



**Liverpool
Plains**
Shire Council

BUSINESS PAPER

**Ordinary Council Meeting
Wednesday, 28 May 2025**

I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Wednesday, 28 May 2025

Time: 2:30 PM

Location: Council Chambers

**Cian Middleton
General Manager**

Order Of Business

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- 1 ACKNOWLEDGEMENT OF COUNTRY AND COUNCIL PRAYER**
- 2 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS
OR ATTENDANCE VIA AUDIO-VISUAL LINK BY COUNCILLORS**

3 CONFIRMATION OF MINUTES

3.1 MINUTES OF THE COUNCIL MEETING HELD ON 23 APRIL 2025

File Number: G2025/0165
Author: Christie Pearson, Executive Services Coordinator
Authoriser: Cian Middleton, General Manager
Annexures: A. Minutes of the Council Meeting held on 23 April 2025

RECOMMENDATION

1. That the Minutes of the Council Meeting held on 23 April 2025 be received and the recommendations therein be adopted.

**MINUTES OF LIVERPOOL PLAINS SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON WEDNESDAY, 23 APRIL 2025 AT 2:30 PM**

PRESENT: Cr Ken Cudmore, Cr Donna Lawson, Cr Jason Allan, Cr Shawn Cain, Cr Terry Cohen, Cr James Robertson, Cr Charlie Simkin

IN ATTENDANCE: Glenn Inglis (Acting General Manager), Dean Frost (Director Corporate and Community Services), Nathan Skelly (Director Infrastructure and Environmental Services), Christie Pearson (Executive Operations)

AUDIO RECORDING OF MEETINGS

The Mayor informed the meeting as follows:

A webcast of this meeting will be published to Council's website at www.liverpooplains.nsw.gov.au so that it is available for viewing by members of the public.

1 ACKNOWLEDGEMENT OF COUNTRY AND COUNCIL PRAYER

Cr Jason Allan recited the Acknowledgement of Country and the Council Prayer.

2 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS OR ATTENDANCE VIA AUDIO-VISUAL LINK BY COUNCILLORS

The Mayor invited apologies and applications for leave of absence.

2.1 APPLICATION TO ATTEND VIA AUDIO-VISUAL LINK

RESOLUTION 2025/66

Moved: Cr Jason Allan

Seconded: Cr James Robertson

That the application submitted by Cr Charlie Simkin to attend the meeting by audio-visual link be accepted due to work commitments.

CARRIED

3 CONFIRMATION OF MINUTES**3.1 MINUTES OF THE COUNCIL MEETING HELD ON 26 MARCH 2025**

RESOLUTION 2025/67

Moved: Cr Jason Allan

Seconded: Cr Terry Cohen

1. That the Minutes of the Council Meeting held on 26 March 2025 be received and the recommendations therein be adopted.

CARRIED

4 DISCLOSURES OF INTERESTS

The Mayor requested Councillors disclose any conflicts of interest in matters under consideration at the Ordinary Meeting, in accordance with Part 4 and Part 5 of the Code of Conduct.

Cr Cain declared a pecuniary interest in relation to item 6.6 - Infrastructure & Environmental Services Directorate Report for the reason that he provides services to the Water and Waste Water division of Council. If there are any items that require discussion he will vacate the chamber.

5 MAYORAL MINUTE(S)**5.1 MAYORAL MINUTE - MARCH 2025**

RESOLUTION 2025/68

Moved: Cr Ken Cudmore

Seconded: Cr Donna Lawson

That Council:

1. Receive and note the Mayoral Minute for March 2025.

CARRIED

5.2 MAYORAL MINUTE - DELEGATIONS TO GENERAL MANAGER

RESOLUTION 2025/69

Moved: Cr Ken Cudmore

Seconded: Cr Shawn Cain

That Council:

1. Delegate to Cian Middleton upon his commencement as General Manager on 28 April 2025, the General Manager Instrument of Sub-Delegation and the Financial Delegation limits pursuant to Council resolution 2023/114.

CARRIED

6 REPORTS TO COUNCIL**6.1 EXECUTIVE SERVICES REPORT - MARCH 2025.**

RESOLUTION 2025/70

Moved: Cr Terry Cohen

Seconded: Cr Shawn Cain

That Council:

1. Receive and note the Executive Services Report for March 2025.

CARRIED

6.2 RESOLUTIONS REGISTER UPDATE

RESOLUTION 2025/71

Moved: Cr Donna Lawson

Seconded: Cr Jason Allan

That Council:

1. Receive and note the Resolutions Register as at 14 April 2025 as appended at *Annexure 1* and the Resolution Register for 2023 and 2024 as appended at *Annexure 2*.

CARRIED

6.3 CORPORATE AND COMMUNITY SERVICES DIRECTORATE REPORT MARCH 2025

RESOLUTION 2025/72

Moved: Cr Jason Allan

Seconded: Cr Shawn Cain

That Council:

1. Receive and note the Corporate and Community Services Directorate update report for March 2025.

CARRIED

6.4 COMMUNITY FUNDING PROGRAM ROUND 2 2024/2025

RESOLUTION 2025/73

Moved: Cr Jason Allan

Seconded: Cr James Robertson

That Council:

1. Approve the following grant allocations:

• Werris Creek Rugby League Football Club	\$750.00
• Quirindi District Cricket Association	\$800.00
• Club Willow Tree	\$1,000.00
• Quirindi District Historical Society	\$2,000.00
• Challenge Community Services	\$1,190.00
• Plains Inc	\$1,500.00
• Quota International	\$500.00
• Quirindi Rotary Club	\$600.00
• Spring Ridge Rifle Club	\$1,500.00
• Quirindi Rural Heritage Village	\$2,000.00
• Quirindi Pony Club	\$1,000.00
• Wallabadah Racecourse Reserve Trust	\$1,160.00

CARRIED

6.5 STATEMENT OF INVESTMENTS - MARCH 2025

RESOLUTION 2025/74

Moved: Cr Terry Cohen

Seconded: Cr Donna Lawson

That Council:

1. Receive and note the Statement of Investments as at 31 March 2025 as appended.

CARRIED

6.6 INFRASTRUCTURE & ENVIRONMENTAL SERVICES DIRECTORATE REPORT MARCH 2025

RESOLUTION 2025/75

Moved: Cr Donna Lawson

Seconded: Cr Jason Allan

That Council:

1. Receive and note the Infrastructure & Environmental Services Directorate report for the month of March 2025.

At 2:49pm, Cr Charlie Simkin left the meeting due to an emergency and did not return.

CARRIED

7 DELEGATES REPORTS

Nil

8 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil

9 CONFIDENTIAL MATTERS

RESOLUTION 2025/76

Moved: Cr Donna Lawson

Seconded: Cr Shawn Cain

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:

9.1 SPT312425LPSC Wet & Dry Plant Hire

This matter is considered to be 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, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

9.2 T022526NAMOI- Provision of Road Stabilising

This matter is considered to be 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, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

9.3 RFT 113/2025-Tender for Supply and Delivery of 2 x Tipper Truck and Dog

This matter is considered to be 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, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

9.4 RFT110-2024 - Yarraman Creek Bridge - Design and Construction

This matter is considered to be 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, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

CARRIED

REPORT ON CONFIDENTIAL MATTERS**9 CONFIDENTIAL MATTERS****9.1 SPT312425LPSC WET & DRY PLANT HIRE**

RESOLUTION 2025/77

Moved: Cr Donna Lawson

Seconded: Cr Jason Allan

That Council:

1. Approve all tenders received for Tender No SPT312425LPSC as suppliers for the provision of plant and equipment hire for the period 1 May 2025 to 30 April 2027 .
2. Approve that provision be allowed for 2 x 12-month extension of Tender No SPT312425LPSC

CARRIED

9.2 T022526NAMOI- PROVISION OF ROAD STABILISING

RESOLUTION 2025/78

Moved: Cr Donna Lawson

Seconded: Cr James Robertson

That Council:

1. Approve all the tenders received for the provision of Road Stabilising services for the period 1 May 2025 to 31 December 2026.
2. Allow for a 12-month extension of the contract based on satisfactory supplier performance, which may extend the contract through to 31 December 2027

CARRIED

9.3 RFT 113/2025-TENDER FOR SUPPLY AND DELIVERY OF 2 X TIPPER TRUCK AND DOG

RESOLUTION 2025/79

Moved: Cr Donna Lawson

Seconded: Cr Shawn Cain

That Council:

1. Accepts the tender submitted by JT Fossey Sales Pty Ltd for the supply and delivery of two Mack Anthem Truck and Dog combinations at a cost of \$996,522.00 (Inclusive GST).

CARRIED

9.4 RFT110-2024 - YARRAMAN CREEK BRIDGE - DESIGN AND CONSTRUCTION

RESOLUTION 2025/80

Moved: Cr Donna Lawson

Seconded: Cr Jason Allan

That Council:

1. Accepts the tender submitted by Central Industries for the construction of the Yarraman Creek Crossing Culvert at a cost of \$1,156,650.00 (Exclusive GST).

CARRIED

RESOLUTION 2025/81

Moved: Cr Shawn Cain

Seconded: Cr Donna Lawson

That Council moves out of Closed Council into Open Council.

CARRIED

At 3.27pm the Meeting moved back into Open Council. In accordance with the Liverpool Plains Shire Council Code of Meeting Practice, Sections 14.22 & 14.23, the Acting General Manager provided a summary of the resolutions passed in Closed Council.

The Meeting closed at 3:30pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 28 May 2025.

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CHAIRPERSON

3.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 12 MAY 2025

File Number: G2025/0166

Author: Christie Pearson, Executive Services Coordinator

Authoriser: Cian Middleton, General Manager

Annexures: A. Minutes of the Extraordinary Council Meeting held on 12 May 2025

RECOMMENDATION

1. That the Minutes of the Extraordinary Council Meeting held on 12 May 2025 be received and the recommendations therein be adopted.

**MINUTES OF LIVERPOOL PLAINS SHIRE COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON MONDAY, 12 MAY 2025 AT 2:30 PM**

PRESENT: Cr Ken Cudmore, Cr Terry Cohen, Cr Donna Lawson, Cr Jason Allan, Cr Charlie Simkin, Cr Shawn Cain, Cr James Robertson

IN ATTENDANCE: Cian Middleton (General Manager), Dean Frost (Director Corporate and Community Services), Nathan Skelly (Director Infrastructure and Environmental Services), Deborah Perry-Brown (Executive Support), Jared McCulloch (Coordinator Governance, Risk and Corporate Records).

AUDIO RECORDING OF MEETINGS

The Mayor informed the meeting as follows:

“This meeting of Liverpool Plains Shire Council is being recorded and a webcast of this meeting will be published to Council’s website at www.liverpoolplains.nsw.gov.au so that it is available for viewing by members of the public.”

1 ACKNOWLEDGEMENT OF COUNTRY AND COUNCIL PRAYER

Cr Terry Cohen recited the Acknowledgement of Country and the Council Prayer.

2 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

2.1 APPLICATION TO ATTEND VIA AUDIO-VISUAL LINK

RESOLUTION 2025/82

Moved: Cr Terry Cohen

Seconded: Cr Donna Lawson

That Council accept the applications submitted by Cr James Robertson and Cr Charlie Simkin to attend the Extraordinary Council Meeting via audio-visual link.

CARRIED

3 DISCLOSURES OF INTERESTS

Nil

4 REPORTS OF THE DIRECTOR CORPORATE AND COMMUNITY SERVICES

4.1 PUBLIC EXHIBITION - DRAFT COMMUNITY STRATEGIC PLAN 2026-2035

RESOLUTION 2025/83

Moved: Cr Donna Lawson

Seconded: Cr Shawn Cain

That Council:

1. Endorse the draft Community Strategic Plan, appended at *Annexure A*, for public exhibition.
2. Receive a further report regarding the draft Community Strategic Plan at the June Ordinary Meeting following completion of the public exhibition period.

CARRIED

4.2 PUBLIC EXHIBITION - DRAFT COMBINED DELIVERY PROGRAM 2026-2029 AND OPERATIONAL PLAN 2025-2026 INCLUDING DRAFT FEES AND CHARGES SCHEDULE 2025-2026

RESOLUTION 2025/84

Moved: Cr Jason Allan

Seconded: Cr Donna Lawson

That Council:

1. Endorse the draft combined Delivery Program 2026-2029 and Operational Plan 2025-2026, appended at *Annexure A*, for public exhibition.
2. Endorse the draft Fees and Charges Schedule 2025-2026, appended at *Annexure B*, for public exhibition.
3. Receive a further report regarding the draft combined Delivery Program 2026-2029 and Operational Plan 2025-2026 and draft Fees and Charges Schedule 2025-2026 at the June Ordinary Meeting following completion of the public exhibition period.

CARRIED

4.3 PUBLIC EXHIBITION - DRAFT LONG-TERM FINANCIAL PLAN 2026-2035

RESOLUTION 2025/85

Moved: Cr Donna Lawson

Seconded: Cr Terry Cohen

That Council:

1. Endorse the draft Long-Term Financial Plan 2026-2035, appended at *Annexure A*, for public exhibition.
2. Notes the draft Long-Term Financial Plan 2026-2035 is a guide for Council decision-making into the future and does not commit Council to any of the actions modelled within the scenarios contained in the Plan.
3. Receive a further report regarding the draft Long-Term Financial Plan at the June Ordinary Meeting following completion of the public exhibition period.

CARRIED

5 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND ENVIRONMENTAL SERVICES**5.1 PUBLIC EXHIBITION - ASSET MANAGEMENT PLANS**

RESOLUTION 2025/86

Moved: Cr Shawn Cain

Seconded: Cr Donna Lawson

That Council:

1. Endorse the following draft Asset Management Plans for public exhibition:
 - (a) Draft Aerodrome Asset Management Plan appended at *Annexure A*
 - (b) Draft Buildings Asset Management Plan as appended at *Annexure B*
 - (c) Draft Fleet Asset Management Plan as appended at *Annexure C*
 - (d) Draft Parks and Recreation Asset Management Plan as appended at *Annexure D*
 - (e) Draft Transportation Asset Management Plan as appended at *Annexure E*
 - (f) Draft Centralised Waste Water Asset Management Plan as appended at *Annexure F*
 - (g) Draft Town Water Supplies Asset Management Plan as appended at *Annexure G*
2. Place the draft Asset Management Strategy, appended at *Annexure H*, for public exhibition.
3. Receive a further report regarding the draft Asset Management Strategy and Asset Management Plans at the June Ordinary Meeting following completion of the public exhibition period.

CARRIED

6 CONFIDENTIAL MATTERS

RESOLUTION 2025/87

Moved: Cr Terry Cohen

Seconded: Cr Shawn Cain

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:

6.1 Statutory Post-Election Organisation Structure Review

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).

CARRIED

REPORT ON CONFIDENTIAL MATTERS**6 CONFIDENTIAL MATTERS****6.1 STATUTORY POST-ELECTION ORGANISATION STRUCTURE REVIEW**

RESOLUTION 2025/88

Moved: Cr Ken Cudmore

Seconded: Cr Donna Lawson

That Council:

1. Pursuant to section 333 of the *Local Government Act 1993*, endorse the proposed organisation structure appended at *Annexure A*.

CARRIED

RESOLUTION 2025/89

Moved: Cr Terry Cohen

Seconded: Cr Shawn Cain

That Council moves out of Closed Council into Open Council.

CARRIED

At 3.27pm the Meeting moved back into Open Council. In accordance with the Liverpool Plains Shire Council Code of Meeting Practice, Sections 14.22 & 14.23, the Mayor provided a summary of the resolutions passed in Closed Council.

The Meeting closed at 3:31pm.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Liverpool Plains Shire Council held on 28 May 2025.

.....
CHAIRPERSON

3.3 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 21 FEBRUARY 2025

File Number: G2025/0169

Author: Jared McCulloch, Coordinator Governance, Risk and Corporate Records

Authoriser: Cian Middleton, General Manager

Annexures: A. Minutes of the Audit, Risk and Improvement Committee Meeting held on 21 February 2025

RECOMMENDATION

1. That the Minutes of the Audit, Risk and Improvement Committee Meeting held on 21 February 2025 be received and the recommendations therein be adopted.

**MINUTES OF LIVERPOOL PLAINS SHIRE COUNCIL
AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON FRIDAY, 21 FEBRUARY 2025 AT 11:00 AM**

PRESENT: Mr Michael O'Connor, Mr Tony Harb, Mr Les Hullick, Cr Terry Cohen

IN ATTENDANCE: Glenn Inglis (Acting General Manager), Dean Frost (Director Corporate and Community Services), Nathan Skelly (Director Infrastructure and Environmental Services), Chris Powell (Chief Financial Officer), Jared McCulloch (Coordinator Governance, Risk and Corporate Records)

1 WELCOME

The Chairperson welcomed Mr Glenn Inglis as Acting General Manager.

2 APOLOGIES

Nil

3 DISCLOSURES OF INTERESTS

The Chairperson disclosed his positions on the following Audit, Risk and Improvement Committees:

- Chair – Bathurst Regional Council Audit, Risk and Improvement Committee
- Chair – Muswellbrook Shire Council Audit, Risk and Improvement Committee
- Chair – Upper Hunter Weeds Authority Audit, Risk and Improvement Committee
- Chair – Gunnedah Shire Council Audit, Risk and Improvement Committee
- Member – Armidale Regional Council Audit, Risk and Improvement Committee

The Deputy Chairperson disclosed he is currently providing assurance services to Civic Risk and Lambourne Partners. He is disclosing this interest as Lambourne Partners currently provide Internal Audit services to Council.

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 6 DECEMBER 2024

COMMITTEE RESOLUTION ARIC2025/36

Moved: Mr Michael O'Connor

Seconded: Mr Les Hullick

1. That the Minutes of the Audit, Risk and Improvement Committee Meeting held on 6 December 2024 be received and the recommendations therein be adopted.

CARRIED**5 GENERAL BUSINESS****5.1 PRESENTATION OF 2024 EA MANAGEMENT LETTER AND ENGAGEMENT PLAN 2025**

COMMITTEE RESOLUTION ARIC2025/37

Moved: Mr Michael O'Connor

Seconded: Mr Les Hullick

That the Audit, Risk and Improvement Committee:

1. Note the 2024 External Audit Management Letter
2. Note the 2025 External Audit Engagement Plan
3. Request the Issues raised in the 2024 External Audit Management Letter be added to the Audit Action Items Register

CARRIED**5.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING PLAN 2024 - 26**

COMMITTEE RESOLUTION ARIC2025/38

Moved: Mr Michael O'Connor

Seconded: Mr Les Hullick

That the Audit, Risk, and Improvement Committee:

1. Note the Audit, Risk, and Improvement Committee Meeting Plan for 2024-2025, appended at *Annexure A*.
2. Endorse the proposed Audit, Risk, and Improvement Committee Meeting Plan dates for 2025-26, appended at *Annexure A*.

CARRIED**5.3 LEGISLATIVE COMPLIANCE UPDATE**

COMMITTEE RESOLUTION ARIC2025/39

Moved: Mr Les Hullick

Seconded: Mr Michael O'Connor

That the Audit, Risk, and Improvement Committee note the information contained in this report relating to the Legislative Compliance Register.

CARRIED

5.4 CORPORATE PERFORMANCE DASHBOARD REPORT AS AT 30 SEPTEMBER 2024

COMMITTEE RESOLUTION ARIC2025/40

Moved: Mr Michael O'Connor

Seconded: Mr Les Hullick

That the Audit, Risk and Improvement Committee:

1. Receive and note the Corporate Performance Dashboard Report as at 30 September 2024 appended at *Annexure A*.

CARRIED

5.5 CORPORATE PERFORMANCE DASHBOARD REPORT AS AT 31 DECEMBER 2024

COMMITTEE RESOLUTION ARIC2025/41

Moved: Mr Les Hullick

Seconded: Mr Michael O'Connor

That the Audit, Risk and Improvement Committee:

1. Receive and note the Corporate Performance Dashboard Report as at 31 December 2024 appended at *Annexure A*.

CARRIED

5.6 INTEGRATED PLANNING & REPORTING (IPR) FRAMEWORK - BRIEFING REPORT

COMMITTEE RESOLUTION ARIC2025/42

Moved: Mr Michael O'Connor

Seconded: Mr Les Hullick

That the Audit, Risk and Improvement Committee receive and note the briefing on the review and development of Council's Integrated Planning and Reporting framework as detailed in this report.

CARRIED

5.7 COUNCILLOR INDUCTION PROGRAM - OVERVIEW FOR COMMITTEE

COMMITTEE RESOLUTION ARIC2025/43

Moved: Mr Michael O'Connor

Seconded: Mr Tony Harb

That the Audit, Risk and Improvement Committee receive and note the summary of the 2024 Councillor Induction Program.

CARRIED

5.8 PROGRESS REPORT - INTERNAL AUDIT PROGRAM AGREED ACTIONS

COMMITTEE RESOLUTION ARIC2025/44

Moved: Mr Les Hullick

Seconded: Mr Michael O'Connor

That the Audit, Risk, and Improvement Committee:

1. Receive and note the Internal Audit Action Items Register.
2. Request Council consider increasing the Internal Audit Budget to \$45,000 per year to allow for 3 Internal Audits per year.

CARRIED

5.9 RISK MANAGEMENT FRAMEWORK - PROGRESS REPORT

COMMITTEE RESOLUTION ARIC2025/45

Moved: Mr Les Hullick

Seconded: Mr Tony Harb

That the Audit, Risk, and Improvement Committee:

1. Receive and note the progress contained in the Risk Management Framework Implementation Plan attached as *Annexure A*.

CARRIED

5.10 POLICY REGISTER REVIEW

COMMITTEE RESOLUTION ARIC2025/46

Moved: Mr Michael O'Connor

Seconded: Mr Les Hullick

That the Audit, Risk and Improvement Committee:

1. Receive and note the progress of the Policy Register review as detailed in this report.

CARRIED

5.11 MAJOR WORKS UPDATE - CORPORATE AND COMMUNITY SERVICES - DECEMBER 2024

COMMITTEE RESOLUTION ARIC2025/47

Moved: Mr Les Hullick

Seconded: Mr Michael O'Connor

That the Audit, Risk, and Improvement Committee receive and note the Major Works Update - Corporate and Community Services - December 2024 report.

