW	Cessnock City Council	5,715,791	2,075,874	7,791,665
NSW	Clarence Valley Council	7,973,135	3,787,674	11,760,809
NSW	Cobar Shire Council	4,985,407	1,914,487	6,899,894
NSW	Coffs Harbour City Council	5,455,885	2,526,024	7,981,909
NSW	Coolamon Shire Council	2,915,355	1,438,463	4,353,818
NSW	Coonamble Shire Council	3,415,943	1,825,164	5,241,107
NSW	Cootamundra-Gundagai Regional Council	4,246,467	1,744,912	5,991,379
NSW	Cowra Shire Council	3,772,995	1,619,837	5,392,832
NSW	Cumberland Council	5,926,826	1,960,030	7,886,856
NSW	Dubbo Regional Council	8,369,689	3,828,580	12,198,269
NSW	Dungog Shire Council	2,047,318	1,029,243	3,076,561
NSW	Edward River Council	4,614,746	1,687,685	6,302,431
NSW	Eurobodalla Shire Council	5,789,166	1,886,406	7,675,572
NSW	Fairfield City Council	6,869,973	1,850,191	8,720,164
NSW	Federation Council	5,127,110	2,499,439	7,626,549
NSW	Forbes Shire Council	4,123,356	2,154,336	6,277,692
NSW	Georges River Council	3,424,579	1,211,876	4,636,455
NSW	Gilgandra Council	3,183,852	1,490,127	4,673,979
NSW	Glen Innes Severn Council	3,369,323	1,529,284	4,898,607
NSW	Goulburn Mulwaree Council	3,819,970	2,009,941	5,829,911
NSW	Greater Hume Shire Council	3,826,771	2,343,244	6,170,015
NSW	Griffith City Council	4,611,358	1,807,501	6,418,859
NSW	Gunnedah Shire Council	3,513,656	1,796,085	5,309,741
NSW	Gwydir Shire Council	3,503,727	2,425,702	5,929,429
NSW	Hawkesbury City Council	2,508,670	1,862,987	4,371,657
NSW	Hay Shire Council	2,982,026	900,051	3,882,077
NSW	Hills Shire Council The	4,505,974	2,378,773	6,884,747
NSW	Hilltops Council	5,953,067	3,123,557	9,076,624

NSW	Hornsby Shire Council	3,338,395	1,547,894	4,886,289
NSW	Hunter's Hill Council	373,115	133,485	506,600
NSW	Inner West Council	4,080,542	1,427,969	5,508,511
NSW	Inverell Shire Council	4,631,572	2,471,455	7,103,027
NSW	Junee Shire Council	2,308,988	1,021,897	3,330,885
NSW	Kempsey Shire Council	4,838,037	2,115,840	6,953,877
NSW	Kiama Municipal Council	1,393,122	636,219	2,029,341
NSW	Ku-Ring-Gai Council	2,751,411	1,228,428	3,979,839
NSW	Kyogle Council	3,439,884	1,778,707	5,218,591
NSW	Lachlan Council	6,879,136	3,770,579	10,649,715
NSW	Lake Macquarie City Council	13,880,027	3,165,011	17,045,038
NSW	Lane Cove Municipal Council	950,050	316,294	1,266,344
NSW	Leeton Shire Council	4,023,586	1,164,141	5,187,727
NSW	Lismore City Council	4,674,153	2,172,505	6,846,658
NSW	Lithgow Council City of	4,015,563	1,394,275	5,409,838
NSW	Liverpool City Council	6,033,782	2,666,914	8,700,696
NSW	Liverpool Plains Shire Council	2,913,186	1,528,166	4,441,352
NSW	Lockhart Shire Council	2,695,981	1,502,666	4,198,647
NSW	Lord Howe Island Board	294,937	0	294,937
NSW	Maitland City Council	5,799,226	1,608,635	7,407,861
NSW	Mid-Coast Council	13,224,357	6,053,657	19,278,014
NSW	Mid-Western Regional Council	4,776,604	2,749,685	7,526,289
NSW	Moree Plains Shire Council	5,756,623	3,212,259	8,968,882
NSW	Mosman Municipal Council	768,612	249,087	1,017,699
NSW	Murray River Council	6,135,087	3,287,656	9,422,743
NSW	Murrumbidgee Council	3,541,244	1,818,900	5,360,144
NSW	Muswellbrook Shire Council	3,065,459	1,006,102	4,071,561
NSW	Nambucca Valley Council	3,260,185	1,384,067	4,644,252
NSW	Narrabri Shire Council	5,573,569	2,611,633	8,185,202
NSW	Narrandera Shire Council	3,795,843	1,762,508	5,558,351
NSW	Narromine Shire Council	3,460,272	1,610,148	5,070,420
NSW	Newcastle City Council	10,664,134	2,008,437	12,672,571
NSW	North Sydney Council	1,560,367	512,642	2,073,009
NSW	Northern Beaches Council	5,805,202	2,372,924	8,178,126
NSW	Oberon Council	2,177,465	1,075,304	3,252,769
NSW	Orange City Council	3,865,043	1,336,220	5,201,263
NSW	Parkes Shire Council	4,883,575	2,377,062	7,260,637
NSW	Parramatta Council City of	6,783,527	2,188,076	8,971,603
NSW	Penrith City Council	7,879,831	2,845,682	10,725,513
NSW	Port Macquarie Hastings Council	6,550,863	3,366,450	9,917,313
NSW	Port Stephens Council	5,604,826	1,390,028	6,994,854
NSW	Queanbeyan-Palerang Regional Council	3,797,244	2,873,956	6,671,200
NSW	Randwick City Council	3,104,071	983,730	4,087,801
NSW	Richmond Valley Council	4,016,725	1,750,502	5,767,227
NSW	Ryde Council of the City of	2,940,634	1,049,682	3,990,316
NSW	Shellharbour Council of the City of	4,416,724	1,144,088	5,560,812
NSW	Shoalhaven City Council	9,188,996	3,937,601	13,126,597
NSW	Silverton Village Committee Incorporated	37,187	0	37,187
NSW	Singleton Council	2,849,182	1,521,917	4,371,099
NSW	Snowy Monaro Regional Council	7,451,509	3,091,974	10,543,483
NSW	Snowy Valleys Council	4,989,495	1,548,306	6,537,801
NSW	Strathfield Municipal Council	1,106,312	331,140	1,437,452
NSW	Sutherland Shire Council	5,092,503	2,218,257	7,310,760
NSW	Sydney Council of the City of	5,007,068	1,419,454	6,426,522
NSW	Tamworth Regional Council	6,654,458	4,786,756	11,441,214
NSW	Temora Shire Council	2,814,358	1,458,677	4,273,035
NSW	Tenterfield Shire Council	3,871,998	1,852,440	5,724,438
NSW	Tibooburra Village Committee Incorporated	83,503	0	83,503