CARRIED

5.12 MAJOR PROJECT UPDATE - INFRASTRUCTURE AND ENVIRONMENTAL SERVICES - JANUARY 2025

COMMITTEE RESOLUTION ARIC2025/48

Moved: Mr Les Hullick

Seconded: Mr Tony Harb

That the Audit, Risk, and Improvement Committee:

1. Receive and note the update as at 31 January 2025, on:
 - (a) Werris Creek Industrial Precinct
 - (b) Waste Management Strategy
 - (c) Growth Management & Housing Strategy

CARRIED

5.13 CONFIDENTIAL - EXTERNAL FRAUD

COMMITTEE RESOLUTION ARIC2025/49

Moved: Mr Michael O'Connor

Seconded: Mr Les Hullick

That the Audit, Risk and Improvement Committee receive and note the information contained in this report.

CARRIED

5.14 INVITATION COUNTRY COUNCIL'S ARIC CONFERENCE - GILGANDRA APRIL 2025

COMMITTEE RESOLUTION ARIC2025/50

Moved: Mr Michael O'Connor

Seconded: Mr Tony Harb

That the Audit, Risk and Improvement Committee note the invitation to the Country Council's ARIC Conference – April 2025 in Gilgandra.

CARRIED

5.15 OPERATIONAL PLANS AND DOCUMENTS

RECOMMENDATION

This report is for Information of the Committee.

6 NEXT MEETING

The Meeting closed at 2.04 pm.

The minutes of this meeting were confirmed at the Audit, Risk and Improvement Committee Meeting held on 16 May 2025.

.....
CHAIRPERSON

4 DISCLOSURES OF INTERESTS

5 MAYORAL MINUTE(S)

5.1 MAYORAL MINUTE - APRIL 2025

File Number: G2025/0158
Author: Ken Cudmore, Mayor
Authoriser:
Annexures: Nil

RECOMMENDATION

That Council:

1. Receive and note the Mayoral Minute for April 2025.

BACKGROUND

The Mayor is often required to attend various meetings, functions, openings and events. It is appropriate these actions are reported to Council.

ISSUES AND COMMENTARY

Actions and Functions / Events attended by the Mayor	
April 2025	
01/04/2025	Briefing with General Manager at least weekly
09/04/2025	Meeting with Willow Tree community members
15/04/2025	Collaborative Care meeting with Rural Doctors Network
17/04/2025	Meeting with The Hon. Aileen MacDonald, Shadow Minister for Youth Justice and Member of the Legislative Council
28/04/2025	Meeting with new General Manager – Cian Middleton
29/04/2025	PRD Quirindi – Housewarming new business
30/04/2025	Liverpool Plains Business Chamber BIZconnect – Timber Alive

LEGISLATIVE AND POLICY IMPLICATIONS

There are no legislative or policy implications for Council associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications for Council associated with this report.

RISK IMPLICATIONS

There are no risk implications for Council associated with this report.

COMMUNITY CONSULTATION

There are no community consultation requirements for Council associated with this report.

CONCLUSION

This report provides a brief overview of Mayoral activities during the month of April 2025.

6 REPORTS OF THE GENERAL MANAGER

6.1 EXECUTIVE SERVICES REPORT - APRIL 2025

IP&R Linkage:	Goal: Our Council, community and business leaders work together effectively
	Strategy: Council facilitates community engagement
Author:	Deborah Perry-Brown, Executive Support Officer
Authoriser:	Cian Middleton, General Manager
File Number:	G2025/0143
Annexures:	Nil

RECOMMENDATION

That Council:

1. Receive and note the Executive Services Report for April 2025.

BACKGROUND

Liverpool Plains Shire Council ("Council") adopted its current organisation structure at its ordinary meeting held 03 February 2021 [res. 2021/6]. Council's current organisation structure comprises three directorates, namely Executive Services, Corporate and Community Services and Infrastructure and Environmental Services.

The Executive Services Directorate comprises the following business units:

- Executive Support
- Human Resources
- Marketing and Communications; and
- Economic Development

This report provides a briefing on activities, services, programs, and projects progressed by Executive Services for the previous month.

ISSUES AND COMMENTARY

Actions and Functions / Events attended by Glenn Inglis, A/General Manager	
*The General Manager also regularly meets with staff within the organisation on an ad hoc basis	
01/04/2025	Meeting with the Mayor – at least weekly
02/04/2025	Meet with Werris Creek Community volunteers
02/04/2025	Weekly meeting with A/Manager Human Resources
02/04/2025	Willow Tree Landfill – Project Control Group

02/04/2025	Quirindi Swimming Club meeting
03/04/2025	Teams meeting with Anthony Abousawan from Statecover
03/04/2025	ELT Draft Budget Review
07/04/2025	Contact community member regarding Recreation Strategy
08/04/2025	Meeting with Mr Greg McDonald, General Manager Upper Hunter Shire Council
09/04/2025	Meeting with community members regarding Willow Tree Hall
09/04/2025	Monthly meeting with Chief Financial Officer
09/04/2025	Weekly meeting with A/Manager Human Resources
09/04/2025	Meeting with Quirindi RSL Director
11/04/2025	Meeting with Supervisor, Parks and Gardens and Water Services Engineer
14/04/2025	Meeting with Manager, Assets and Property
15/04/2025	Meeting with Director, Quirindi Pre School
15/04/2025	Monthly Exec./HR meeting
15/04/2025	Executive Leadership Team meeting
15/04/2025	Rural Doctors Network Collaborative Care Meeting
15/04/2025	CMA-Transport for NSW Community Improvement Districts online meeting
16/04/2025	Eastside Daycare Centre meeting
16/04/2025	Weekly meeting with A/Manager Human Resources
17/04/2025	Meeting with The Hon. Aileen MacDonald MLC
17/04/2025	Tour of Whitehaven Coal Mine
22/04/2025	Monthly meeting with Director, Corporate and Community Services
22/04/2025	Meeting with Communication and Media Officer
23/04/2025	Monthly meeting with Director Infrastructure and Environmental Services
23/04/2025	Weekly meeting with A/Manager Human Resources
Actions and Functions / Events attended by Cian Middleton General Manager	
*The General Manager also regularly meets with staff within the organisation on an ad hoc basis	
28/04/2025	Meeting with the Mayor
29/04/2025	Initial meeting with Director Infrastructure and Environmental Services
29/04/2025	Initial meeting with Director Corporate and Community Services
29/04/2025	Meeting with CFO and Management Accountant
29/04/2025	Meeting with A/Manager Human Resources
29/04/2025	PRD Real Estate Housewarming – New business
30/04/2025	Briefing with Executive Services Coordinator

30/04/2025	Depot visit with Director Infrastructure and Environmental Services
30/04/2025	Meeting with Media and Communications Officer
30/04/2025	BIZconnect – Liverpool Plains Business Chamber – Timber Alive

Table 1 - Human Resources and WHS

Function	Briefing – March 2025 – Human Resources
Recruitment	<p>During the month of April 2025, the following recruitment activities were undertaken.</p> <p>The following job advertisements were placed.</p> <ul style="list-style-type: none"> • Childcare Educator Group Leader • Cleaner • Customer Service Officer • General Hand Roads • Finance Officer Procurement <p>The following new employees commenced employment with Council in March:</p> <ul style="list-style-type: none"> • General Manager • Communications & Media Officer (Term)
Employment Separations	There were 2 employee separations in April 2025.
Workplace Health and Safety (WHS)	<p>In the month of March there were a total of 2 Work Health and Safety events including:</p> <ul style="list-style-type: none"> • 0 near Miss • 2 Incidents • 0 Injuries • 0 Observations <p>There are currently 3 workers compensation claims being managed by Council's Return to Work Coordinator.</p>

Table 2 – Media	
Function	Briefing
Social media	<p>LPSC Facebook page (from last 28 days)</p> <p>People reached 60,827</p> <p>Published Content 51</p> <p>Views 196,960</p> <p>Content interactions 2,892</p> <p>Followers 7,425</p> <p>New Facebook Page followers 81</p> <p>LPSC Instagram (from last 28 days)</p> <p>People reached 100</p> <p>Published Content 4</p> <p>Views 536</p> <p>Content interactions 28</p> <p>Followers 232</p> <p>New Instagram followers 6</p> <p>LinkedIn (from last 28 days)</p> <p>Impressions 2,927</p> <p>Reactions 47</p> <p>Page Views 112</p> <p>Total Follower 1,491</p> <p>New Followers 18</p>
Facebook highlights	<p>Top 5 performing posts</p> <p>Quirindi Rural Heritage Village tractor trek reel</p> <p>Posted 2 May</p> <p>Reach 42,557</p> <p>Reactions 740</p> <p>Shares 64</p>

	Comments 32 Missing dog Posted 5 May Reach 5,346 Reactions 58 Shares 40 Comments 3 ANZAC Day light and sound show reel Posted 25 April Reach 4,082 Reactions 105 Shares 6 Comments 2 ANZAC Day started early Posted 25 April Reach 3,566 Reactions 116 Shares 8 Comments 8 What a great weekend in our shire with Wallabadah "The Way it Was" festival reel Posted 18 May Reach 3,439 Reactions 103 Shares 10 Comments 2
Media releases	Media releases approved and distributed: 5

LEGISLATIVE AND POLICY IMPLICATIONS

There are no legislative or policy implications for Council associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications for Council associated with this report.

RISK IMPLICATIONS

There are no risk implications for Council associated with this report.



COMMUNITY CONSULTATION

There are no community consultations for Council associated with this report.

CONCLUSION

This report provides an overview of Executive Services during the month of April 2025.

6.2 RESOLUTIONS REGISTER UPDATE

IP&R Linkage:	Goal: Our Council, community and business leaders work together effectively
	Strategy: Operate in a financially responsible manner and improve long-term financial sustainability
Author:	Christie Pearson, Executive Operations
Authoriser:	Cian Middleton, General Manager
File Number:	G2025/0164
Annexures:	A. Resolutions Register Update April ↓  B. Resolutions Register Update 2023 and 2024 ↓ 

RECOMMENDATION

That Council:

1. Receive and note the Resolutions Register as at 19 May 2025 as appended at *Annexure 1* and the Resolution Register for 2023 and 2024 as appended at *Annexure 2*.

BACKGROUND

Section 223 of the *Local Government Act 1993* (“the Act”) provides that Council’s governing body is responsible for directing and controlling the affairs of Council in accordance with the Act, including making decisions with respect to the exercise of Council’s functions. Decisions of Council’s governing body must be made at meetings of the Council, which must be conducted in accordance with Council’s Code of Meeting Practice.

Section 335 of the Act requires the General Manager to conduct the day-to-day management of Council in accordance with its strategic plans, programs, strategies and policies, and to implement, without undue delay, lawful decisions of the Council.

ISSUES AND COMMENTARY

The Resolutions Register appended at *Annexure 1* lists all resolutions of Council, commencing 1 January 2025, that require further action by Officers in order to be implemented.

The Resolutions Register appended at *Annexure 2* lists all outstanding resolutions of Council for 2023 and 2024 that require further action by Officers in order to be implemented.

Each resolution has been assigned to the appropriate Officer, who is responsible for completing any actions required to effectively implement the respective resolution.

The register excludes those resolutions of Council that do not require further action.

Commencing 1 January 2025, Council has made twenty eight resolutions requiring further action. As illustrated in *Table 1*, below, twenty have been completed and actioned as at the date of this Business Paper being published, and eight remain outstanding.

Table 1: Council Resolution Status Summary		
Status	Definition	Number
Complete	Action completed by date of Business Paper publication.	20
Outstanding	Action not completed by date of Business Paper publication.	8
TOTAL		28

LEGISLATIVE AND POLICY IMPLICATIONS

As detailed above, the Act requires the General Manager to implement, without undue delay, the lawful decisions of Council. The Resolutions Register clearly details how the General Manager is implementing Council's decisions, consistent with resolutions made at its meetings.

FINANCIAL IMPLICATIONS

There are no financial implications for Council associated with this report.

RISK IMPLICATIONS

Provision of the Resolutions Register mitigates the risk of actions not being implemented in a timely manner.

COMMUNITY CONSULTATION

There are no community consultation requirements for Council associated with this report.

CONCLUSION

The Resolutions Register appended at *Annexure 1 and Annexure 2* lists all Council resolutions requiring further action, and the status of implementing each action, as at 19 May 2025. It is recommended that Council receive and note the Resolutions Register.

Action Sheets Report	Division:		Date From: 1/04/2025
	Committee:	Council	Date To: 31/05/2025
	Officer:		Printed: 6 May 2025 8:36 AM

Meeting	Officer/Director	Section	Subject
Council 19/02/2025	Pearson, Christie Inglis, Glenn	Reports to Council	Appointment of Councillor Delegates to 2025 Conferences
RESOLUTION 2025/18			
Moved: Cr Donna Lawson			
Seconded: Cr James Robertson			
That Council:			
1. Appoint the following Councillors to attend each of the following conferences being held in 2025:			
(a) LGNSW Conference: Cr Ken Cudmore, Cr Terry Cohen and Cr Donna Lawson (<i>three Councillors</i>).			
(b) LGNSW Tourism Conference: Cr Jason Allan (<i>one Councillor</i>).			
(c) NSW Local Roads Congress: Cr Charlie Simkin (<i>one Councillor</i>).			
(d) LGNSW Water Management Conference: Cr Shawn Cain (<i>one Councillor</i>).			
(e) Australian Local Government Association National General Assembly: Cr Ken Cudmore (<i>one Councillor</i>).			
2. Approve reimbursement of out-of-pocket expenses incurred by Councillor delegates attending the above conferences, in accordance with the Councillors Expenses and Facilities Policy.			
3. Note that Councillor delegates are required to provide a written delegate's report to Council following each conference attended.			
CARRIED			
UPDATE: In progress			

Action Sheets Report	Division:		Date From:	1/04/2025
	Committee:	Council	Date To:	31/05/2025
	Officer:			
				Printed: 6 May 2025 8:36 AM

Meeting	Officer/Director	Section	Subject
Council 19/02/2025	Neave, Ruth Frost, Dean	Reports to Council	Military Tattoo
RESOLUTION 2025/22			
AMENDMENT			
Moved: Cr Donna Lawson			
Seconded: Cr James Robertson			
That Council:			
1. Acknowledges that the Military Tattoo will not be held in the 2024/2025 financial year			
2. The funding of \$25,000 be realised as a saving in the 2024/2025 financial year and is transferred to 2025/2026 financial year			
3. Include the development of an Events Strategy in the revised Arts and Cultural Plan due for completion in July 2025.			
			CARRIED
UPDATE: In Progress drafting the Events strategy			

Action Sheets Report	Division:	Council	Date From:	1/04/2025
	Committee:		Date To:	31/05/2025
	Officer:		Printed: 6 May 2025 8:36 AM	

Meeting	Officer/Director	Section	Subject
Council 19/02/2025	Skelly, Nathan Batterham, Rodney	Confidential Matters	GP Practice - Real Estate Incentive
RESOLUTION 2025/33			
Moved: Cr James Robertson			
Seconded: Cr Terry Cohen			
That Council:			
1. Support the Rural Doctors Network (RDN) to try to recruit a doctor to Quirindi by offering the incentives identified within this report.			
CARRIED			
UPDATE: Currently in progress working with the RDN			

Meeting	Officer/Director	Section	Subject
Council 19/02/2025	Skelly, Nathan	Confidential Matters	Spring Ridge Cemetery - Land Acquisition
RESOLUTION 2025/35			
Moved: Cr James Robertson			
Seconded: Cr Donna Lawson			
That Council:			
1. Approve acquiring the land by agreement that the Spring Ridge Cemetery is sited on in accordance with the contents of this report.			
2. Authorise the General Manager to execute all documents related to the purchase of this land.			
CARRIED			

	<p>Division: Committee: Council Officer:</p>	<p>Date From: 1/04/2025 Date To: 31/05/2025 Printed: 6 May 2025 8:36 AM</p>
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UPDATE: Currently in Progress executing documentation

Meeting	Officer/Director	Section	Subject
Council 26/03/2025	Powell, Chris Frost, Dean	Reports to Council	Review of Policies for the Finance Department
<p>RESOLUTION 2025/50</p> <p>Moved: Cr Charlie Simkin Seconded: Cr Donna Lawson</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Adopt the reviewed Financial Reserves Policy, appended at <i>Annexure 1</i>. 2. Adopt the updated Cash Handling Policy, appended at <i>Annexure 2</i>. 3. Adopt the updated Related Party Policy, appended at <i>Annexure 3</i>. 4. Adopt the updated Investments Policy, appended at <i>Annexure 4</i>. 5. Adopt the updated Loan Borrowing Policy, appended at <i>Annexure 5</i>. 6. Place the updated Hardship Policy, appended at <i>Annexure 6</i>, on public exhibition for a period of 28 days and adopt the updated Policy as exhibited, subject to no submissions being received. 7. Place the updated Sale of Land to Recover Unpaid Rates and Charges Policy, appended at <i>Annexure 7</i>, on public exhibition for a period of 28 days and adopt the updated Policy as exhibited, subject to no submissions being received. 8. Place the updated Debt Recovery Policy, appended at <i>Annexure 8</i>, on public exhibition for a period of 28 days and adopt the updated Policy as exhibited, subject to no submissions being received. 9. Request a further report at the conclusion of the public exhibition period if submissions are received on Policies on public exhibition. <p style="text-align: right;">CARRIED</p> <p>UPDATE: Policies currently on Public Exhibition</p>			

Action Sheets Report	Division: Committee: Council Officer:	Date From: 1/04/2025 Date To: 31/05/2025 Printed: 6 May 2025 8:36 AM
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Meeting	Officer/Director	Section	Subject
Council 26/03/2025	McCulloch, Jared Frost, Dean	Reports to Council	Royal Theatre – Service Review Outcome
<p>RESOLUTION 2025/51</p> <p>Moved: Cr Donna Lawson Seconded: Cr Terry Cohen</p> <p>That Council:</p> <ol style="list-style-type: none"> Notes the outcome of the Royal Theatre Service Review Call for Expressions of Interest (EOI) for the sale or lease of the Royal Theatre, 115 Henry Street Quirindi; Advertise the EOI for a period of 28 days on Council’s website, local newspapers and one (1) National newspaper; Note that a report will be submitted to the Council at the first available meeting after the closing of the EOI process, including all responses, for the determination of a purchaser/lessor. <p>At 3:07pm, Cr Charlie Simkin left the meeting. At 3:09pm, Cr Charlie Simkin returned to the meeting.</p> <p style="text-align: right;">CARRIED</p> <p>UPDATE: In Progress drafting EOI</p>			

Action Sheets Report	Division: Committee: Council Officer:	Date From: 1/04/2025 Date To: 31/05/2025 Printed: 6 May 2025 8:36 AM
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Meeting	Officer/Director	Section	Subject
Council 26/03/2025	Batterham, Rodney Batterham, Rodney	Reports to Council	Quirindi Golf Club - Request for Water Charges relief
<p>RESOLUTION 2025/56</p> <p>Moved: Cr James Robertson</p> <p>Seconded: Cr Donna Lawson</p> <p>That Council:</p> <ol style="list-style-type: none"> Decline the request to reduce water access charges at the Quirindi Golf Course from the existing 100mm water meter down to the 40mm water meter rate for a 3-4 year period. Agree to a final year of temporary reduction in access charge at the Quirindi Golf Club from the 100mm access charge rate to the 40mm access charge rate during 2024/25, subject to the following occurring within the first 90 days of the 2025/26 rating year: <ol style="list-style-type: none"> Club Quirindi engage with Councils Water Services staff to develop a feasible strategy for putting in place legitimate cost reduction methods for irrigation purposes for water sourced from the Quirindi Water Supply used at the Quirindi Golf Course. Club Quirindi's board provide a written commitment to Council acknowledging the administrative reduction in water Access Charges expires at the end of 2024/25 and that they undertake tangible work to their water systems in partnership with Council that facilitates the requested reduction in charges for water sourced from the Quirindi Water Supply for irrigation purposes. <p>At 3:49pm, Cr James Robertson left the meeting.</p> <p>At 3:51pm, Cr James Robertson returned to the meeting.</p> <p style="text-align: right;">CARRIED</p> <p>UPDATE: Currently working with Quirindi Golf Club</p>			

Action Sheets Report	Division:		Date From: 1/04/2025
	Committee:	Council	Date To: 31/05/2025
	Officer:		Printed: 6 May 2025 8:36 AM

Meeting	Officer/Director	Section	Subject
Council 26/03/2025	Skelly, Nathan Batterham, Rodney	Reports to Council	Werris Creek Industrial Precinct - Funding Withdrawn
<p>RESOLUTION 2025/57</p> <p>AMENDMENT</p> <p>Moved: Cr Donna Lawson Seconded: Cr Charlie Simkin</p> <p>That Council:</p> <ol style="list-style-type: none"> Notes that funding has been withdrawn by the NSW Government for the Werris Creek Industrial Precinct Project; Agrees that the project cannot progress; and Notes that other funding opportunities will be sought in the future regarding investment opportunities in the Werris Creek economic base Undertake an investigation into the grant funding application and subsequent project activities pertaining to the Werris Creek Industrial Precinct Project <p>At 4:00pm, Cr Charlie Simkin returned to the meeting. At 4:10pm, Cr Jason Allan left the meeting. At 4:14pm, Cr Jason Allan returned to the meeting.</p> <p style="text-align: right;">CARRIED</p> <p>UPDATE: In Progress with a review to take place of the project</p>			

Action Sheets Report	Division:		Date From:	1/04/2025
	Committee:	Council	Date To:	31/05/2025
	Officer:			
				Printed: 6 May 2025 8:36 AM

Meeting	Officer/Director	Section	Subject
Council 23/04/2025	Ken Cudmore	Mayoral Minute	Delegations to General Manager
RESOLUTION 2025/68			
Moved: Cr Ken Cudmore			
Seconded: Cr Shawn Cain			
That Council:			
1. Delegate to Cian Middleton upon his commencement as General Manger on 28 April 2025, the General Manager Instrument of Sub-Delegation and the Financial Delegation limits pursuant to Council resolution 2023/114.			
			CARRIED
UPDATE: Complete			