NSW	Tweed Shire Council	8,048,321	3,222,258	11,270,579
NSW	Upper Hunter Shire Council	3,678,157	2,173,678	5,851,835
NSW	Upper Lachlan Shire Council	3,383,686	2,233,331	5,617,017
NSW	Uralla Shire Council	1,989,811	1,037,641	3,027,452
NSW	Wagga Wagga City Council	7,274,470	3,672,567	10,947,037
NSW	Walcha Council	1,953,974	1,050,229	3,004,203
NSW	Walgett Shire Council	5,479,577	2,176,431	7,656,008
NSW	Warren Shire Council	2,390,379	1,157,649	3,548,028
NSW	Warrumbungle Shire Council	5,421,216	2,733,739	8,154,955
NSW	Waverley Council	1,547,366	463,857	2,011,223
NSW	Weddin Shire Council	2,246,449	1,129,493	3,375,942
NSW	Wentworth Shire Council	4,677,475	1,950,693	6,628,168
NSW	Willoughby City Council	1,687,339	628,318	2,315,657
NSW	Wingecarribee Shire Council	3,365,694	2,162,703	5,528,397
NSW	Wollondilly Shire Council	2,471,491	1,557,951	4,029,442
NSW	Wollongong City Council	16,658,757	2,714,840	19,373,597
NSW	Woollahra Council of the City of	1,184,348	448,665	1,633,013
NSW	Yass Valley Council	2,059,591	1,562,076	3,621,667
NSW Total	Total is a formula	602,491,370	247,925,346	850,416,716

NSW Total	Total copy paste Value only	\$602,491,370.00	\$247,925,346.00	\$850,416,716.00
	check	\$0.00	\$0.00	\$0.00

The Hon Paul Scully MP
Minister for Planning and Public Spaces



MIN24-677

Subject: NSW Planning Portal – Customer First Program

Dear Council colleagues

I am writing to advise that I have asked the Department of Planning, Housing and Infrastructure (the Department) to pause the development of new services and features for the NSW Planning Portal (the Portal), until such time as some key improvements to its operation have been completed.

The performance and user experience of the Portal has not met expectations in the past, so I don't believe we should be asking you as users to accommodate new functionality when we are still addressing issues raised with its current operation.

Some of the work carried out this year includes:

- responding to your concerns, through the Portal Interface Groups and individual issues raised with me.
- increasing the resources available to the Portal support team, including engaging Service NSW to triage phone calls and onboarding a temporary call centre workforce.
- developing a heat map of open issues for each council and assigning a dedicated customer support representative to prioritise and resolve these.

The Department has also reduced the backlog of the Portal tickets by 70 per cent since November 2023.

I am committed to improving the Portal's performance. In this year's NSW Budget, the Government allocated \$20.4 million to improve Portal operations. In the coming financial year, I have asked the Department to:

- prioritise co-design with councils' transition to a new operating model to implement Portal upgrades to fix legacy issues.
- implement the NSW Planning Portal Customer First Program to improve the user experience.
- strengthen cybersecurity resilience and improve user information privacy.
- enhance accessibility and inclusivity for all Portal users.
- publish a feature and technology roadmap for the next 2 years, including mandated and optional features.

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The introduction of new services and features to the Portal will only be recommenced when the ongoing program of enhancements to the Portal is completed to make it easier for councils to manage and action applications and requests.

From July to September, the Department will host State workshops bringing representatives from councils together to provide feedback and identify solutions.

To nominate an attendee for these workshops or if you have any questions about the activities, Nerida Mooney, Acting Executive Director Digital, Analytics & Insights, at the Department can be contacted at nerida.mooney@dpi.nsw.gov.au.

With these improvements, together we will work to deliver much-needed housing and job-creating projects.

Thank you for your continued service to the people of NSW.

Yours sincerely



Paul Scully MP
Minister for Planning and Public Spaces

20/6/24

9 NOTICE OF MOTION / QUESTIONS WITH NOTICE**9.1 QUESTIONS NEXT MEETING****DOC REF:****REPORT BY:** David Kirby, General Manager**AUTHORISER:****DATE:** 12th July 2024

The following questions on notice was received from Councillors 23rd July 2024.

QUESTIONS

Floor open to questions from Councillors for next meeting

RESPONSE

TBC

RECOMMENDATION

1. That Questions Next Meeting be received and noted.
2. The General Manager provide a full response to all questions raised.

ATTACHMENTS

Nil

10 OPEN SESSION

11 CONCLUSION OF MEETING