Division:	Council	Date From:	1/04/2025
Committee:		Date To:	31/05/2025
Officer:		Printed:	6 May 2025 8:36 AM

Action Sheets Report

Meeting	Officer/Director	Section	Subject
Council 23/04/2025	Inglis, Glenn Inglis, Glenn	Reports to Council	Community Funding Program Round 2 2024/2025
RESOLUTION 2025/73			
Moved: Cr Jason Allan			
Seconded: Cr James Robertson			
That Council:			
1. Approve the following grant allocations:			
<ul style="list-style-type: none"> • Werris Creek Rugby League Football Club \$750.00 • Quirindi District Cricket Association \$800.00 • Club Willow Tree \$1,000.00 • Quirindi District Historical Society \$2,000.00 • Challenge Community Services \$1,190.00 • Plains Inc \$1,500.00 • Quota International \$500.00 • Quirindi Rotary Club \$600.00 • Spring Ridge Rifle Club \$1,500.00 • Quirindi Rural Heritage Village \$2,000.00 • Quirindi Pony Club \$1,000.00 • Wallabadah Racecourse Reserve Trust \$1,160.00 			
			CARRIED
UPDATE: Complete			

Action Sheets Report	Division:	Council	Date From:	1/04/2025
	Committee:		Date To:	31/05/2025
	Officer:		Printed: 6 May 2025 8:36 AM	

Meeting	Officer/Director	Section	Subject
Council 23/04/2025	Alex Saju Nathan Skelly	Reports to Council	SPT312425LPSC Wet & Dry Plant Hire
RESOLUTION 2025/77			
Moved: Cr Donna Lawson			
Seconded: Cr Jason Allan			
That Council:			
<ol style="list-style-type: none"> 1. Approve all tenders received for Tender No SPT312425LPSC as suppliers for the provision of plant and equipment hire for the period 1 May 2025 to 30 April 2027 . 2. Approve that provision be allowed for 2 x 12-month extension of Tender No SPT312425LPSC 			
CARRIED			
UPDATE: Complete			

Meeting	Officer/Director	Section	Subject
Council 23/04/2025	Alex Saju Nathan Skelly	Reports to Council	T022526NAMOI- Provision of Road Stabilising
RESOLUTION 2025/78			
Moved: Cr Donna Lawson			
Seconded: Cr James Robertson			
That Council:			
<ol style="list-style-type: none"> 1. Approve all the tenders received for the provision of Road Stabilising services for the period 1 May 2025 to 31 December 2026. 2. Allow for a 12-month extension of the contract based on satisfactory supplier performance, which may extend the contract through to 31 December 2027 			

Action Sheets Report	Division:		Date From:	1/04/2025
	Committee:	Council	Date To:	31/05/2025
	Officer:			
				Printed: 6 May 2025 8:36 AM

UPDATE: Complete			CARRIED
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Meeting	Officer/Director	Section	Subject
Council 23/04/2025	Alex Saju Nathan Skelly	Reports to Council	RFT 113/2025-Tender for Supply and Delivery of 2 x Tipper Truck and Dog
RESOLUTION 2025/79			
Moved: Cr Donna Lawson			
Seconded: Cr Shawn Cain			
That Council:			
1. Accepts the tender submitted by JT Fossey Sales Pty Ltd for the supply and delivery of two Mack Anthem Truck and Dog combinations at a cost of \$996,522.00 (Inclusive GST).			
UPDATE: Complete			CARRIED

Meeting	Officer/Director	Section	Subject
Council 23/04/2025	Alex Saju Nathan Skelly	Reports to Council	RFT110-2024 - Yarraman Creek Bridge - Design and Construction
RESOLUTION 2025/80			
Moved: Cr Donna Lawson			
Seconded: Cr Jason Allan			
That Council:			
1. Accepts the tender submitted by Central Industries for the construction of the Yarraman Creek Crossing Culvert at a cost of \$1,156,650.00 (Exclusive GST).			

Action Sheets Report	Division:		Date From:	1/04/2025
	Committee:	Council	Date To:	31/05/2025
	Officer:		Printed:	6 May 2025 8:36 AM

UPDATE: Complete	CARRIED
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Liverpool Plains Shire Council Resolutions Register Update 2023 and 2024

Commencing 01 January 2023, Council has made seventy resolutions requiring further action. As illustrated in *Table 1*, below, sixty nine resolutions have been completed and actioned as at the date of this Business Paper being published, and one remains outstanding.

Table 1: Council Resolution Status Summary		
Status	Definition	Number
Complete	Action completed by date of Business Paper publication.	69
Outstanding	Action not completed by date of Business Paper publication.	1
TOTAL		70

Meeting	Officer/Director	Section	Subject
Council 22/11/2023	Kitson, David Skelly, Nathan	Reports to Council	Growth Management & Housing Strategy
RESOLUTION 2023/228			
Moved: Cr Ken Cudmore			
Seconded: Cr Jason Allan			
That Council:			
1. Place the Draft Growth Management & Housing Strategy on public exhibition for a 3-month period.			
			CARRIED
Update: Reviewing submissions and final draft in preparation to be presented to a future Ordinary Meeting of Council			

Commencing 01 January 2024, Council has made seventy four resolutions requiring further action. As illustrated in *Table 1*, below, seventy three resolutions have been completed and actioned as at the date of this Business Paper being published, and one remains outstanding.

Table 1: Council Resolution Status Summary		
Status	Definition	Number
Complete	Action completed by date of Business Paper publication.	73
Outstanding	Action not completed by date of Business Paper publication.	1
TOTAL		74

Meeting	Officer/Director	Section	Subject
Council 11/12/2024	Skelly, Nathan Batterham, Rodney	Reports to Council	Changes to School bus route and installation of bus bay at Quirindi Public School
RESOLUTION 2024/206			
Moved: Cr Donna Lawson			
Seconded: Cr James Robertson			
That Council:			
<div>1. Note that the proposed bus route change (detailed in res 2022/290) for Quirindi Public School is not supported by the Local Traffic Committee and Transport for NSW (TfNSW) and that as a result it is unnecessary to investigate funding options for infrastructure changes that would have been required.</div> <div>2. Note that the Traffic Committee is continuing to investigate options in relation to a crossing on Nowland St, adjacent to Quirindi Highschool.</div>			
			CARRIED
UPDATE: The traffic committee continues to investigate options			

7 REPORTS OF THE DIRECTOR CORPORATE AND COMMUNITY SERVICES

7.1 CORPORATE AND COMMUNITY SERVICES DIRECTORATE REPORT APRIL 2025

IP&R Linkage:	Goal: Our Council, community and business leaders work together effectively
	Strategy: Provide strong direction for the community through the development and delivery of the Integrated Planning and Reporting (IP&R) Framework
Author:	Dean Frost, Director Corporate and Community Services
Authoriser:	Cian Middleton, General Manager
File Number:	G2025/0159
Annexures:	Nil

RECOMMENDATION

That Council:

1. Receive and note the Corporate and Community Services Directorate update report for April 2025.

BACKGROUND

Liverpool Plains Shire Council ("Council") adopted its current organisation structure at its Ordinary Meeting held 03 February 2021 [**res. 2021/6**]. Council's current organisation structure comprises three Directorates, namely Executive Services, Corporate and Community Services and Infrastructure and Environmental Services.

The Corporate and Community Services Directorate comprises four business units:

- Community and Recreation Services;
- Finance;
- Governance and Risk; and
- Customer and Information Services.

This report provides a briefing on activities, services, programs, and projects progressed by the Corporate and Community Services Directorate.

ISSUES AND COMMENTARY

Briefings on activities, services, programs, and projects for each of the Directorate's four business units are detailed in *Tables 1, 2, 3, 4, and 5*, below:

Table 1 – Community and Recreation Services	
Function	Briefing
Strategic Initiatives	<ul style="list-style-type: none"> • Regional Drought Resilience Plan – The application for Stage 2 Implementation of the Regional Drought Resilience Plan has been lodged.

Table 1 – Community and Recreation Services	
Function	Briefing
Royal Theatre	<ul style="list-style-type: none"> There were no bookings at the Royal Theatre in April.
Eastside Long Day Care Centre	<ul style="list-style-type: none"> A total of 42 children attended the Centre in April. Families and friends attended an Easter Hat parade, the children displayed their arts and crafts and enjoyed a visit from the Easter Bunny, courtesy of Quirindi CWA.
Library Services and Community Development.	<ul style="list-style-type: none"> A total of 1,383 patrons visited Quirindi Library and 615 visited Werris Creek. Quirindi has 1,012 (+5) followers on Werris Creek has 580 (-1). Quirindi hosted 11 events school holiday program (21), story time (17) Day Book Group (6), Evening Book Group (10) Sit and Stitch (14) Big Sis, Lil Sis, Bamara Parent Pathways. Werris Creek Library hosted 13 events, school holidays (17) story time (14), knitting group (15) North West Legal Service (5), Choir rehearsal (11), Book Club (7) Friends of Werris Creek Library (7). Library staff participated in WHS training with Statecover, Friends of Werris Creek Library meeting, and Novelist Reading Advisory Service training through the State Library of NSW. School holiday programs were at both libraries. Activities included an Easter craft session, and a Race and Chase STEM program, and a LEGO afternoon involving young, and less young LEGO masters. Youth Week – Wallabadah Community Day/Colour Run held a stall on the day promoting the library service and assisted with the colour run by taking photos. Choir Werris Creek – a choir has started up at the library consisting of one of the library staff and rehearsal take place during the lunch time closure. A performance is scheduled for May. A community member is providing music classes in the library before regular story time sessions. Home deliveries were completed in partnership with GO Co. Community Development: Community Funding Program – all applicants received an acknowledgment of their submission. Council considered a report recommending successful grants applications. Advice has been provided to all applicants on the outcome. Youth Week organised two very successful Youth Week Sports Fun Day events at Quirindi and Werris Creek. More than 100 people attended the events, Robbie Farrah former Captain of the West Tigers attended the event. The event was supported through a grant from the NSW Dept of Communities and Justice. Winganga-Li and Quirindi and Werris Creek Lions Clubs assisted in the event.
Quirindi Community Hub	<ul style="list-style-type: none"> There was a total of 23 individual events/bookings at the Community Hub. 9 of these were to external organisations and individuals. 14 of these were for the Library/LPSC or associated events.

Table 1 – Community and Recreation Services	
Function	Briefing
Plains Fitness	<ul style="list-style-type: none"> • Membership total stands at 307. • 1029 scans at the door from 24/7 members • 132 personal training sessions were conducted with 146 participants. • 296 participants in group fitness classes in the past month.
Aquatic Facilities	<ul style="list-style-type: none"> • Werris Creek Pool has been closed for winter and prepared for off season maintenance. • Exit interviews were completed with all lifeguards. • 678 followers on social pages.
Quirindi Aquatic Centre Redevelopment Project	<p>The Quirindi Aquatic Centre Redevelopment project has moved into the construction phase.</p> <p>During April the following works were undertaken,</p> <ul style="list-style-type: none"> • Reinforcing steel installation to splash park. • Concrete pour (x 2) to splash park. • Strip formwork to splash park. • Inground plumbing, electrical and earthworks from main pool, program pool and splash park • Back to plantroom • Earthing to splash park and program pool • Reinforcing steel installation to program pool • Concrete pool spray to program pool • Strip formwork to program pool • Installation of formwork and reinforcement to ramp of program pool • Remaining screw piers installed to plant room • Bedding & render to main pool and gutters • Commence tiling to main pool • Construction of framework to shade structures • Shade sail post installation • Installation of retaining wall • In ground plumbing and electrical back to plantroom • Backfill around program pool <p>The project remains schedule for completion prior to the 25/26 Pool season</p>

Table 2 – Information Services		
Function	Briefing	
Information Technology and Business Systems	Total number of helpdesk and general IT support tickets resolved:	
	IT Support tickets	April 2025
	Internally resolved	187
	RMT Support	52

Table 3 – Finance		
Function	Briefing	
Financial Reporting	<ul style="list-style-type: none"> Statutory returns – including Business Activity Statement (BAS) filed with appropriate statutory bodies. Management of Council’s investments in line with approved policy, report for April submitted. Councils review and adoption of revised Institutional limits has assisted in maximising Councils return from investments. Ongoing Grant acquittals being actioned as required. Interim Audit Office Management Letter received and responded to. 	
Financial Strategy	<ul style="list-style-type: none"> FY26 Budget preparation underway. FY26 Budget and LTFP 2026 – 2035 submitted to Extraordinary Council Meeting on 12 May and now on Public Exhibition for 28 days 	
Procurement and Contracts	<ul style="list-style-type: none"> Statutory compliance – Contract Register on website. Internal Audit Report on Procurement and Credit Cards received and being reviewed. 	
Rates and Water Billing	<ul style="list-style-type: none"> Water Billing – Billing cycle 3 completed with billing cycle 4 due to commence late May Rates 4th Instalment Notices issued with a due date of 31 May 	
Integrated Planning and Reporting (IP&R)	<ul style="list-style-type: none"> Delivery and Operational Plans presented to Council at the Extraordinary Council Meeting on 12 May - now on Public Exhibition for 28 days. Community Strategic Plan (CSP) presented to Council at an Extraordinary Council Meeting on 12 May – now on Public Exhibition for 28 days. 	

Table 4 - Governance and Risk		
Function	Briefing	
Corporate Governance	<ul style="list-style-type: none"> Insurance Renewal Questionnaires have been complete for the 2025/26 Delegations reviews underway. 	

Table 4 - Governance and Risk	
Function	Briefing
Internal Audit and Risk Management	<ul style="list-style-type: none"> First meeting of the Willow Tree Landfill Project Control Group. Finalisation of the Risk Assessment. Review of the Quirindi Aquatic Centre Project Risk Assessment following delivery of the pump equipment.

Table 5 – Customer Service		
Function	Briefing	
Customer and Visitor Services		

LEGISLATIVE AND POLICY IMPLICATIONS

There are no legislative or policy implications for Council associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications for Council associated with this report.

RISK IMPLICATIONS

There are no risk implications for Council associated with this report.


COMMUNITY CONSULTATION

There are no community consultation requirements for Council associated with this report.

CONCLUSION

It is recommended Council receive and note the report on services and activities within the Corporate and Community Services Directorate for April 2025 as detailed in this report.

7.2 STATEMENT OF INVESTMENTS - APRIL 2025

IP&R Linkage:	Goal: Our Council, community and business leaders work together effectively
	Strategy: Operate in a financially responsible manner and improve long-term financial sustainability
Author:	Chris Powell, Chief Financial Officer
Authoriser:	Cian Middleton, General Manager
File Number:	G2025/0162
Annexures:	A. Statement of Investments - 30 April 2025 ↓ 

RECOMMENDATION

That Council:

1. Receive and note the Statement of Investments as at 30 April 2025 as appended.

BACKGROUND

In accordance with clause 212 of the *Local Government (General) Regulation 2021* (“the Regulations”), the Responsible Accounting Officer must provide Council with a monthly written report setting out details of Council’s investments under section 625 of the *Local Government Act 1993* (“the Act”). The report must also include certification that these investments have been made in accordance with the Act, the Regulations and Council’s Investment Policy.

ISSUES AND COMMENTARY

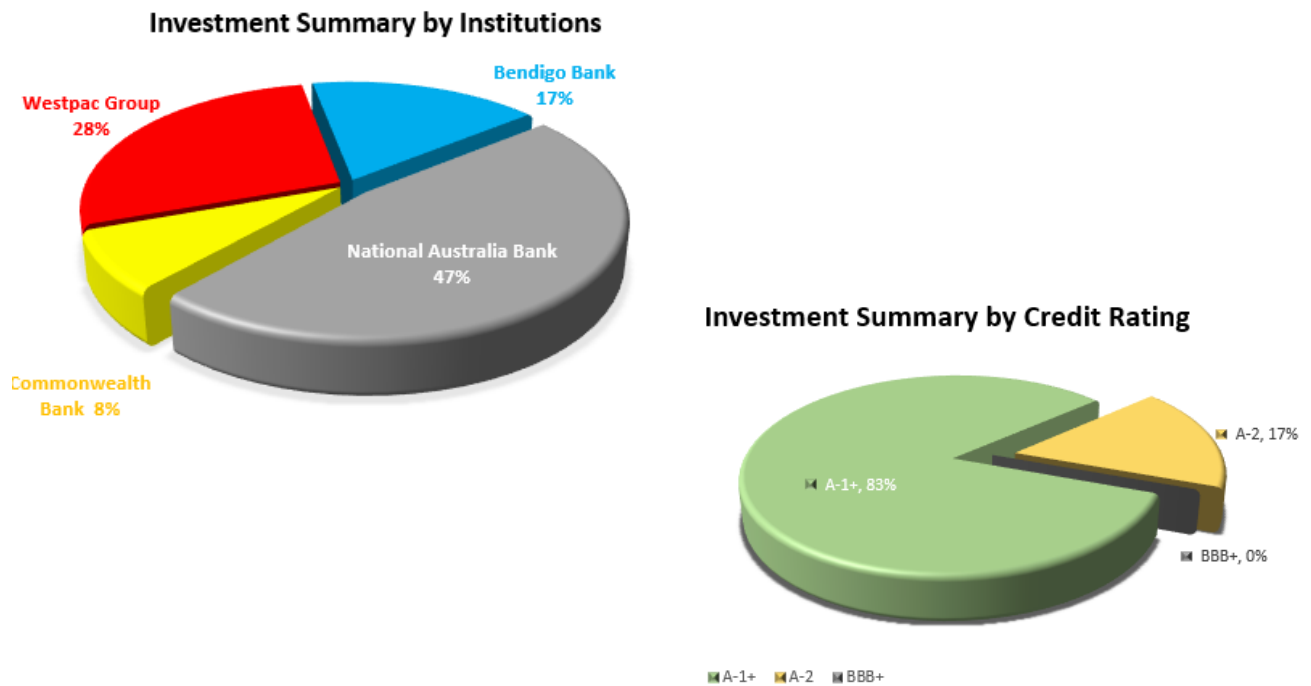
The balance of Council’s investments as at 30 April 2025 was \$38.0 million, which is \$2.0million lower than the prior month due to a Term Deposit being released to fund operational requirements.

The Council weighted average return is above the RBA benchmark rate by 0.71 percent at 4.81 percent.

The RBA cash rate is considered the benchmark for evaluating Council’s return on investment, which was reduced to 4.1 percent by the RBA on 18 February 2025. The major banks had factored the expected lowering of the RBA cash rate into their base rates for term deposits early in 2025.

Council’s investments cover externally and internal restricted cash reserves.

The following charts depict a summary of the investments held by Council based on the individual institutional exposure and credit rating of the institutions with which they are held:



Legislative and Policy Implications

All of Council's investments are held in accordance with Council's Investment Policy which accords with the requirements of the:

- *Local Government Act 1993* – Section 625;
- *Local Government Act 1993* – Order (of Minister) dated 16 November 2000;
- *The Trustee Amendment (Discretionary Investments) Act 1997*–Sections 14A (2), 14C(1) and 2;
- *Local Government (General) Regulation 2021* – Clauses 212 And 21

FINANCIAL IMPLICATIONS

There are no financial implications for Council associated with this report.

RISK IMPLICATIONS


There are no risk implications for Council associated with this report.

COMMUNITY CONSULTATION

There are no community consultation requirements for Council associated with this report.

CONCLUSION

Council's investments continue to focus on capital protection and compliance with its investment policy whilst actively seeking the best return allowable within these parameters. It is recommended that Council receive and note the Statement of Investments as at 30 April 2025.

TERM DEPOSIT LISTINGS							
Liverpool Plains Shire Council Investment Register 30/04/2025							
<u>Acquisition Date</u>	<u>Maturity Date</u>	<u>Face Value (\$)</u> <u>31/03/25</u>	<u>Face Value (\$)</u> <u>30/04/25</u>	<u>Rate</u>	<u>Financial Reporting</u> <u>Classification</u>	<u>Institution</u>	<u>Credit</u> <u>Rating</u>
02/08/2024	01/04/2025	\$2,000,000	\$0	5.20%	Held to Maturity	National Australia Bank	A-1+
02/12/2024	02/04/2025	\$1,000,000	\$0	4.91%	Held to Maturity	Commonwealth Bank	A-1+
06/09/2024	04/04/2025	\$2,000,000	\$0	5.00%	Held to Maturity	National Australia Bank	A-1+
05/11/2024	07/04/2025	\$2,000,000	\$0	5.02%	Held to Maturity	Westpac Group	A-1+
07/01/2025	08/04/2025	\$1,500,000	\$0	5.00%	Held to Maturity	National Australia Bank	A-1+
13/01/2025	14/04/2025	\$1,500,000	\$0	4.80%	Held to Maturity	Commonwealth Bank	A-1+
20/12/2024	21/04/2025	\$2,000,000	\$0	5.05%	Held to Maturity	National Australia Bank	A-1+
06/08/2024	05/05/2025	\$2,000,000	\$2,000,000	5.15%	Held to Maturity	National Australia Bank	A-1+
03/02/2025	06/05/2025	\$2,000,000	\$2,000,000	4.90%	Held to Maturity	National Australia Bank	A-1+
10/01/2025	09/05/2025	\$3,000,000	\$3,000,000	4.80%	Held to Maturity	Commonwealth Bank	A-1+
09/09/2024	09/05/2025	\$3,000,000	\$3,000,000	4.92%	Held to Maturity	Westpac Group	A-1+
12/06/2024	12/06/2025	\$2,000,000	\$2,000,000	5.14%	Held to Maturity	Westpac Group	A-1+
20/12/2024	20/06/2025	\$2,000,000	\$2,000,000	5.05%	Held to Maturity	Bendigo Bank	A-2
07/04/2025	07/07/2025	\$0	\$2,000,000	4.70%	Held to Maturity	National Australia Bank	A-1+
08/04/2025	07/07/2025	\$0	\$1,500,000	4.70%	Held to Maturity	National Australia Bank	A-1+
13/01/2025	14/07/2025	\$2,500,000	\$2,500,000	5.00%	Held to Maturity	Bendigo Bank	A-2
27/02/2025	30/07/2025	\$2,000,000	\$2,000,000	4.70%	Held to Maturity	Westpac Group	A-1+
06/02/2025	06/08/2025	\$2,000,000	\$2,000,000	4.80%	Held to Maturity	National Australia Bank	A-1+
14/03/2025	14/08/2025	\$1,500,000	\$1,500,000	4.64%	Held to Maturity	Westpac Group	A-1+
05/03/2025	09/09/2025	\$2,000,000	\$2,000,000	4.65%	Held to Maturity	Bendigo Bank	A-2
12/03/2025	16/09/2025	\$2,000,000	\$2,000,000	4.65%	Held to Maturity	Westpac Group	A-1+
04/04/2025	07/10/2025	\$0	\$3,000,000	4.70%	Held to Maturity	National Australia Bank	A-1+
14/04/2025	14/10/2025	\$0	\$1,500,000	4.50%	Held to Maturity	National Australia Bank	A-1+
17/03/2025	16/10/2025	\$2,000,000	\$2,000,000	4.70%	Held to Maturity	National Australia Bank	A-1+
01/04/2025	04/11/2025	\$0	\$2,000,000	4.70%	Held to Maturity	National Australia Bank	A-1+
		\$40,000,000	\$38,000,000				
<p>I, Christopher Powell, Liverpool Plains Shire Council Chief Financial Officer, certify as required under Section 212 of the Local Government Regulations 2021, that Council's investments have been made in accordance with the Local Government Act 1993 and Liverpool Plains Shire Council Investment Policy.</p> <p>Signed </p>							

7.3 QUARTERLY BUDGET REVIEW STATEMENT FOR THE PERIOD ENDING 31 MARCH 2025

IP&R Linkage: **Goal:** Our Council, community and business leaders work together effectively

Strategy: Operate in a financially responsible manner and improve long-term financial sustainability

Author: Chris Powell, Chief Financial Officer

Authoriser: Dean Frost, Director Corporate and Community Services

File Number: G2025/0151

Annexures: A. Quarterly Budget Review Statement - 31 March 2025  

RECOMMENDATION

That Council:

1. Adopts the Quarterly Budget Review Financial Statement as appended at *Annexure A* for the period ending 31 March 2025, incorporating the variations disclosed as the revised budget.

BACKGROUND

Clause 203 of the *Local Government (General) Regulation 2021* requires that a quarterly budget review be considered by Council which shows revised estimates for income and expenditure for the year and indicates whether Council's financial position is satisfactory and makes recommendations for remedial action where needed.

ISSUES AND COMMENTARY

Council's consolidated forecast net operating result from continuing operations before capital items has improved \$341k during the quarter. Short Term Deposit interest rates for the 2024-2025 fiscal year have held above the budgeted benchmark, however, have declined during the third quarter. LPSC have been able to achieve a Term Deposit rate higher than the benchmark and coupled with the funds held for projects yet to be completed LPSC will receive greater investment income during the fiscal year than budgeted. It is noted that interest earned by restricted funds (including project grant funding) requires that interest earned by those funds also be restricted.

Results before capital items by Fund, generally remain in line with the current year budget submitted to Council except for the items noted in the report.

Council's key project for this year is the renewal of the Quirindi Swimming Pool. The demolition works were completed during February 2024. A contractor was appointed to finalise the detail design and undertake the construction works [res 2024/65]. The construction works commenced in November 2024 and will continue into early FY26 with the centre currently on track to be ready for the 2025 swimming season.

Council's operating revenue and expenses are substantially on target for the third quarter of the financial year.

RECOMMENDED BUDGET VARIATIONS

Budget Variations include the following items:

Note Details	Amount	Description
1 . Increase (Decrease) in Revenue		More information (Indicative reason for variation)
1.1 Interest on Term Deposits	480,000	TD Rates have held higher than budgeted
1.2 Fees & Charges	-90,000	Fees and Charges through Planning Dept. have not met budgeted levels
1.3 Aerodrome Landing Fees	6,000	Landing Fees above budget
Total Change in Revenue	396,000	

2 . Increase (Decrease) in Expenditure		
2.1 1100 General Purpose	25,000	Legal Fees in relation to Rates Recovery action
2.2 3100 Planning & Development	30,000	Employee Entitlements/Contractor Costs
Total Change in Expenses	55,000	

3 . Increase (Decrease) in Capital Expenses		
3.1 Plant	7,000	Loader approved by Council, final cost \$7k higher than projected
3.2 Other Structures	(3,000,000)	Quirindi Aquatic Centre on track with \$3m cfwd to FY26 for project completion
3.2 Other Structures	100,000	Werris Creek Aquatic Project - Inc Tiling
3.2 Other Structures	(85,000)	Other structure capex projects deferred to offset above
3.3 Roads	(1,050,000)	RREF Road Funding work carry forward to FY26
3.4 Roads	(10,500,000)	Werris Creek Industrial Precinct Project not funded - terminated
3.5 Bridges	(463,303)	Pittford Street Bridge works extended to FY26
3.6 Water Service	(330,000)	Wallabadah Drought Augmentation carry forward to FY26
3.7 Sewer Services	(1,135,000)	Quirindi #3/#5 WWPS Upgrade + Waste Wate Networkupgrades cfwd to FY26
Total Change in Capital Expenses	(16,456,303)	

4 . Increase (Decrease) to Reserves		
4.1 Internally Restricted Reserves	126,000	Increase in Property Reserve
	35,000	Increase In Employee Leave Entitlement Reserve
	144,139	Increase in Plant & Vehicle Replacement Reserve
	(50,000)	Deduction in Business System Remediation Reserve
Total Change in Reserves this quarter	255,139	

Please refer to *Annexure A* for the comprehensive Quarterly Budget Review Statement as of 31 March 2025.

LEGISLATIVE AND POLICY IMPLICATIONS

In accordance with the requirements of the Local Government (General) Regulation 2005, the Chief Financial Officer advises that the current financial position of Council having regard to the forecast results as contained in the attachments together with meeting the performance ratios as contained within the draft Long Term Financial Plan, the financial position is satisfactory.

FINANCIAL IMPLICATIONS

As detailed in this report.

RISK IMPLICATIONS

There are no risk implications for Council associated with this report.

COMMUNITY CONSULTATION

There are no community consultation requirements for Council associated with this report.

CONCLUSION

By adopting the revised budget forecasts and actual year-to-date results as contained in the attachments, the financial position of Council remains on track.

Liverpool Plains Shire Council

Quarterly Budget Review Statement

For the Period Ending 31 March 2025

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2021:

It is my opinion that the Quarterly Budget Review Statement [QBRS] for Liverpool Plains Shire Council for the quarter ended 31 March 2025 indicates that Council's projected financial position at 30th June 2025 will be satisfactory having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:

Name: Christopher Powell BCom, CA, CPA, ACIS, ACGNZ, DipCM
Responsible Accounting Officer

Date: 19th May 2025

Liverpool Plains Shire Council

Quarterly Budget Review Statement

For the Period Ending 31 March 2025

Comment on Cash and Investments Position

Term Deposit rates have dropped below the 5.0% pa level for the start of the second half of the current fiscal year, however, above budget rates are still being achieved, resulting in additional interest income on investments. With the uncertainty of when and by how much the RBA will move the cash rate Term Deposit rates have fallen in the quarter with most ADI's factoring in a number of cash rate deductions into rates being offered. During the quarter Council reviewed the Investment Policy and adopted a change to the Individual Institutional Exposure to provide 80% exposure to A1+ ADI's, allowing investments to be placed with ADI's offering the best rate for the term selected inline with Council's risk profile. There have been no other major impacts during the quarter that have impacted on Council's original budgeted cash and investments.

Investments

Funds on Term Deposit have been invested in accordance with Council's investment policies.

Cash

A reconciliation of cash with bank statements has been undertaken. With the 31st March 2025 Statement reconciliation finalised on 1st May 2025

Signed:

Name: Christopher Powell BCom, CA, CPA, ACIS, ACGNZ, DipCM
Responsible Accounting Officer

Date: 19th May 2025

Liverpool Plains Shire Council

Quarterly Budget Review Statement
For the Period Ending 31 March 2025

Income & Expenses Budget Review Statement

COUNCIL CONSOLIDATED

Budget Review for the Period Ending 31 March 2025

	Variation Note	Original Budget 2024-2025	Approved Changes			Revised Budget 2024-2025	Variations for this Mar Quarter	Projected Year End Result	Actual YTD Figures	Notes
			Sep QBRs	Dec QBRs	Mar QBRs					
Income										
Rates and Annual Charges		15,525,841	-	-	-	15,525,841	-	15,525,841	11,942,297	
User Charges and Fees	1.2 / 1.3	6,490,227	12,442	-	-	6,502,669	(84,000)	6,418,669	4,218,446	
Interest and Investment Revenues	1.1	570,694	-	600,000	-	1,170,694	480,000	1,650,694	1,482,026	
Other Revenues		528,293	(12,442)	26,000	-	541,851	-	541,851	111,282	
Grants & Contributions - Operating		8,866,456	-	-	-	8,866,456	-	8,866,456	3,296,892	
Grants & Contributions - Capital		33,988,291	-	(9,787,519)	-	24,200,772	(12,685,000)	11,515,772	3,899,034	
Net gain from disposal of assets		-	-	-	-	-	-	-	-	
Share of Interests in Joint Ventures		-	-	-	-	-	-	-	-	
Total Income from Continuing Operations		65,969,800	-	(9,161,519)	-	56,808,281	(12,289,000)	44,519,281	24,949,976	
Expenses										
Employee Costs		11,030,110	-	70,000	-	11,100,110	-	11,100,110	7,999,425	
Borrowing Costs		777,604	-	-	-	777,604	-	777,604	561,961	
Materials & Contracts		13,645,492	-	22,000	-	13,667,492	55,000	13,722,492	8,137,381	
Depreciation		13,345,753	-	-	-	13,345,753	-	13,345,753	10,009,315	
Other Expenses		658,000	-	-	-	658,000	-	658,000	462,957	
Net Loss from disposal of assets		-	-	-	-	-	-	-	-	
Total Expenses from Continuing Operations		39,456,958	-	92,000	-	39,548,958	55,000	39,603,958	27,171,039	
Net Operating Result from Continuing Operations		26,512,842	-	(9,253,519)	-	17,259,323	(12,344,000)	4,915,323	(2,221,063)	
Discontinued Operations - Surplus/(Deficit)		-	-	-	-	-	-	-	-	
Net Operating Result from All Operations		26,512,842	-	(9,253,519)	-	17,259,323	(12,344,000)	4,915,323	(2,221,063)	
Net Operating Result before Capital Items		(7,475,449)	-	534,000	-	(6,941,449)	341,000	(6,600,449)	(6,120,097)	
Capital Expenditure										
Materials & Contracts		55,040,746	170,088	(16,139,944)	-	39,070,890	(16,456,303)	22,614,587	10,336,241	
Total Capital Expenditure		55,040,746	170,088	(16,139,944)	-	39,070,890	(16,456,303)	22,614,587	10,336,241	
Funded										
Depreciation		13,345,753	-	-	-	13,345,753	-	13,345,753	10,009,315	
Contract Liabilities/Other External RA		-	-	-	-	-	-	3,750,000	(337,182)	
Loan Funding		2,000,000	-	(2,000,000)	-	-	-	-	-	
Reserve Movement		(13,182,152)	(170,088)	4,886,425	-	(8,465,815)	4,112,303	(603,512)	(2,885,171)	

Liverpool Plains Shire Council

Quarterly Budget Review Statement

For the Period Ending 31 March 2025

Income & Expenses Budget Review Statement

Budget Review for the Period Ending 31 March 2025

GENERAL FUND

Variation Note	Original Budget 2024-2025	Approved Changes			Revised Budget 2024-2025	Variations for this Mar Quarter	Projected Year End Result	Actual YTD Figures	Variance Surplus (Deficit)	Notes
		Sep QBRs	Dec QBRs	Mar QBRs						
Income										
Rates and Annual Charges	11,643,650	-	-	-	11,643,650	-	11,643,650	9,070,236	(2,573,414)	
User Charges and Fees	4,452,251	12,442	-	-	4,464,693	(84,000)	4,380,693	2,403,648	(2,061,045)	1.2 / 1.3
Interest and Investment Revenues	225,000	-	600,000	-	825,000	-	825,000	1,470,297	645,297	
Other Revenues	528,293	(12,442)	26,000	-	541,851	-	541,851	111,282	(430,569)	
Grants & Contributions - Operating	8,866,456	-	-	-	8,866,456	-	8,866,456	3,296,892	(5,569,563)	
Grants & Contributions - Capital	23,279,501	-	(1,235,944)	-	22,043,557	(11,550,000)	10,493,557	3,898,219	(18,145,338)	3.3 / 3.4
Net gain from disposal of assets	-	-	-	-	-	-	-	-	-	
Total Income from Continuing Operations	48,995,150	-	(609,944)	-	48,385,206	(11,634,000)	36,751,206	20,250,575	(28,134,631)	
Expenses										
Employee Costs	9,827,344	-	70,000	-	9,897,344	-	9,897,344	7,263,883	2,633,461	
Borrowing Costs	155,922	-	-	-	155,922	-	155,922	115,042	40,880	
Materials & Contracts	11,423,013	-	22,000	-	11,445,013	55,000	11,500,013	7,209,163	4,235,850	2
Depreciation	11,109,042	-	-	-	11,109,042	-	11,109,042	8,331,782	2,777,261	
Other Expenses	658,000	-	-	-	658,000	-	658,000	462,957	195,043	
Net Loss from disposal of assets	-	-	-	-	-	-	-	-	-	
Total Expenses from Continuing Operations	33,173,321	-	92,000	-	33,265,321	55,000	33,320,321	23,382,827	9,882,494	
Net Operating Result from Continuing Operations	15,821,830	-	(701,944)	-	15,119,886	(11,689,000)	3,430,886	(3,132,252)	(18,252,137)	
Discontinued Operations - Surplus/(Deficit)	-	-	-	-	-	-	-	-	-	
Net Operating Result from All Operations	15,821,830	-	(701,944)	-	15,119,886	(11,689,000)	3,430,886	(3,132,252)	(18,252,137)	
Net Operating Result before Capital Items	(7,457,671)	-	534,000	-	(6,923,671)	(139,000)	(7,062,671)	(7,030,471)	(106,800)	
Capital Expenditure										
Materials & Contracts	37,222,888	170,088	(1,235,944)	-	36,157,032	(14,991,303)	21,165,729	9,688,377		3.1 - 3.5
Total Capital Expenditure	37,222,888	170,088	(1,235,944)	-	36,157,032	(14,991,303)	21,165,729	9,688,377		
Funded										
Depreciation	11,109,042	-	-	-	11,109,042	-	11,109,042	8,331,782		
Contract Liabilities-Assets/Other External RA	-	-	-	-	-	-	4,750,000	412,818		
Loan Funding	2,000,000	-	(2,000,000)	-	-	-	-	-		
Reserve Movement	(10,292,016)	(170,088)	534,000	-	(9,928,105)	3,302,303	(1,875,802)	(4,076,029)		

Liverpool Plains Shire Council

Quarterly Budget Review Statement
For the Period Ending 31 March 2025

Income & Expenses Budget Review Statement
Budget Review for the Period Ending 31 March 2025

WATER FUND

Variation Note	Original Budget 2024-20254	Approved Changes			Revised Budget 2024-20254	Variations for this Mar Quarter	Projected Year End Result	Actual YTD Figures	Variance Surplus (Deficit)	Notes
		Sep QBRS	Dec QBRS	Mar QBRS						
Income										
Rates and Annual Charges	2,385,846	-	-	-	2,385,846	-	2,385,846	1,763,898	(621,948)	
User Charges and Fees	1,876,031	-	-	-	1,876,031	-	1,876,031	1,661,867	(214,164)	
Interest and Investment Revenues	113,694	-	-	-	113,694	250,000	363,694	11,058	(102,635)	
Other Revenues	-	-	-	-	-	-	-	-	-	
Grants & Contributions - Operating	-	-	-	-	-	-	-	-	-	
Grants & Contributions - Capital	740,000	-	-	-	740,000	-	740,000	-	(740,000)	
Total Income from Continuing Operations	5,115,571	-	-	-	5,115,571	250,000	5,365,571	3,436,823	(1,678,747)	
Expenses										
Employee Costs	882,766	-	-	-	882,766	-	882,766	540,099	342,667	
Borrowing Costs	621,682	-	-	-	621,682	-	621,682	446,919	174,763	
Materials & Contracts	1,662,334	-	-	-	1,662,334	-	1,662,334	733,390	928,944	
Depreciation	1,429,059	-	-	-	1,429,059	-	1,429,059	1,071,794	357,265	
Other Expenses	-	-	-	-	-	-	-	-	-	
Total Expenses from Continuing Operations	4,595,841	-	-	-	4,595,841	-	4,595,841	2,792,202	1,803,639	
Net Operating Result from Continuing Operations	519,730	-	-	-	519,730	250,000	769,730	644,621	124,891	
Discontinued Operations - Surplus/(Deficit)	-	-	-	-	-	-	-	-	-	
Net Operating Result from All Operations	519,730	-	-	-	519,730	250,000	769,730	644,621	124,891	
Net Operating Result before Capital Items	(220,270)	-	-	-	(220,270)	250,000	29,730	644,621	864,891	
Capital Expenditure										
Materials & Contracts	3,400,643	-	(1,904,000)	-	1,496,643	(330,000)	1,166,643	643,489		
Total Capital Expenditure	3,400,643	-	(1,904,000)	-	1,496,643	(330,000)	1,166,643	643,489		
Funded										
Depreciation	1,429,059	-	-	-	1,429,059	-	1,429,059	1,071,794		
Contract Liabilities/Other External RA	-	-	-	-	-	-	(800,000)	(600,000)		
Loan Funding	-	-	-	-	-	-	-	-		
Reserve Movement	(1,451,854)	-	1,904,000	-	452,146	580,000	232,146	472,926		

Liverpool Plains Shire Council

Quarterly Budget Review Statement

For the Period Ending 31 March 2025

Income & Expenses Budget Review Statement

Budget Review for the Period Ending 31 March 2025

SEWER FUND

Variation Note	Original Budget 2024-2025	Approved Changes			Forecast 2024-2025	Variations for this Mar Quarter	Projected Year End Result	Actual YTD Figures	Variance Surplus (Deficit)	Notes
		Sep QBRs	Dec QBRs	Mar QBRs						
Income										
Rates and Annual Charges	1,496,345	-	-	-	1,496,345	-	1,496,345	1,108,162	(388,183)	
User Charges and Fees	161,945	-	-	-	161,945	-	161,945	152,931	(9,014)	
Interest and Investment Revenues	232,000	-	-	-	232,000	230,000	462,000	670	(231,330)	
Other Revenues	-	-	-	-	-	-	-	-	-	
Grants & Contributions - Operating	-	-	-	-	-	-	-	-	-	
Grants & Contributions - Capital	9,968,790	-	(8,551,575)	-	1,417,215	(1,135,000)	282,215	815	(1,416,400)	
Net gain from disposal of assets	-	-	-	-	-	-	-	-	-	
Total Income from Continuing Operations	11,859,079	-	(8,551,575)	-	3,307,504	(905,000)	2,402,504	1,262,578	- 2,044,927	
Expenses										
Employee Costs	320,000	-	-	-	320,000	-	320,000	195,443	124,558	
Borrowing Costs	-	-	-	-	-	-	-	-	-	
Materials & Contracts	560,145	-	-	-	560,145	-	560,145	194,828	365,317	
Depreciation	807,652	-	-	-	807,652	-	807,652	605,739	201,913	
Other Expenses	-	-	-	-	-	-	-	-	-	
Net Loss from disposal of assets	-	-	-	-	-	-	-	-	-	
Total Expenses from Continuing Operations	1,687,797	-	-	-	1,687,797	-	1,687,797	996,010	691,787	
Net Operating Result from Continuing Operations	10,171,283	-	(8,551,575)	-	1,619,708	(905,000)	714,708	266,568	- 1,353,140	
Discontinued Operations - Surplus/(Deficit)	-	-	-	-	-	-	-	-	-	
Net Operating Result from All Operations	10,171,283	-	(8,551,575)	-	1,619,708	- 905,000	714,708	266,568	- 1,353,140	
Net Operating Result before Capital Items	202,493	-	-	-	202,493	230,000	432,493	265,753	63,260	
Capital Expenditure										
Materials & Contracts	14,417,215	-	(13,000,000)	-	1,417,215	(1,135,000)	282,215	4,375	277,840	
Total Capital Expenditure	14,417,215	-	(13,000,000)	-	1,417,215	(1,135,000)	282,215	4,375	277,840	
Funded										
Depreciation	807,652	-	-	-	807,652	-	807,652	605,739	201,913	
Contract Liabilities/Other External RA	-	-	-	-	-	-	(200,000)	(150,000)	(50,000)	
Loan Funding	-	-	-	-	-	-	-	-	-	
Reserve Movement	(3,438,281)	-	4,448,425	-	1,010,144	230,000	1,040,144	717,932	322,212	

Liverpool Plains Shire Council

Quarterly Budget Review Statement

For the Period Ending 31 March 2025

Capital Expenditure (excluding Principal Loan Repayments)

Capital Project	New/Renew	Original Budget	Variations for September	Variations for December	Variations for March	Projected Year End Result	Actual YTD Spend	Variation Note
<u>General Projects - Renewal</u>								
Plant	Renew	2,888,369	-	(75,139)	7,000	2,820,230	956,435	3.1
Buildings	Renew	571,653	-	-	-	571,653	341,002	
Office Equipment	Renew	308,853	-	-	-	308,853	79,354	
Furniture & Fittings	Renew	10,000	-	-	(10,000)	-	-	3.2
Other Structures	Renew	6,727,185	170,088	187,695	(2,969,000)	4,115,968	3,045,639	3.2
Roads	Renew	12,047,253	-	(1,090,000)	(1,050,000)	9,907,253	3,988,246	3.3
Kerb & Gutter	Renew	135,000	-	-	-	135,000	-	
Footpath	Renew	95,000	-	-	-	95,000	-	
Bridges	Renew	463,303	-	-	(463,303)	-	36,782	3.5
Land	Renew	-	-	-	-	-	-	
<u>General Projects - New</u>								
Plant	New	-	-	-	-	-	-	
Buildings	New	46,000	-	-	(6,000)	40,000	82,731	3.2
Office Equipment	New	35,000	-	-	-	35,000	1,600	
Furniture & Fittings	New	-	-	-	-	-	-	
Other Structures	New	3,067,773	-	(278,500)	-	2,789,273	1,024,775	
Roads	New	10,827,500	-	-	(10,500,000)	327,500	-	3.4
Kerb & Gutter	New	-	-	-	-	-	-	
Footpath	New	-	-	-	-	-	-	
Bridges	New	-	-	-	-	-	-	
Land	New	-	-	20,000	-	20,000	12,921	
Total General Fund		37,222,888	170,088	(1,235,944)	(14,991,303)	21,165,729	9,569,484	
<u>Water Services</u>								
Water	Renew	3,060,643	-	(1,580,000)	(330,000)	1,150,643	113,527	3.6
Water	New	340,000	-	(324,000)	-	16,000	529,963	
Total Water Fund		3,400,643	-	(1,904,000)	(330,000)	1,166,643	643,489	
<u>Sewer Services</u>								
Sewer	Renew	14,417,215	-	(13,000,000)	(1,135,000)	282,215	1,457	3.7
Sewer	New	-	-	-	-	-	2,918	
Total Sewer Fund		14,417,215	-	(13,000,000)	(1,135,000)	282,215	4,375	
Total Capital Works		55,040,746	170,088	(16,139,944)	(16,456,303)	22,614,587	10,217,348	

Liverpool Plains Shire Council

Quarterly Budget Review Statement

For the Period Ending 31 March 2025

Capital Grant Programs (over \$250,000)

Funding Bodies		Total Funding	Total Spent to date	Cash Received	Project progress
<u>Liverpool Plains District Water Security Project</u>					
Crown Finance - Restart NSW	W3559	10,000,000	10,000,000	10,000,000	
CDG511 Federal	W3557 / W3565	10,000,000	10,000,000	9,500,000	
Building Better Regions Council	W3559	5,000,000	5,000,000	5,000,000	Final Proof of Performance Test being undertaken
		11,646,900	10,791,676	8,000,000	
	Total	36,646,900	35,791,676	32,500,000	
<u>Werris Creek Industrial Precinct Southern Access</u>					
Crown finance - Restart NSW	W4079	7,296,000			
Fixing Country Roads		4,500,000			
Crawfords Freightlines		1,100,000			Federal Grant Funding declined, Project terminated
		750,000	532,005	532,005	
Council Contribution		13,646,000	532,005	532,005	
	Total				
<u>Quirindi Aquatic Centre</u>					
Resources for Regions 9	W4226	6,622,547	3,038,986	5,298,038	Beau Corp Projects were awarded the contract to construct the new Quirindi Aquatic Centre and construction work commenced November 2024.
Interest Earnt on Grant Funds		566,176		398,962	
	Total	7,188,723	3,038,986	5,697,000	
<u>Waste Strategy Stage 1 and 2</u>					
					Resource for Regions 7 completed
Resources for Regions 7 & 8	W4108 / W3984	3,492,058	2,732,611	2,497,936	Contractor has commenced project at Willow Tree
<u>Flood - Yarraman Creek Road Culvert - Betterment Funding</u>					
Department of Regional NSW	W4332	2,317,600	59,305	579,400	New Funding agreement for the replacement of Yarraman Creek Culvert, Coonabarabran Road. First installment invoiced. In Tender phase at present.
<u>LRCI Phase 4</u>					
Dept Of Infrastructure, Regional Development	W4368	1,366,745	597,571	-	Borah Creek Road - Rehabilitaion and Widening
<u>Longfield Ovals Lighting - Quirindi</u>					
Stronger Country Communities Round 5	W4244	685,200	556,884	548,160	Lighting and fixtures are installed, application for power supply upgrades are underwaywith design completed.

Liverpool Plains Shire Council

Quarterly Budget Review Statement

For the Period Ending 31 March 2025

Capital Grant Programs (over \$250,000)

Funding Bodies		Total Funding	Total Spent to date	Cash Received	Project progress
<u>Replacement Footbridge, Pittsford St, Quirindi (old swinging bridge)</u>					
NSW Public Works Advisory (PWA)	W4254 / W2484	612,000	142,163	-	Old Swinging Bridge demolished. Tender documents prepared and advertised, works to be completed in FY26
<u>Bridge Road Bridge</u>					
Fixing Country Bridges	W4130	515,432	615,774	514,431	Completed - final milestone and reporting inprogress.
<u>Quirindi Disabled Amenities & Access</u>					
Stronger Country Communities Round 5	W4245	275,310	264,300	220,248	Work is progressing

Liverpool Plains Shire Council

Quarterly Budget Review Statement

For the Period Ending 31 March 2025

Consolidated Budget Review Statement - Recommended changes to Budget

Budget Variations include the following items:

Note Details	Amount	Description
1. Increase (Decrease) in Revenue		
		More information (Indicative reason for variation)
1.1 Interest on Term Deposits	480,000	TD Rates have held higher than budgeted
1.2 Fees & Charges	-90,000	Fees and Charges through Planning Dept. have not met budgeted levels
1.3 Aerodrome Landing Fees	6,000	Landing Fees above budget
Total Change in Revenue	396,000	
2. Increase (Decrease) in Expenditure		
2.1 1100 General Purpose	25,000	Legal Fees in relation to Rates Recovery action
2.2 3100 Planning & Development	30,000	Employee Entitlements/Contractor Costs
Total Change in Expenses	55,000	

Consolidated Budget Review Statement - Recommended changes to Budget

Budget Variations include the following items:

Note Details	Amount	Description
3. Increase (Decrease) in Capital Expenses		
3.1 Plant	7,000	Loader approved by Council, final cost \$7k higher than projected
3.2 Other Structures	(3,000,000)	Quirindi Aquatic Centre on track with \$3m cfwd to FY26 for project completion
3.2 Other Structures	100,000	Werris Creek Aquatic Project - Inc Tiling
3.2 Other Structures	(85,000)	Other structure capex projects deferred to offset above
3.3 Roads	(1,050,000)	RREF Road Funding work carry forward to FY26
3.4 Roads	(10,500,000)	Werris Creek Industrial Precinct Project not funded - terminated
3.5 Bridges	(463,303)	Pittford Street Bridge works extended to FY26
3.6 Water Service	(330,000)	Wallabadah Drought Augmentation carry forward to FY26
3.7 Sewer Services	(1,135,000)	Quirindi #3/#5 WWPS Upgrade + Waste Wate Networkupgrades cfwd to FY26
Total Change in Capital Expenses	(16,456,303)	
4. Increase (Decrease) to Reserves		
4.1 Internally Restricted Reserves	126,000	Increase in Property Reserve
	35,000	Increase In Employee Leave Entitlement Reserve
	144,139	Increase in Plant & Vehicle Replacement Reserve
	(50,000)	Deduction in Business System Remediation Reserve
Total Change in Reserves this quarter	255,139	

Liverpool Plains Shire Council

Income & Expenses Budget Review Statement

BY PROGRAM (Excluding Capital Grants and Depreciation Actuals)

Budget Review for the Period Ending 31 March 2025

¹ Rates and Annual Charges relate to full year

*see Copy of Draft Budget @21 Mar 24

	Actual ¹ Income	Original Budget* Income	F/cast Budget Income	Act vs Fcst %	Actual Expenses	Original Budget Expenses	F/cast Budget Expenses	Act vs Fcst %	Actual YTD Operating Result	Original Budget Operating Result	Forecast Year End Operating Result
1100 General Purpose	12,039,855	13,486,605	13,486,605	89%	883,927	-320,930	-295,930	-299%	11,155,928	13,807,535	13,782,535
1200 Elected Member	0	0	0	0%	167,382	252,212	252,212	66%	-167,382	-252,212	-252,212
Executive Services	50	0	0	0%	548,663	919,966	909,366	60%	-548,614	-919,966	-909,366
1500 Corporate Governance	0	0	0	0%	317,968	537,823	537,823	59%	-317,968	-537,823	-537,823
1700 Human Resources	0	5,000	5,000	0%	450,219	448,813	448,813	100%	-450,219	-443,813	-443,813
2100 Customer Service	0	0	0	0%	284,942	473,607	473,607	60%	-284,942	-473,607	-473,607
2200 Work Health & Safety	31,033	30,000	30,000	103%	54,954	112,700	112,700	49%	-23,922	-82,700	-82,700
2400 Commercial Property	133,567	193,765	193,765	69%	115,347	252,272	252,272	46%	18,221	-58,507	-58,507
2500 Caravan Parks	102,673	150,000	150,000	68%	88,447	134,654	134,654	66%	14,227	15,346	15,346
2700 Information Technology	0	0	0	0%	628,203	1,254,524	1,254,524	50%	-628,203	-1,254,524	-1,254,524
Administration- Planning & Deve	118,728	251,796	161,796	73%	684,316	906,649	936,649	73%	-565,588	-654,853	-774,853
3400 Weeds Division	0	71,750	71,750	0%	158,170	239,875	239,875	66%	-158,170	-168,125	-168,125
Waste Services	3,670,736	2,653,371	2,653,371	138%	1,333,184	3,208,769	3,208,769	42%	2,337,552	-555,398	-555,398
3600 Emergency Services	242,888	249,257	249,257	97%	661,632	1,333,278	1,333,278	50%	-418,745	-1,084,021	-1,084,021
3700 Animal Control	2,338	3,786	3,786	62%	136,516	163,389	183,389	74%	-134,177	-159,603	-179,603
Building Programs	11,520	42,169	42,169	27%	317,511	553,618	603,618	53%	-305,991	-511,449	-561,449
4100 Administration - Infrastructure &	32,396	70,000	70,000	46%	1,336,657	1,353,581	1,364,181	98%	-1,304,261	-1,283,581	-1,294,181
4200 Depot	0	0	0	0%	129,500	163,115	185,115	70%	-129,500	-163,115	-185,115
4300 Plant Fund	114,431	0	0	0%	-313,021	-716,202	-716,202	44%	427,452	716,202	716,202
4410 Sporting Grounds	40,184	49,670	49,670	81%	193,075	611,771	611,771	32%	-152,891	-562,101	-562,101
4420 Racecourse/Showgrounds	80,350	78,662	78,662	102%	133,761	428,286	428,286	31%	-53,411	-349,624	-349,624
4430 Swimming Centres	70,904	63,000	63,000	113%	436,869	750,018	750,018	58%	-365,965	-687,018	-687,018
4440 Public Cemeteries	136,323	137,143	137,143	99%	138,904	135,718	135,718	102%	-2,582	1,424	1,424
4460 Aerodromes	14,000	10,883	16,883	83%	54,360	148,926	148,926	37%	-40,361	-138,043	-132,043
4470 Parks and reserves	11,564	0	0	0%	294,044	584,152	584,152	50%	-282,480	-584,152	-584,152
4480 Street Cleaning	0	0	0	0%	28,016	93,564	93,564	30%	-28,016	-93,564	-93,564
4500 Works - Maint. & Construction	1,400,332	6,708,981	7,944,925	18%	3,052,108	14,345,042	14,345,042	21%	-1,651,776	-7,636,060	-6,400,116
5100 Promotion & Tourism	14,145	14,829	14,829	95%	95,894	165,103	165,103	58%	-81,750	-150,274	-150,274
5200 Library	99,402	108,503	108,503	92%	272,794	591,587	591,587	46%	-173,392	-483,084	-483,084
5300 HACC - Home and Community Ca	0	0	0	0%	0	0	0	0%	0	0	0
5400 Plains Fitness Centre	177,484	200,000	200,000	89%	271,207	345,469	444,469	61%	-93,723	-145,469	-244,469
5510 Royal Theatre	2,102	0	0	0%	30,370	67,721	67,721	45%	-28,269	-67,721	-67,721
Arts & Cultural	51,170	182,300	182,300	28%	226,800	447,263	348,263	65%	-175,630	-264,963	-165,963
5830 Day Care Centre	604,747	763,600	763,600	79%	568,349	743,067	743,067	76%	36,399	20,533	20,533
6100 Finance	47,415	20,000	46,000	103%	994,736	1,222,341	1,222,341	81%	-947,321	-1,202,341	-1,176,341
6150 Records	0	0	0	0%	55,795	86,001	86,001	65%	-55,795	-86,001	-86,001
6200 TfNSW Agency	123,778	169,851	169,851	73%	150,998	171,227	171,227	88%	-27,220	-1,376	-1,376
6300 Stores	1,655	728	728	227%	68,445	92,689	92,689	74%	-66,790	-91,961	-91,961
Water Operations	4,024,789	4,375,571	4,375,571	92%	1,720,408	4,545,841	4,545,841	38%	2,304,381	-170,271	-170,271
Sewer Operations	1,631,150	1,890,289	1,890,289	86%	390,271	1,669,460	1,669,460	23%	1,240,879	220,829	220,829
Total	25,031,707	31,981,510	33,159,454	75%	17,161,724	38,516,959	38,663,959	44%	7,869,983	-6,535,449	-5,504,505

Liverpool Plains Shire Council

Cash, Investments and Borrowing Statement

Quarterly Budget Review Statement

For the Period Ending 31 March 2025

Description	Balance as at 01/07/2024	Movement (1/07/24 - 31/03/25)		Balance as at 31/03/2025	Expected Balance at 30/06/2025
		Increase	Decrease		
Cash on hand and at bank (Actual Statement Balance)	8,215,549	-	5,852,477	2,363,072	2,200,000
Investments (Maturity less than 12 months)	35,500,000	4,500,000	-	40,000,000	35,000,000
Total Cash and Cash Equivalents	43,715,549	4,500,000	5,852,477	42,363,072	37,200,000
<i>Attributable to :</i>					
External restrictions	35,120,000	1,962,286	1,887,081	35,195,205	28,155,004
Internal restrictions	8,528,500	430,000	4,818,500	4,140,000	8,692,025
Unrestricted	67,049	2,960,819	-	3,027,867	352,971
	43,715,549	5,353,104	6,705,581	42,363,072	37,200,000
<i>Restrictions</i>					
A Externally Restricted Reserves					
1 Specific purpose unexpended grants - general fund (liability)*	11,565,000		1,875,802	9,689,198	6,250,000
2 Specific purpose unexpended grants - water fund*	266,000		11,280	254,720	-
3 Specific purpose unexpended grants - sewer fund*	10,000		-	10,000	-
3 Developer contribution - general fund (see #288 & 289)	2,008,000	133,318	-	2,141,318	2,150,000
4 Developer contribution - water fund	653,000	641	-	653,641	654,000
5 Developer contribution - sewer fund	45,000	-	-	45,000	46,000
6 Water supplies	8,575,000	472,926		9,047,926	8,807,146
7 Sewer services	10,271,000	717,932	-	10,988,932	7,883,358
8 Remediation - waste	1,700,000	600,000		2,300,000	2,300,000
9 Deposits, Retentions and Bonds	27,000	37,469		64,469	64,500
Total external restriction	35,120,000	1,962,286	1,887,081	35,195,205	28,155,004
B Internally Restricted					
1 Property	1,374,000	126,000	-	1,500,000	1,500,000
2 Employees leave entitlement	805,000	35,000	-	840,000	840,000
3 Carryover capital works	327,500	-	327,500	-	-
4 Remediation - Quarry	100,000	-	-	100,000	100,000
5 Financial Assistance Grant operational - received in advance	2,887,000	-	2,887,000	-	2,959,175
6 Financial Assistance Grant roads - received in advance	1,554,000	-	1,554,000	-	1,592,850
7 Business System Remediation	250,000	-	50,000	200,000	200,000
8 Plant and Vehicle Replacement Reserve	1,231,000	269,000	-	1,500,000	1,500,000
Total internal restriction	8,528,500	430,000	4,818,500	4,140,000	8,692,025

Liverpool Plains Shire Council

Cash, Investments and Borrowing Statement

Quarterly Budget Review Statement

For the Period Ending 31 March 2025

Description	Balance as at 01/07/2024	Movement (1/07/24 - 31/03/25)		Balance as at 31/03/2025	Expected Balance at 30/06/2025
		Increase	Decrease		
Borrowings					
Loan Reference	111	112	114	115	Total
Purpose	Urban Stormwater	Quipolly Dam Upgrade	Quipolly Dam Upgrade	Quipolly Water Security Project	
Fund	General	Water	Water	Water	
Interest Rate Type	Variable	Fixed	Fixed	Fixed	
Current Interest Rate	5.93%	6.53%	5.21%	6.03%	
Commencement Date	22/09/2010	28/06/2012	30/06/2015	12/10/2022	
Maturity Date	20/09/2030	28/06/2032	30/06/2035	14/10/2052	
Payment Terms	Quarterly	Six Monthly	Quarterly	Quarterly	
Principal Amount (Original)	1,100,000	2,000,000	2,355,500	8,000,000	13,455,500
Outstanding Amount	333,473	1,057,893	1,503,966	7,773,307	10,668,639

Liverpool Plains Shire Council

Contracts Budget Review Statement

Contracts entered into during the Quarter >\$50k

Quarterly Budget Review Statement

For the Period Ending 31 March 2025

Contractor Name	Purpose of Contract	Start Date	Amount \$	Budgeted (Y/N)
Synergy Resource Management Pty Ltd	Willow Tree Landfill construction Tender 12599872	06/01/2025	3,007,412	Y
GHD Pty Ltd	Project management for Willow Tree Landfill	06/01/2025	286,364	Y
BMR Quarries Pty Ltd	Crushing yellow gravel - 10 to 15 tonnes - Warrah	16/01/2025	140,000	Y
Boral Construction Materials Group Ltd	Supply Seal 14/7 for construction works on SR 3 Bl	29/01/2025	220,000	Y
Rollers Australia Pty Ltd	Supply Padfoot Roller, Multi Tyre Roller and Water	29/01/2025	60,000	Y
Boral Construction Materials Group Ltd	Supply and apply reseal	03/02/2025	826,153	Y
Boral Asphalt	Coonabarabran Road Reseal - Reseal Program Budget	03/02/2025	271,553	Y
The Stabilising Pty Ltd	Borah Creek Stage 3 and Blackville Road Rehab - Stabilisation	05/02/2025	275,000	Y
Hoswell Constructions	Progress Claim 3 for Disability upgrade to LSPC Ad	11/02/2025	114,870	Y
RNR Earthworks Pty Ltd	Supply Earthmoving Equipment for road construction	20/02/2025	100,000	Y
Soil Conservation Service	Win Gravel (Overburden) 15,000 Tonne at Warrah Rd	13/03/2025	52,727	Y
Hunter H2O Holdings Pty Ltd	Undertake transition works to full production vers	25/03/2025	59,045	Y
RNR Earthworks Pty Ltd	Supply road construction equipment for SR 3 Blackv	27/03/2025	150,000	Y
			<u>5,563,124</u>	

Liverpool Plains Shire Council

Quarterly Budget Review Statement
For the Period Ending 31 March 2025


Consultancy & Legal Fee Statement

Expenses	YTD Expenditure	Budgeted (Y/N)
Consultancies	31,783	Y
Legal Fees	17,781	Y

Consultancies

For the purposes of this report, a consultancy is defined as a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision-making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

7.4	LOCAL GOVERNMENT REMUNERATION TRIBUNAL ANNUAL REPORT AND DETERMINATION AND COUNCILLOR ANNUAL FEES - 2025/26
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IP&R Linkage:	Goal: Our Council, community and business leaders work together effectively
	Strategy: Operate in a financially responsible manner and improve long-term financial sustainability
Author:	Jared McCulloch, Governance and Risk Coordinator
Authoriser:	Cian Middleton, General Manager
File Number:	G2025/0106
Annexures:	A. 2025 Local Government Remuneration Tribunal Report ↓ 

RECOMMENDATION

That Council:

1. Receive and note the Local Government Remuneration Tribunal - 2025 Annual Determination appended at *Annexure A*.
2. Pursuant to section 248 of the *Local Government Act 1993*, fix and determine the annual fee payable to the Councillors of Liverpool Plains Shire Council for the 2025/2026 financial year effective from 01 July 2025, at the maximum allowable limit for a Rural Council.
3. Pursuant to section 249 of the *Local Government Act 1993*, fix and determine the annual fee payable to the Mayor of Liverpool Plains Shire Council for the 2025/2026 financial year effective from 01 July 2025, at the maximum allowable limit for a Rural Council.
4. Pursuant to section 249(5) of the *Local Government Act 1993*, pay the Deputy Mayor of Liverpool Plains Shire Council an additional fee of \$4,000, deducted from the Mayor's annual fee, in recognition of any periods in which the Deputy Mayor is required to act in the office of the Mayor as agreed by the Mayor.

BACKGROUND

The Local Government Remuneration Tribunal ("the Tribunal") is constituted under Chapter 9, Division 4 of the *Local Government Act 1993* ("the Act").

The Tribunal is charged with determining the categories of councils and Mayoral offices and placing each council and Mayoral office into one of those categories. Liverpool Plains Shire Council is presently categorised as a Rural Council.

Section 248 of the Act provides that a council must pay each of its Councillors an annual fee, but if an annual fee is not fixed by the council, the appropriate minimum fee set by the Tribunal must be paid. Section 249 provides a similar provision in relation to the fixing and payment of annual fees to the Mayor.

ISSUES AND COMMENTARY

On 17 April 2025, the Tribunal handed down its 2025 Annual Determination, which is appended at *Annexure A*. The Tribunal has determined that the minimum and maximum fees applicable to each category will increase by 3.0 per cent in the 2025/26 year.

The Tribunal is required to determine the remuneration categories of councils and mayoral offices at least once every three years under section 239 of the *Local Government Act 1993*.

The annual fees to be paid to Councillors and Mayors of Rural Councils in 2025/26, as determined by the Tribunal, are detailed in Table 1, below:

Table A: Rural Council Councillor and Mayor Fees 2025-2026					
Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils – Non-metropolitan	Rural	\$10,530.00	\$13,930.00	\$11,210.00	\$30,390.00

**This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (section 249(2), Local Government Act 1993).*

Section 248(3) of the Act provides that the fee paid to all Councillors must be the same, excluding the Mayor, who is paid an additional fee under section 249(2) of the Act.

Under section 249(5), Council may pay the Deputy Mayor a fee for such time as the Deputy Mayor acts in the office of the Mayor, which must be deducted from the Mayor's annual fee. Council's current practice is to pay the Deputy Mayor an additional annual fee of \$4,000 (being 13.1 per cent of the Mayor's fee) in recognition of any periods in which they are required to act in the office of the Mayor.

LEGISLATIVE AND POLICY IMPLICATIONS

Sections 248 and 249 of the Act concern the fixing and payment of annual fees for the Councillor and Mayor. As detailed above, should the annual fees not be fixed by Council resolution; the Mayor and Councillors will be paid the minimum fees determined by the Tribunal.

FINANCIAL IMPLICATIONS

Council has historically determined to fix and determine the maximum annual fee payable to the Councillors and Mayor at the maximum amounts determined by the Tribunal. Table B, below, details the total fees payable to the Mayor and Councillors in the 2024-2025 year:

Table B: Fees Payable to Liverpool Plains Shire Council Mayor and Councillors 2025/2026			
Category	Maximum Fee	No.	Total Fee
Councillor	\$13,930.00	7	\$97,510.00
Mayor	\$30,390.00*	1	\$30,390.00
		Total	\$127,900.00

**The additional fee of \$4,000 payable to the Deputy Mayor will be deducted from Mayor's fee, consistent with section 249(5) of the Act. As a result, the total fee payable to the Mayor will be \$26,390.*

Allocation for the annual fees for the Councillors and Mayor has been made in Council's 2025/26 Operational Plan.

RISK IMPLICATIONS

Consistent with sections 248(4) and 249(4) of the Act; should Council fail to formally resolve to fix and determine the Councillors' and Mayor's fees for 2025/26 as recommended, it will instead pay the Councillors and Mayor the minimum fee determined by the Tribunal.

COMMUNITY CONSULTATION

There are no community consultation requirements for Council associated with this report.

CONCLUSION

It is recommended that Council receive and note the Tribunal's 2025 Annual Determination appended at *Annexure A* and resolve to fix the fees payable to the Councillors and Mayor (including an additional fee payable to the Deputy Mayor), as detailed in this report and listed in the Recommendation.

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**Local Government
Remuneration Tribunal**

Annual Determination

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

17 April 2025



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Executive Summary

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

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. A review of categories was last carried out by the Tribunal in 2023.

The Tribunal will next consider the model, the criteria for each group, and the allocation of councils in the 2026 review.

The criteria for each category is published in Appendix 1 of the Determination and remains unchanged from 2023.

It should be noted that **the Tribunal determined that one Council - Mid Coast Council – would be re-categorised from a Regional Centre to Regional Strategic Area from 1 July 2025** as a result of meeting the criteria at Appendix 1.

Fees

The Tribunal has determined a **3% per annum** increase in the minimum and maximum fees applicable to each category from **1 July 2025**.

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Section 1 – Introduction

Background

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a comprehensive review of the categories and the allocation of councils into each of those categories in 2023.
2. The Tribunal will next conduct a full review of the categories and the allocation of councils as required by the LG Act in the 2026 Annual Review.
3. Section 241 of the LG Act provides that the Tribunal determine the minimum and maximum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under s.239.
4. The Tribunal can also determine that a council be re-categorised into a different category, existing or new, with a higher range of fees.
5. The Tribunal's Annual Determination takes effect from 1 July each year.

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Section 2 – 2024 Determination

2024 Annual Determination

6. In 2024, the Tribunal received 19 written submissions, which included two requests for re-categorisation.
7. The Tribunal found that the current allocation of the councils remained appropriate, with the exceptions outlined below.
8. The Tribunal closely reviewed population and data relating to council operations in the 2024 Annual Determination process to ensure categorisation of councils was consistent with the criteria.
9. For reasons explained at paragraphs 35-39 of the Local Government Annual Determination 2024, Hilltops Council and Muswellbrook Shire Council were reclassified as Regional Rural Councils.
10. The Tribunal determined that fees would increase by 3.75% for the minimum and maximum fees applicable to each category from 1 July 2024.

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Section 3 – 2025 Review

2025 Annual Review process

11. The Tribunal's 2025 Annual Review commenced in October 2024, when it wrote to all councils inviting submissions regarding fees. The Tribunal noted that it is only required to review the categories every three years and will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 Annual Review.
12. The invitation noted that it is expected that submissions are endorsed by respective councils.
13. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.
14. The Tribunal received 16 written submissions from individual councils and one submission from LGNSW.
15. The Tribunal acknowledges and thanks all parties for their submissions.

Submissions Received – Requests for Re-categorisation

16. Seven of the 16 council submissions received requested re-categorisation or changes to current category criteria.
17. LGNSW also advocated for changes to factors affecting categorisation of councils.
18. Berrigan, City of Parramatta, Gilgandra Shire, Lake Macquarie City, City of Ryde, City of Sydney and Blacktown put forward cases for re-

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categorisation, or changes to category criteria, and the creation of new categories, for the Tribunal's consideration.

Requests for Re-classification

19. **Berrigan Shire Council** requested re-categorisation from Rural to Rural Large, despite acknowledging that they do not meet all the benchmarks in the criteria for this category.
20. The criteria for Rural Large is outlined at Appendix 1 of the 2024 Annual Determination, page 38 which states:

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

Other features may include:

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

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21. Council's submission states they are currently at 86% of the population target threshold and 90% of the representation ratio but are meeting other criteria benchmarks.
22. Given that Council does not currently satisfy the population and ratio thresholds specified for Rural Large, the Tribunal is not persuaded to include Berrigan Shire Council in Rural Large at this time.
23. **City of Parramatta Council** requested that it be re-categorised to the highest category of general purpose councils, Principal CBD, in order to recognise its size, rate of growth, economic and global influence, operational budget, and strategic and geographical importance.
24. Council put forward a similar case for re-categorisation as part of the 2024 annual determination process, which was unsuccessful. In addition to the reasons put forth in paragraph 20 of the 2024 annual determination, the Council has included the following reasons for its re-categorisation request:
 - A local economy that has more than 30% of Australia's top 500 companies with offices in Parramatta, and estimated public and private investments in the next 5 years of \$20 billion
 - It is estimated by 2050 that Parramatta will be a city with a population of more than 500,000 people
 - The expected accessibility of the City, being a 'gateway to Sydney' with more people expected to live west of Parramatta than to its

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east by 2050, and being accessible by 2.3 million people within 45 minutes

- Key infrastructure in Parramatta, including but not limited to the Parramatta PHIVE, Commbank Stadium, the new Parramatta Light Rail, the Westmead Institute for Medical Research, Sydney Olympic Park and construction of Powerhouse Parramatta
- Expansion of education and innovation precincts, with Parramatta's education and training sector being valued at \$1.6 billion, and
- Significant operating and capital works budget of \$607 million, including multiple town centres, and sports and cultural hubs.

25. The Council also argues that a re-classification would reflect the additional skills and abilities that representing a growth council requires.
26. The City of Parramatta notes that the number of electors that each councillor represents is higher than the City of Sydney's. The submission states that the elected councillors represent more than 125,000 enrolled electors, compared to City of Sydney's elected councillors representing 45,891 enrolled electors.
27. Parramatta was classified as a Major CBD, following the 2017 Annual Determination. The Tribunal had found that Parramatta Council was significantly different from other large metropolitan councils on the basis of its secondary CBD status, as recognised by the State Government, at paragraph 21 of the 2017 annual determination. As a result, the

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description of Major CBD has remained specific to the City of Parramatta. Similarly, the Principal CBD criteria remained specific to the City of Sydney, since its inception in 2017.

28. Given the specific nature of both Major CBD and Principal CBD categories, the City of Parramatta's request for re-categorisation will require a change in the categories' criteria. As stated above, the Tribunal is not considering the criteria applicable to each category in the 2025 Annual Review process. The Tribunal will next consider the categories and criteria as part of the 2026 Annual Review process.
29. **Gilgandra Shire Council's** submission requests that it be re-categorised from Rural to Rural Large. Gilgandra Shire Council's case to be included in Rural Large category is based on two main points. The first point being Council offers a diverse range of services, and secondly these services result in higher levels of accountability and responsibilities for councillors.
30. Council submits it offers a diverse range of services over and above traditional local government services, which includes being the primary service provider for the community in the aged care and disability services. These include:
- Age care and disabilities services
 - Meals on wheels and community transport
 - Home care package delivery
 - Operation of a villa retirement village
 - Indigenous specific residential age care facility

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- Residential aged care nursing home
 - Supported employment service for adults with intellectual disabilities
 - Special disability accommodation properties for adults with intellectual disabilities
 - Supported Living Services through the National Disability Insurance Scheme, and
 - Day activities centre to support clients with unique challenges.
31. The submission notes these services not only entail a higher level of accountability and responsibility from Council (due to changes in the regulatory environment) but also generate larger revenue and employment opportunities that is comparable to a Rural Large category.
32. Council further submits that when assessing categories to place councils in, the Tribunal should also give due consideration to other factors than those outlined in the s.240 of the LG Act, such as services provided; financial responsibility; scale of operation; and number of employees.
33. While the Tribunal notes Council's request, it does not satisfy the population and ratio thresholds specified for the category of Rural Large. Further, the changes to criteria suggested would require a change in categories, which is not being considered this year. For these reasons, the Tribunal is not persuaded to include Gilgandra Shire Council in Rural Large at this time.

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34. Similar to last year, **Lake Macquarie City Council** requested that it be re-categorised from Regional Strategic Area to Major Strategic Area. Council also advocated for the population threshold of Regional Strategic Area be adjusted from its current threshold of 300,000 down to 200,000.
35. Council argues that its population, scale and output of council operations is significantly greater than other councils categorised as Regional Strategic Area, and more aligns with the Central Coast, as the council classified as a 'Major Strategic Area'.
36. Lake Macquarie City Council's request for re-categorisation is based on the following:
- Lake Macquarie being the second largest non-metropolitan council by population in NSW, with a larger population than Newcastle and Wollongong, which are classified as Major Regional Cities.
 - A population density that is 'significantly larger' than other Regional Strategic Areas and supported by 5 precincts in the Lake Macquarie LGA that have been identified for inclusion in the NSW Government Transport Oriented Development Program, which aims to encourage housing development near transport hubs, and are argued to lead to population growth near the hubs; and
 - A Gross Regional Product that is comparable to those of Major Strategic Areas and Major Regional City, rather than other Regional Strategic Areas.

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37. Council provided population data to support its case for the population threshold of Regional Strategic Area to be adjusted from its current threshold of 300,000 down to 200,000. The data was also provided as justification for its claim of a 'significant disparity within the Regional Strategic Area category' between Lake Macquarie and other councils:
- Lake Macquarie: 219,249 residents, 24,769 non-residents
 - Shoalhaven: 108,895 residents, 4,632 non-residents
 - Tweed: 98,967 residents, 7,755 non-residents
 - Maitland: 95,958 residents, 15,305 non-residents
38. As stated in paragraph 28 of the 2024 Annual Determination, all categories were determined by extensive evidence examined and considered by the Tribunal. It was determined that the population threshold for the Major Strategic Area was appropriate. As a result, the Tribunal is currently not persuaded to modify the criteria for the Major Strategic Area.
39. **City of Ryde Council** provided a submission requesting it be re-classified from its existing category of Metropolitan Large to Metropolitan Major. Council's case to be re-classified includes:
- The LGA having an area of 40.651 km², 16 suburbs, 3 wards, a population of 135,000 residents and over 54,000 rateable properties within its boundaries
 - A local economy that consists of 92,000 local jobs, 14,300 businesses and a gross regional product of \$19.2 billion

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- An innovation district within its west ward that has a long history of investment from all tiers of government, ultimately contributing \$13.6 billion annually to the NSW economy
 - Future growth opportunities linked to the Governments Transport Oriented Development Accelerated Precincts, which Macquarie Park is identified as, that will bring increased housing, amenities and job retention, and
 - Plans to build 2 new schools, 11,600 new homes, the redevelopment of Ryde Hospital and bringing together a range of organisations to create a fully integrated academic health sciences centre at Macquarie University Hospital.
40. As stated in Council's own submission, currently it does not satisfy the population threshold criteria required for Metropolitan Major. Accordingly, the Tribunal is not persuaded at this time to include City of Ryde in the category of Metropolitan Major.
41. The Tribunal also notes **Wollondilly Council's** submission confirming its adopted position to remain classified as a Regional Centre.
42. The Tribunal acknowledges each of the Council's requests for re-categorisation. Whilst the Tribunal has not been persuaded at this time to grant these requests, any council that provides a submission in the 2026 annual review, which includes a request for re-categorisation, will of course be considered.

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Requests for New Classifications

43. The **City of Sydney** Council requested the Tribunal change the classification name from Principal CBD to the previously used term “Principal City”.
44. The category “Principal City” was last used in the 2016 Determination. It was changed to Principal CBD in 2017 as a result of a review of categories. This review was undertaken in the context of Local Government reform, and council amalgamations, reducing the number of councils from 152 to 128.
45. Council’s submission outlines the history of boundary changes, including its expansion of the City of Sydney as a consideration in reverting to the 2016 category name.
46. Sydney City Council contends that reverting to the category term “Principal City” recognises that the council’s significance and contribution extends beyond the Sydney CBD.
47. The Tribunal notes the City of Sydney’s request would constitute modification to the category of “Principal CBD”. As stated above, the category “Principal CBD” is specific to City of Sydney and the Tribunal is not considering changes to the criteria applicable to each category in the 2025 Annual Review.
48. **Blacktown Council** requested re-categorisation from its current category of Metropolitan Major to a newly created category of “Metropolitan Major – High Growth”.

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49. Council's case to be re-categorised to a newly created category is based on the following:
- Council asserts that it is the largest and one of the fastest growing local government areas in NSW, and
 - It undertakes several transformational projects, including projects funded from NSW Government and Western Sydney Infrastructure Grants.
50. Further, Council submits that the category of Metropolitan Major fails to account for the transformational nature of projects undertaken by Council, including the economic and strategic impacts for NSW, and impact on its local government area (LGA), which results in attracting new residents and people to the LGA.
51. The Tribunal notes that a new category, Metropolitan Major, was introduced in 2023, to address generally the issues raised in the current submission.
52. As explained in the Tribunal's letter inviting submissions, the Tribunal is required to review the categories at least once every three years. The Tribunal will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 Annual Review process.
53. As such, the Tribunal is not persuaded at this time to create a new category.

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54. **LGNSW** submitted that the Tribunal should, as part of its determination for the categorisation of councils, consider the demographic and economic shifts impacting the complexity of council operations, and the communities that councils serve.
55. The LGNSW submission provides examples of recent demographic shifts the Tribunal should consider, as factors affecting categorisation of councils, including:
- The NSW Government's Transport Oriented Development Program, where the resulting accelerated growth drastically increases demands on the strategic and infrastructure planning functions of councils affected
 - The Renewable Energy Zones, which drive tens of billions of dollars of investment in rural and regional LGAs, and creates additional impacts in said councils, including population growth and growing infrastructure for transport and utilities, or
 - The Renewable Energy Planning Framework, which includes benefit sharing guidelines for councils to ensure their communities share the benefits of the project and require additional responsibility and management from affected councils.
56. Section 240 of the LG Act notes that the Tribunal is to determine categories for councils and mayoral offices according to prescribed matters. One such matter is the 'nature and extent of the development of areas', which could reasonably be accepted to include the items listed by LGNSW.

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57. However, this matter would also require a change to the categories' criteria, in order to identify areas of high development. As stated above, the Tribunal is not considering any modifications to the categories as part of the 2025 Annual Review process. However, the Tribunal will consider proposed modifications to categories as part of the 2026 Annual Review process.

Reclassification due to population thresholds

58. As was the case last year, the Tribunal reviewed applicable data as part of this review, to determine if any councils have met relevant benchmarks, therefore requiring a move in category.
59. The Tribunal identified that **Mid-Coast Council** met the population benchmark to be considered a Regional Strategic Area. As a result, Mid-Coast Council will be classified as a Regional Strategic Area in the 2025 Annual Determination.
60. The Tribunal will continue to monitor and review applicable data to ensure categorisation of councils remain consistent with the current criteria.

Submissions Received – Remuneration Structure

61. The current state of the remuneration structure continues to be a key issue of concern raised in submissions. A significant number of submissions received provide commentary on the structure, including examples of how it could be improved. These are addressed in the points below.

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Fees for Deputy Mayors

62. The issue of fees for deputy mayors was once again raised.
63. Three submissions asserted that the position of deputy mayor should attract its own distinct independent fee, beyond the fee provided for in s.249(5) of the LG Act.
64. The Tribunal dealt with this issue in its 2024 Annual Determination at paragraph 53-55. It was noted that the Tribunal lacked the powers to implement changes to the fee structure that would include a distinct independent fee for the position of deputy mayor.
65. There has been no change to the legislation to permit such a change. Therefore, the Tribunal is currently unable to introduce a remuneration structure that would include a distinct independent fee for the position of deputy mayor.

Changes to the role of Mayors and Councillors

66. It was suggested that the current remuneration structure is not fit for purpose as it no longer recognises the roles and responsibilities required of councillors and mayors.
67. Multiple submissions, including the LGNSW's submission, highlighted how the role of the councillor and mayor have changed over the past 9 years. Submissions identified a variety of factors that have impacted the roles of councillors and mayors, including the impact of NSW Government

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priorities and investments, and amendments to the LG Act (e.g. via the *Local Government Amendment (Governance and Planning) Bill 2016*).

68. It has been suggested that these changes have impacted the volume, nature and workload of the role, whilst remuneration has not been increased accordingly.
69. The recent submissions to the Tribunal, along with its own observations, highlight that the role of mayor in civic leadership, advocacy and representation has become more complex and demanding – an issue that must be addressed.
70. Community expectations are increasing on the mayor from both the council and the community to be seen and immediately present during times of natural disasters, major events or crisis.
71. Additionally, the disparity in the council categorisation between the annual fees for councillors and the mayor needs to be more consistent, so as not to be seen to be devaluing the role of mayor in some circumstances.
72. The Tribunal is not suggesting a fundamental review of the role of mayors and notes that people that enter local government representation do so from a sense of civic service, rather than remuneration.
73. However, the Tribunal has a statutory function, and not unlike the governing body of a council, mayors and councillors, its role, responsibility and functions are clear. The same can be said in relation to the clear functions of the general manager of a council.

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74. As previously stated, many of the matters raised in both council and LGNSW submissions are beyond the remit of the Tribunal, and to a degree, were addressed in the 2023 determination.

Regional and Rural mayors and councillors

75. Several submissions, including LGNSW, also raised concerns regarding the inadequacy of the remuneration structure, for rural and regional councils.
76. Specifically, that the remuneration provided to regional and rural councillors does not reflect the significant stressors that regional and rural councils in NSW face and that consideration should be given to the additional demands placed on mayors and councillors in rural and regional councils.
77. One submission suggested that fees for rural councils should be commensurate with fees for regional and metropolitan councils – arguing that mayors and councillors, regardless of their location, are required to possess a wide range of skills and knowledge.

Fees set by councils

78. Submissions received by the Tribunal regarding the current state of the remuneration framework raised concerns about councils setting their own fees, asserting that it could potentially be seen as a conflict of interest.

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79. It was suggested that a possible solution would be for the Tribunal to determine a fixed annual fee for mayors and councillors.
80. Whilst the Tribunal acknowledges and understands the concern raised, as explained in the 2024 Annual Determination at paragraph 68-69, such a change to the framework, to determine a fixed annual fee for mayors and councillors, would require legislative change.
81. As there has been no changes to the legislative scheme, it is not within the Tribunal's remit to determine a fixed annual fee for mayor and councillors' remuneration.

Request for a Review of the Remuneration Structure

82. For the reasons outlined above, several submissions suggested the Tribunal undertake a comprehensive review of the framework.
83. One submission went so far as to request the Tribunal recommend to the Minister for Local Government that a comprehensive review of the framework and LG Act be undertaken. Others suggested the Tribunal actively seek a referral from the Minister to undertake such a review.
84. The LG Act does not specify that the Tribunal is able to carry out a comprehensive review of the framework. As such, it is not within the Tribunal's remit to undertake such a review, unless such a function is conferred or imposed on it by the Minister, as per s.238(2) of the LG Act.
85. Should such a function be conferred on the Tribunal, it will of course carry out its functions and undertake a review.

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Section 4 – 2025 Fees

Submissions – 2025 Fees

86. LGNSW's submission to the Tribunal advocated for an increase in the minimum and maximum fees payable to mayors and councillors of at least 4%, to:

- Assist in reversing the fee erosion which occurred under the previous NSW Public Sector Wages Policy
- Mitigate economic pressures and the rising cost of living
- Ensure councillors and mayors receive fair and reasonable remuneration for the work they perform, and
- Address historic undervaluation of the work performed by elected representative in local government in NSW.

87. Economic data provided to the Tribunal by LGNSW to support their claim for an increase of at least 4% included:

- An annual Consumer Price Index (CPI) increase of 3.8% for the 12 months to June 2024
- The Fair Work Commission (FWC) awarding a 3.75% increase to the minimum pay for modern awards, and increasing the national minimum wage to \$915.90, as well as the FWC's comments regarding the growing cost of living and deterioration of disposable income, and
- The rate peg for the 2025-26 financial year being between 3.6%-5.1%.

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88. LGNSW also noted that the annual wage review, state wage case, award increases and the Independent Pricing and Regulatory Tribunal all had a clear theme on the increasing financial pressures on councils and its officers, which warrant increases in revenue and wages.
89. During its meeting with the Tribunal and assessors, LGNSW asserted that the current fees paid to mayors and councillors do not reflect their responsibilities. Nor do the current level of fees contribute to attracting a diverse range of candidates to stand for local government elections.
90. LGNSW also raised the issue of superannuation. It was contended that the payment of superannuation be mandated. Current arrangements require that a council pass a resolution at an open meeting to make such payments.
91. Four submissions received from individual councils directly addressed the issue of quantum increase to the minimum and maximum fees. These submissions sought an increase ranging from 3% to 10%.
92. The City of Sydney Council notes in its submission that it was not seeking an increase in fees payable for the Lord Mayor of Sydney.
93. The Tribunal is empowered under the s.241 of the LG Act to set minimum and maximum fees payable. It is then up to council to fix payment of annual fees for the mayor as outlined in s.249 of the LG Act.
94. It was suggested that the current fees, particularly in rural and remote communities, do not recognise or value the role of mayor and councillor,

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with fees set at a level that is commensurate to unqualified or inexperienced personnel.

95. The Tribunal was provided with a number of examples to demonstrate the financial impact, by way of lost wages, under the current fee rates.
96. Furthermore, 4 submissions compared the remuneration for NSW mayors and councillors with mayors and councillors in Victoria and Queensland as well as state Members of Parliament. The figures were provided to the Tribunal to demonstrate that the remuneration for NSW mayors and councillors is lower than all comparison examples provided.
97. It was also asserted that the low level of fees set for mayors and councillors devalues the importance and responsibility of the roles, diminishing the work undertaken on behalf of the community and is a significant barrier as to why people do not run for council.

“If councillors were paid a full-time wage I would have run again. Nothing surer.”

98. Another submission suggested that fees need to reflect the part-time or full-time nature of the work carried out by mayors and councillors. The setting of fees at such a rate would appropriately recognise and value this important work, whilst also mitigating any financial loss incurred by those members of the community elected to carry out these critical functions.
99. Nine submissions supported an increase, whilst not making a direct comment on the quantum. Other submissions advocated for remuneration to be set at a level that:

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- Is in line with responsibilities and challenges councillors' face
- Reflects the public profile and exposure of the role
- Reflects the growing complexity of the role
- Reduces the gap between minimum and maximum fees for each category
- Accounts for the rising cost of living challenges
- Reflects the commitment, accountability, workload, skills and knowledge required to perform the role of councillor and mayor regardless of location
- Establishes and maintains parity with mayors and councillors in other States and Territories
- Is 'determined outside of council so as councillors are not determining their own payments', and
- Overcomes economic barriers that prevent diverse members of the community from participating as a mayor or councillor.

Fee Increase

100. The Tribunal considered a range of factors in determining the amount to increase minimum and maximum fees payable to councillors and mayors.

This included a wide range of economic data such as:

- Consumer Price Index for the 12 months to December each year
- Wage Price Index for the 12 months to December each year

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- Full-time average weekly ordinary time earnings for the 12 months to November each year
- NSW Public Sector Salaries increases
- Local Government State Award increases
- IPART Rate Peg Base Cost Change
- Public Service Senior Executive remuneration determinations, by the Statutory and Other Offices Remuneration Tribunal, and
- State Members of Parliament Basic Salary remuneration determinations by the Parliamentary Remuneration Tribunal.

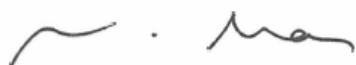
101. On this occasion the Tribunal has determined that a **3%** increase will apply to the minimum and maximum fees applicable to existing categories.

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Conclusion

102. The Tribunal's determination has been made with the assistance of the Assessors, Ms Kylie Yates and Mr Brett Whitworth.
103. Determination 1 sets out the allocation of councils into each of the categories as per s.239 of the LG Act.
104. Determination 2 sets out the minimum and maximum fees paid to councillors and mayors and chairpersons of county councils as per s.241 of the LG Act.
105. The Tribunal acknowledges and thanks the Remuneration Tribunal secretariat for its excellent research and support to facilitate the successful completion the 2025 Annual Determination.



Viv May PSM

Local Government Remuneration Tribunal

Dated 17 April 2025

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Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2025

General Purpose Councils – Metropolitan

Principal CBD (1)

- Sydney

Major CBD (1)

- Parramatta

Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

Metropolitan Large (10)

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

- The Hills

Metropolitan Medium (8)

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

Metropolitan Small (8)

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

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General Purpose Councils - Non-Metropolitan

Major Regional City (2)

- Newcastle
- Wollongong

Major Strategic Area (1)

- Central Coast

Regional Centre (22)

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

Regional Strategic Area(5)

- Lake Macquarie
- Maitland
- Mid-Coast
- Shoalhaven
- Tweed

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

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Regional Rural (14)

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

Rural Large (16)

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

Rural (38)

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

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

County Councils

Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

Other (6)

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

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Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2025

The annual fees to be paid in each of the categories to Councillors, Mayors, Members, and Chairpersons of County Councils effective on and from 1 July 2024 as per section 241 of the *Local Government Act 1993* are determined as follows:

Table 4: Fees for General Purpose and County Councils

General Purpose Councils – Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Principal CBD	31,640	46,420
Major CBD	21,120	39,100
Metropolitan Major	21,120	36,970
Metropolitan Large	21,120	34,820
Metropolitan Medium	15,830	29,550
Metropolitan Small	10,530	23,220

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Principal CBD	193,650	254,810
Major CBD	44,840	126,320
Metropolitan Major	44,840	114,300
Metropolitan Large	44,840	101,470

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Metropolitan Medium	33,630	78,480
Metropolitan Small	22,420	50,650

General Purpose Councils - Non-Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2025

Category	Minimum	Maximum
Major Regional City	21,120	36,690
Major Strategic Area	21,120	36,690
Regional Strategic Area	21,120	34,820
Regional Centre	15,830	27,860
Regional Rural	10,530	23,220
Rural Large	10,530	18,890
Rural	10,530	13,930

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Major Regional City	44,840	114,300
Major Strategic Area	44,840	114,300
Regional Strategic Area	44,840	101,470
Regional Centre	32,940	68,800
Regional Rural	22,420	50,680
Rural Large	16,820	40,530
Rural	11,210	30,390

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County Councils**Councillor/Member Annual Fee (\$) effective 1 July 2025**

Category	Minimum	Maximum
Water	2,090	11,620
Other	2,090	6,930

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2025

Category	Minimum	Maximum
Water	4,490	19,080
Other	4,490	12,670

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



Viv May PSM

Local Government Remuneration Tribunal

Dated: 17 April 2025

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Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

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

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

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

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Major CBD

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

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

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

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

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Metropolitan Major

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

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

Other features may include:

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

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

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Metropolitan Large

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

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

Other features may include:

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

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

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Metropolitan Medium

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

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

Other features may include:

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

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

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Metropolitan Small

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

Other features which distinguish them from other metropolitan councils include:

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

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

Major Regional City

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

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

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

Major Strategic Area

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

Other features may include:

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

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

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

Regional Strategic Area

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

Other features may include:

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

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

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

Regional Centre

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

Other features may include:

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

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

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

Regional Rural

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

Other features may include:

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

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

Rural Large

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

Other features may include:

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

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Rural

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

County Councils - Water

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

County Councils - Other

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

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8 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND ENVIRONMENTAL SERVICES

8.1 INFRASTRUCTURE & ENVIRONMENTAL SERVICES DIRECTORATE REPORT APRIL 2025

IP&R Linkage: **Goal:** Our infrastructure is well planned and maintained and will meet our needs now and, in the future

Strategy: Increase awareness of infrastructure responsibilities and costings

Author: Nathan Skelly, Director Infrastructure and Environmental Services

Authoriser: Nathan Skelly, Director Infrastructure and Environmental Services

File Number: G2025/0144

Annexures: Nil

RECOMMENDATION

That Council:

1. Receive and note the Infrastructure & Environmental Services Directorate report for the month of April 2025.

BACKGROUND

Liverpool Plains Shire Council ("Council") adopted its current organisation structure at its Ordinary Meeting held 03 February 2021 [res. 2021/6]. Council's current organisation structure comprises three Directorates, namely Executive Services, Corporate and Community Services and Infrastructure and Environmental Services.

The Infrastructure and Environmental Services Directorate comprises of four business units:

- Water Services
- Planning and Regulation
- Civil Infrastructure (Parks and Gardens, Roads, Waste)
- Property and Assets

This report provides a briefing on activities, services, programs, and projects progressed by the Infrastructure and Environmental Services Directorate.

ISSUES AND COMMENTARY

Major Projects	
Function	Briefing
Willow Tree Landfill	<ul style="list-style-type: none"> • Since the commencement of construction, a total of seven variations have been considered and approved, all linked to unsuitable material and the treatment and removal of same. These costs are within Council's contingency. • A redesign was completed to minimise the replacement of unsuitable material with extra fill to reduce costs, and gain landfill air space. This redesign resulted in an estimated additional 6,350m³ of air space for the landfill. • There is an equivalent saving in the volume of imported material to replace the unsuitable material, estimated at \$60/m³ totalling \$385,000 of costs avoided. Further to these savings, the material is suitable for daily cover usage during operation of the landfill, meaning there will be reduced imports of material over the life of the cell. • Council's insurance claim on the damaged geosynthetic clay line has been successful, with the full cost of the replacement being covered under insurance. • Monthly progress meetings are being held with the contractor, Synergy Resources. Weekly progress meetings are held between staff and GHD who are the contract manager on Council's behalf. • The grant funding under Resources for Regions Round 7 has been fully acquitted following the acceptance of a variation for works completed. • The grant funding under Resources for Regions Round 8 is milestone based and is now being claimed through the construction of the project. • This project is funded by Resources for Regions Round 8 and is expected to be completed October 2025
Longfield Oval Lighting Project	<ul style="list-style-type: none"> • Council continues to work on the energy upgrade, with goal posts being shifted by the designer or Essential Energy asking for more detail. • This project is funded by a grant from NSW Stronger Country Communities (Round 5).
Yarraman Creek Bridge	<ul style="list-style-type: none"> • The successful contractor has been notified and is coordinating with our project manager to schedule a meeting to discuss some design changes. • This project is funded through the NSW Governments Infrastructure Betterment Fund.

Quirindi Swinging Bridge	<ul style="list-style-type: none">• Consideration of tender is subject to a separate report.• This is funded through Disaster Recovery Funding Arrangements
Civil	
Unsealed Roads	<p>Maintenance grading on:</p> <ul style="list-style-type: none">• Inverkip Road - 8 KM• Roachs Road - 6.6 KM• Bundella Creek Road – 14.9 KM• Spains Lane - 4.4 KM• Rowntree Lane - 2.4 KM• Bells Gate Road - 2.3 KM• Coomoo Coomooo Creek - 7.9 KM• Lowes Creek Road - 15.5 KM• Swinging Ridge Road - 20 KM• Traills Road - 4.2 KM <p>Re-sheeting:</p> <ul style="list-style-type: none">• Bundella Road – 2.8 KM (Ongoing)

Sealed Roads	<ul style="list-style-type: none"> • Signs and guidepost- Various Locations • Reseal completed on Wallabadah Road and Coonabarabran Road • Blackville Road Rehab Stage 2 – 2 KM-Fixing Local Road Round 4- Completed • Blackville Road Rehab Stage 2– 2 KM-Fixing Local Road Round 4- project Completed- Rehabilitated 14 km Road. • Borah Creek Rehab Stage 2 - 1.5 KM- sealed • Borah Creek Rehab Stage 3- 1.5KM – Started. • Quirindi Kerb and Gutter • Werris Creek Drainage • Town Street Sweeping • Slashing- Various locations • Weed Spraying- Various locations. • Storm Damage and Road Closures • Signs and guidepost- Various Locations • Slashing- Various locations along Highway
Parks and Gardens	
Function	Briefing
Parks and Reserves	<ul style="list-style-type: none"> • Mowing and routine maintenance of parks and Council owned facilities • Showground preparations

Other public spaces	<ul style="list-style-type: none"> • Mowing of urban villages • Tree Trimming: <ul style="list-style-type: none"> ○ Quirindi streets and parks ○ Willow Tree area ○ Wallabadah area ○ Carroona area ○ Premer area • Football field line marking • Playground inspections • Grave digging – Quirindi and Werris Creek area • Cemetery Plaque installations – Quirindi and Currabubula • Playgrounds – soft fall added to, Bell Park, Rose Lee Park, King George V Park
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Property and Assets	
Function	Briefing
Property	<ul style="list-style-type: none"> Property staff are currently assisting governance staff in the production of Emergency Evacuation Diagrams for Council facilities to improve processes for staff and the community. A request for quotations to produce Annual Fire Safety Statements of Council facilities is currently being drafted and reviewed for release by staff. Work is commencing to make changes to keys/locks for improved facility security across the LGA. The refurbishment of the information signs located in the front gardens and header at the Willow Tree Visitor Information Centre has been completed by our Maintenance Officer. Assessment and the planning of water security at Currabubula Recreation Grounds has been underway and is being conducted to ensure that water is accessible for all areas of the grounds, which includes users, visitors and the RFS. Council is seeing massive water usage at this facility, and suspects there are people taking loads of water away.
Property Management	<ul style="list-style-type: none"> Staff are working on the review of Council lands available for lease/rent and will consult with local agents for advertisement of these availabilities. This does not include those properties identified as potentially surplus to requirements. Summerhill Lodge, Werris Creek currently has 3 vacant units. Council staff are working with PRD Liverpool Plains to fill these at the earliest possible convenience. Reviews of the Pest Control, AC Servicing and Property Management request for quotations will take place in the coming months with a view to re-advertising in the new year.
Audit	<ul style="list-style-type: none"> All interim audit requests have been provided to the Auditors as well as some follow up requests completed. Preparation by property and assets staff continues for the annual audit, in consultation with finance staff. Work has commenced on the capitalisation of assets by the assets staff in conjunction with relevant departments and finance.
Policies, Plans, Procedures and Strategies	<ul style="list-style-type: none"> The draft Asset Management Strategy has been completed. All Asset Management Plans have been reviewed and are drafted for 2025. The Fixed Asset Policy in is draft form and is to be reviewed by finance staff prior to completion. A review has been completed of the Cemetery Policy, which is now being assessed by staff who administer this area prior to finalisation. The Asbestos Policy and Asbestos Management Plan is currently being reviewed. Once complete this policy will also be reviewed by related areas for input.

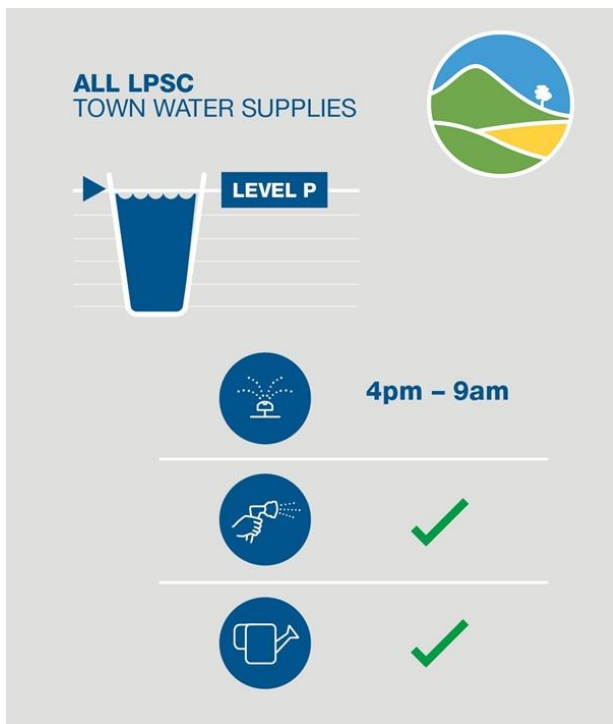
Asset Management	<ul style="list-style-type: none"> • Planning work continues for the 2025/2026 Transport revaluation. • The other assets revaluation has been completed. • Ongoing reviews of the asset register continue and the assessment of those assets nearing their end of life. • The development of an internal process to prioritise the replacement of assets in line with the assessment weightings within the asset management plans continues. This will ensure consistent forward planning in the capital budget area, allowing a clearer assessment of which expenditures will be a priority.
Crown Lands	<ul style="list-style-type: none"> • Property staff are currently reviewing a list of Aboriginal Land Claims received from Crown Lands that relate to land within the LGA. Recommendations will be drafted and reviewed by appropriate departments where applicable. • Discussions continue with Crown Lands regarding the remaining halls in the LGA that are currently held in Trust and the required process to finalise ownership and management issues.

Water Services	
Function	Briefing
Quipolly Dam and Old Quipolly Dam Safety Management	<ul style="list-style-type: none"> • Dam Emergency Plans: Revision progressing to incorporate latest flood modelling for both dams. Old Quipolly Dam plan commenced. Revised completion in June 2025 • Emergency Dewatering calculations finalising, incorporation into DEP commenced. • Automation control and monitoring function requirement review – continuing. Planned completion June 2025. • Surveillance monitoring review: workshop completed, outcomes being finalised. Planned completion June 2025 • Crack Monitoring Plan: draft submitted to Council. Investigation of proposed options is currently being undertaken. Planned completion June 2025
Water Main Replacement Program	<ul style="list-style-type: none"> • Site work to commence during May, commencing at Quirindi South Reservoir and moving to Whittaker Street Bridge and Warrah Ridge Road. • Project duration expected to be approximately 6 weeks depending on site conditions.
Quirindi Water Supply Automation Upgrade	<ul style="list-style-type: none"> • Site audit undertaken in January. • Workshop testing underway. • Site works planned to commence May 2025. • The project is expected to be completed in June 2025

Quirindi Waste-Water Pump Station 3 and 5 Upgrade	<ul style="list-style-type: none"> • Council has met with 2 contractors in February and March. • Council is continuing to work with these contractors to find a viable path forward. • The project will address reliability and safety issues with the aging equipment at these sites as well as implement remote monitoring and provide capacity for future growth
Blackville and Premer Bore Upgrades	<ul style="list-style-type: none"> • Design basis workshop held in March • Draft Options Assessment to be reviewed by Council staff and state government stakeholders during May. • Current works are grant funded under the NSW Governments Safe and Secure program. • Once complete this will form the basis for NSW Government funding to continue to the next phase. • Timing of the next step will depend on the process for further NSW Government funding.
Meter Reading	<ul style="list-style-type: none"> • Fourth quarter water meter reading has commenced in May.
Quirindi North Reservoir Power Supply	<ul style="list-style-type: none"> • Progress is being made with the designer and potential contractors to finalise the power connection to Quirindi North Reservoir. • The connection of power is forecast to occur in September 2025.
Water Services Control System Support Contract	<ul style="list-style-type: none"> • The current Telemetry and SCADA support Panel Contract 040-2022 will expire 30 June 2025 • Regional Procurement are assisting staff to procure a new Panel contract to continue to facilitate services for Water Services Control Systems.

Council maintains eight potable town water supply systems. These systems rely on a combination of ground and surface water sources which are susceptible to drought and changing water quality conditions. Water Services staff constantly monitor and adapt with the actions required to provide a continuous supply of quality drinking water as these changes occur.

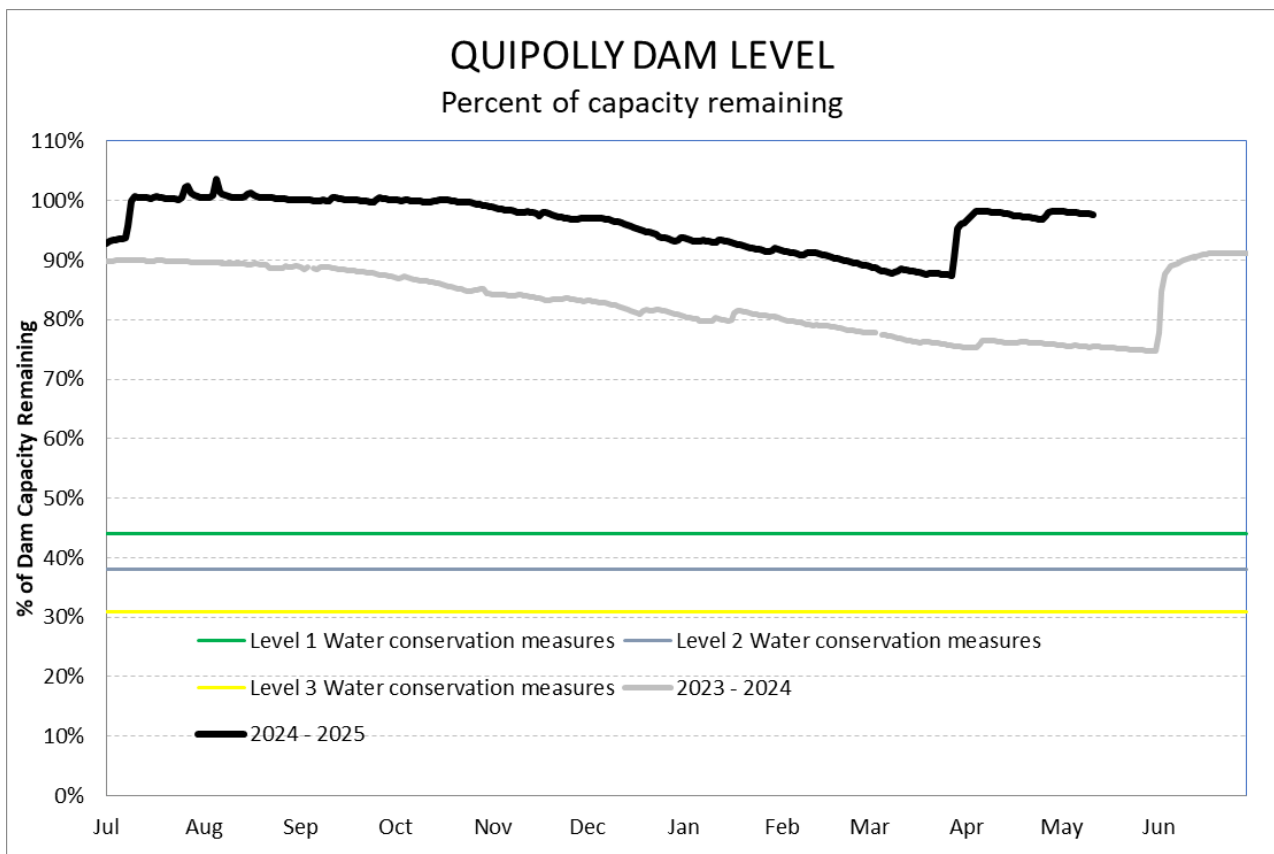
Water Quantity

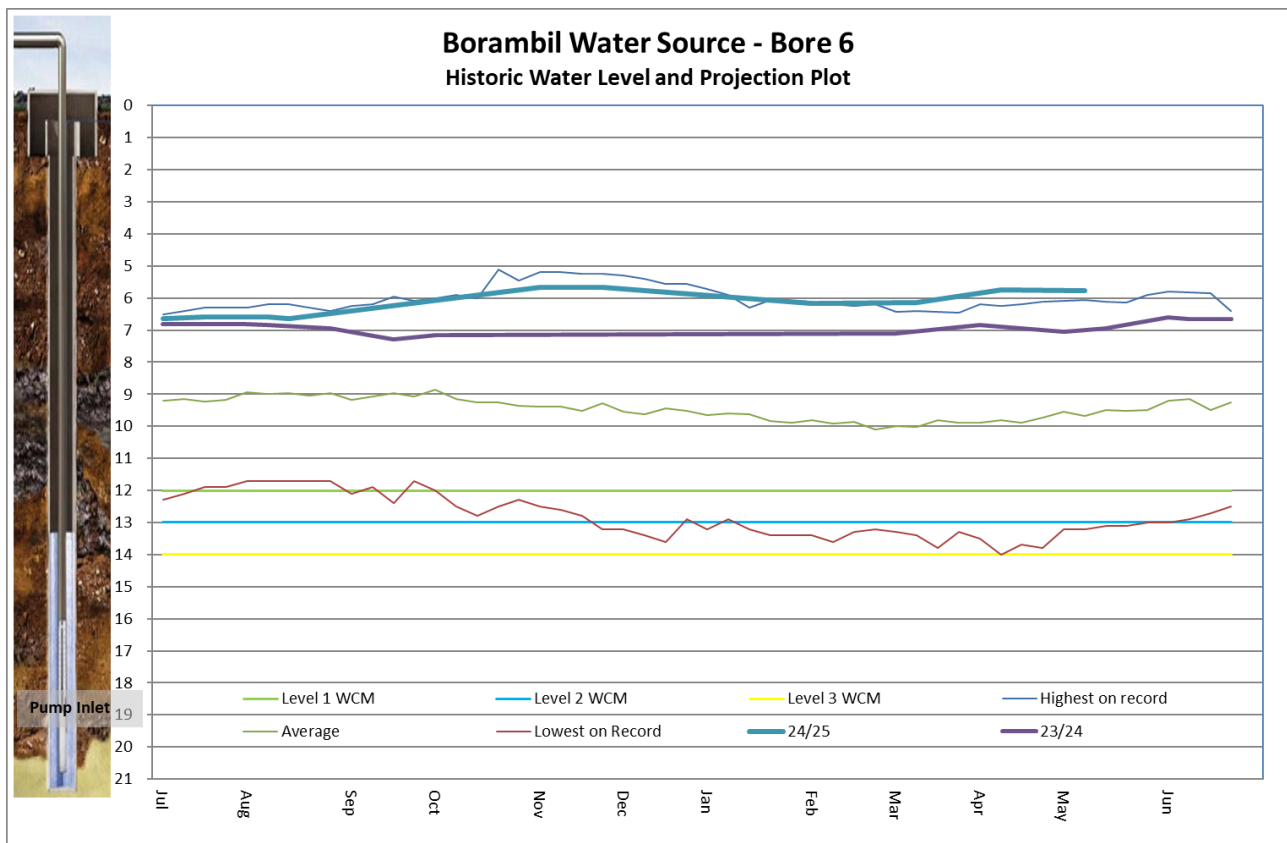


The climate outlook for the Liverpool Plains from the Bureau of Meteorology (BOM) is forecasting an average likelihood of exceeding median rainfall over the next 3 months to August 2025. Demand is therefore forecast to be average for Winter.

All potable water supplies within the Shire are currently on Level P Water Conservation Measures. This recommends that the use of sprinklers and other fixed surface watering systems is from 4pm to 9am AEST. Handheld hoses, buckets and watering cans can be used at any time except during the warmer parts of the day. Consumers are always encouraged through the Level P measures to follow common sense water use practices to help maintain a sustainable water supply.

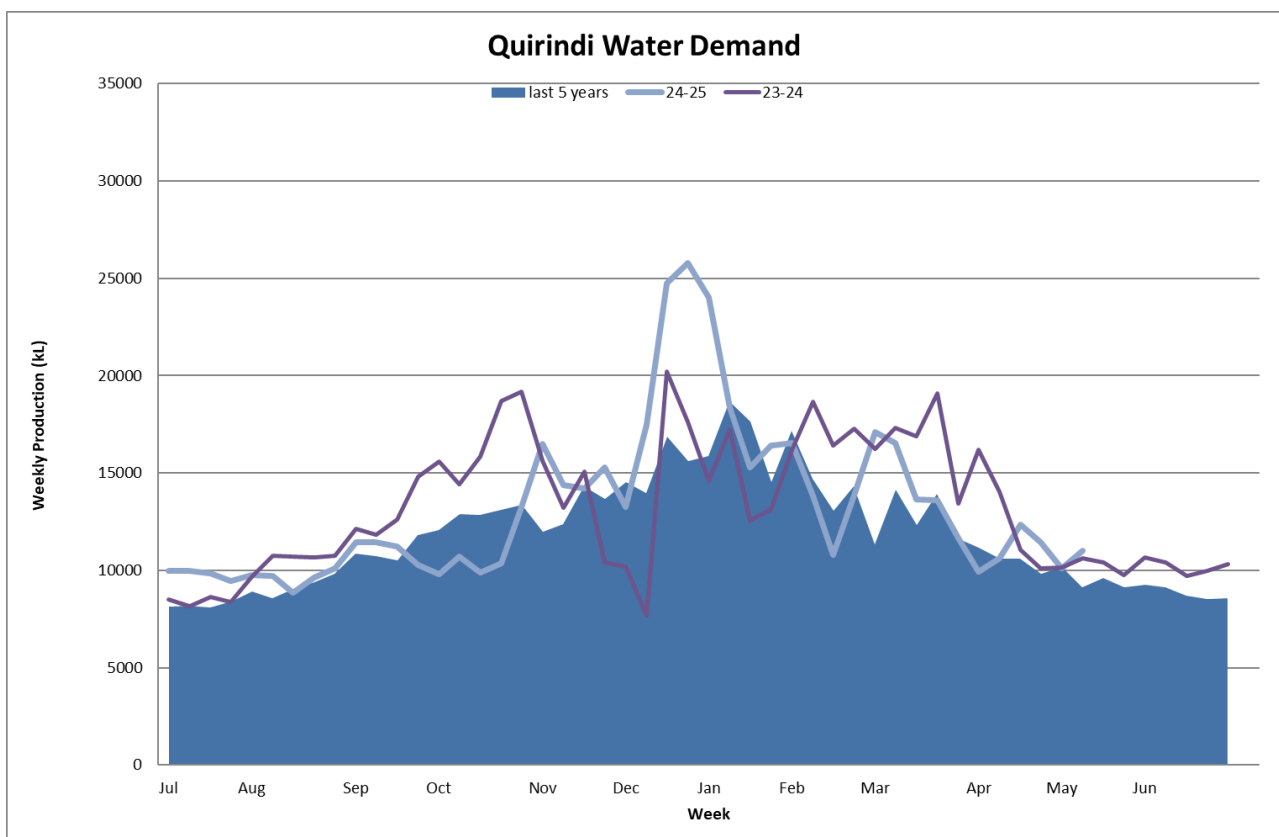
Major Water Source Summary

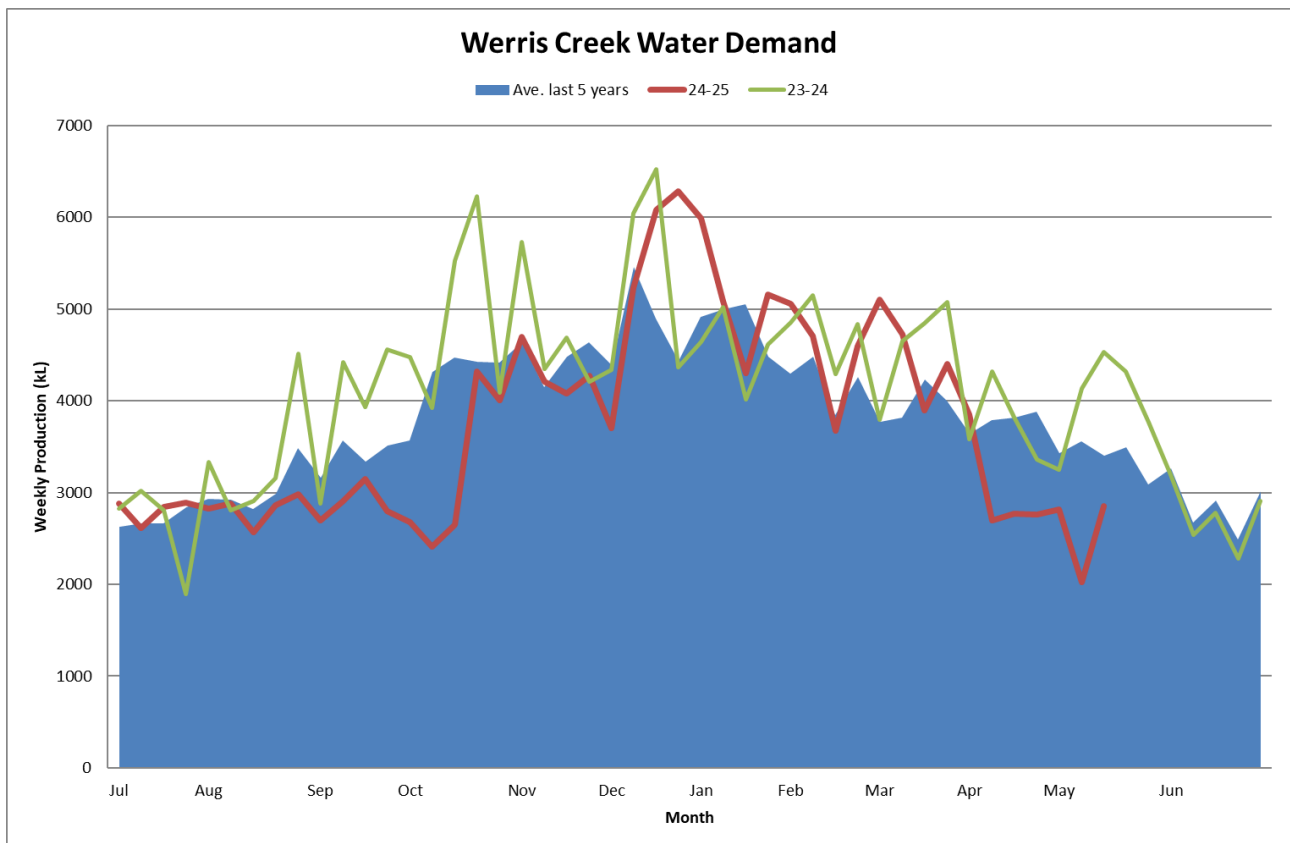




Quipolly Dam was at 98.2% at the end of April up 2.2% since the end of March. The groundwater level in the Borambil system has remained near capacity, increasing to a record for this time of year as result of late March rainfall.

Town Usage Trends





Demand dropped from above average at the beginning of April in response to rainfall and mild temperatures. Quirindi is trending slightly above the average for this time of year, while Werris Creek was well below average during April.

Villages Systems

The water source and usage trends in the villages were much the same as for the town systems.

Water Quality

Blue Green Algae (BGA) at Quipolly Dam

Drinking Water Alert: Very High Alert (increase)

Recreational Alert (Fishing): Red Alert (increase)

BGA has climbed into very high alert for drinking water and red alert for fishing. Operations staff will continue to respond in accordance with established response protocols when required.

Drinking Water Quality Events:

There were no water quality events reported to NSW Health since the last report to Council.

Environmental Services**Regulatory Approvals**

The following Development and Complying Development Applications were issued from the months of February 2025 until 30th April 2025.

These applications are advertised on Council's website in accordance with the provisions of Section 4.59 of the *Environmental Planning & Assessment Act 1979* and Sections 97 and 161 of the Regulation.

Development Applications – February 2025

Applic. No	Address	Land Title	Development	Determination
10.2024.112.1	2 Nicholl Avenue Quirindi	Lot 518 DP 841173	Verandah Roof Extension	Approved Under Delegation
10.2024.109.1	242 Nicholsons Lagoon Road Quipolly	Lot 191 DP 751017	Demolition of Existing Dwelling & Installation of a Manufactured Dwelling	Approved by Delegation
10.2024.107.1	5 Industrial Drive Quirindi	Lot 3 DP 1062050	Staged Development – 8 Storage Units	Approved Under Delegation
10.2024.61.1	281 Wallabadah Road Wallabadah	Lot 321 DP 751031 Lot 1 DP 522578	Boundary Adjustment & Clause 4.6 Variation	Withdrawn

Complying Development Applications – February 2025

Applic. No	Address	Land Title	Development	Determination
16.2024.17.1	10 Doyle Street Werris Creek	Lot 6 DP 258599	Alterations and Additions to a Dwelling	Council Certification

Development Applications – March 2025

Applic. No	Address	Land Title	Development	Determination
10.2024.110.1	1071 Wilmots Road Spring Ridge	Lot 5, 46 ,49, 54, 57, 166, 220, 221 & 241 DP 755518, Lot 2 & 10 DP 11456, Lot 1 DP 130340, Lot 1 & 2 DP 601002, Lot 561 DP 850487, Lot 40 DP 1126366, Lot 13 DP 1273210	Rural Consolidation of 17 Lots into 6 Lots	Approved Under Delegation
10.2024.100.1	25 Coach Street Wallabadah	Lot 13 DP 792237 Lot 14 DP 792237	Display Home (Manufactured Home)	Approved By Council
10.2024.102.1	33 Elizabeth Street Wallabadah	Lot 20 DP 1300150	Prefabricated Dwellings, a Display Home & Signage	Approved By Council

10.2024.79.1	382 Borah Creek Road Quirindi	Lot 134 DP 751009 Lot 130 DP 751009	5MW Solar Farm & Battery Energy Storage System	Approved by Northern Regional Planning Panel
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Complying Development Applications – March 2025

Nil

Development Applications – April 2025

Applic. No	Address	Land Title	Development	Determination
10.2024.107.2	5 Industrial Drive Quirindi	Lot 3 DP 1062050	Modification (remove condition 21) for 8 Sel Storage Units & Amenities	Approved Under Delegation
10.2025.5.1	17 Price Street Quirindi	Lot 45 DP 1129934	Dwelling & Rainwater Tank	Approved Under Delegation
10.2025.4.1	6 McLachlan Street Werris Creek	Lot D15 DP 35894	Double Garage	Withdrawn
10.2024.111.1	30 Eurunderee Road Quirindi	Lot 3 DP 1141415	Dwelling & Attached Garage	Approved Under Delegation
10.2025.3.1	845 4D Road Caroonna	Lot 174 DP 755520 Lot 1 DP 367400	Boundary Adjustment	Approved Under Delegation
10.2025.1.1	3 Pezzutos Road Colly Blue	Lot 3 Sec 2 DP 758267	Farm Shed	Approved Under Delegation
10.2023.12.3	86 Station Street Quirindi	Lot 57 DP 1305919	Modification – Change to Internal Layout	Approved Under Delegation
10.2025.2.1	152 Loder Street Quirindi	Lot 12 Sec 29 DP 758863	Dwelling	Rejected
10.2024.93.1	13 Ardglen Road Ardglen	Lot 4 Sec 12 DP 758027	Manufactured Dwelling	Rejected

Complying Development Applications – April 2025

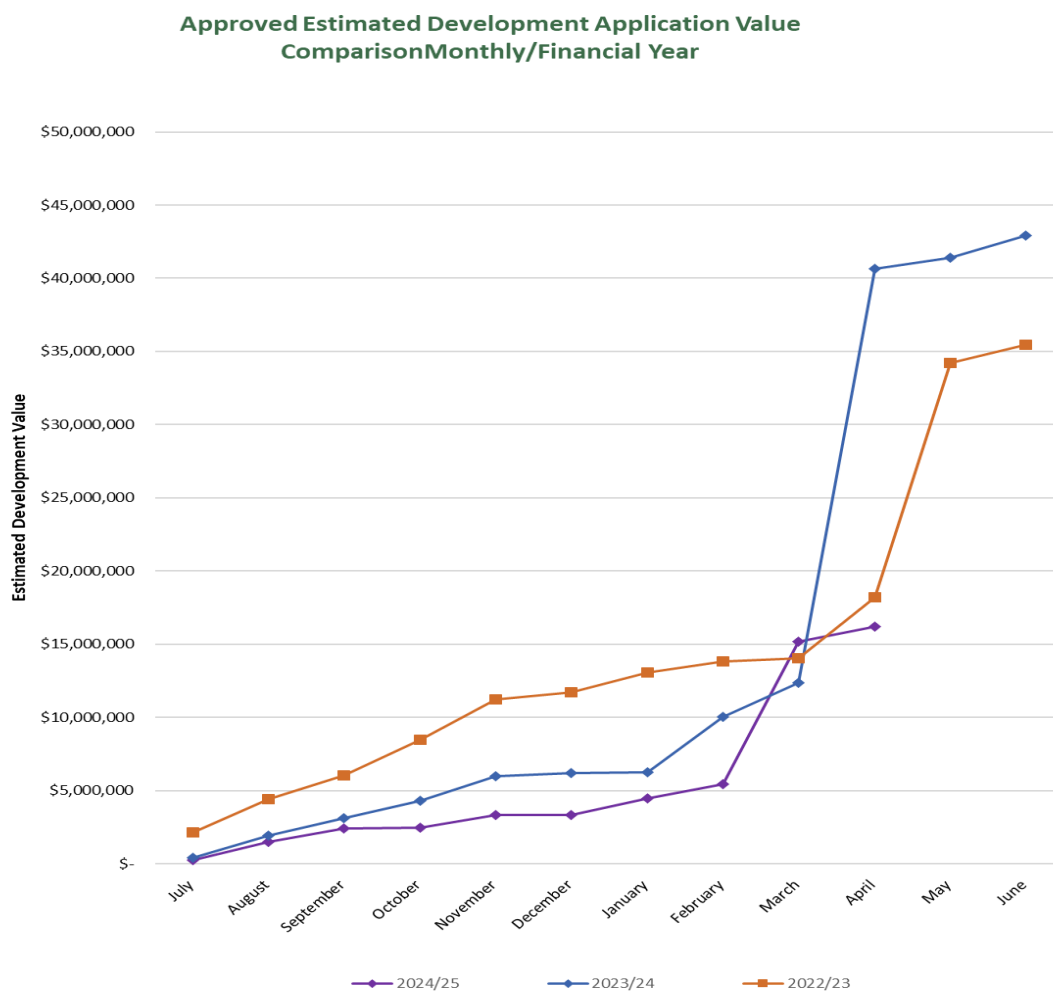
Applic. No	Address	Land Title	Development	Determination
16.2025.2.1	7 Britton Avenue Quirindi	Lot 151 DP 858033	New Shed	Council Certification

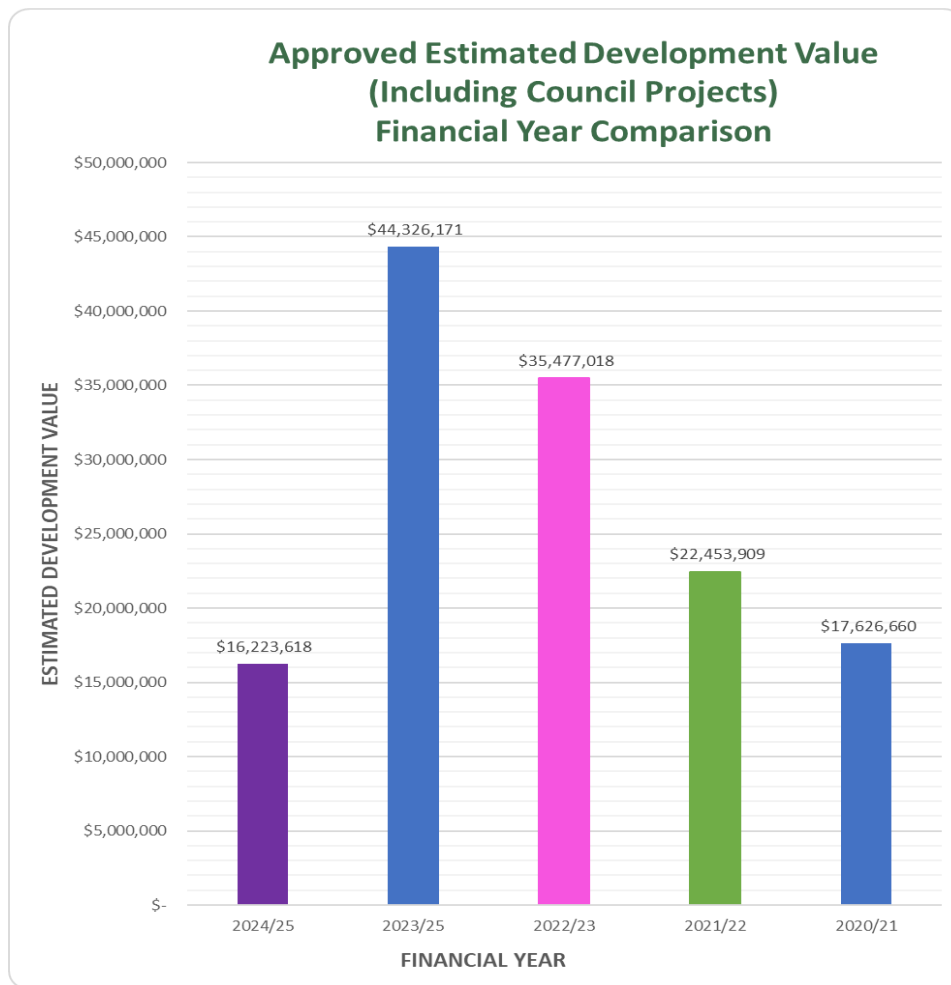
Estimated Approved Development Value

The following graphs show the estimated cost of development approved up until 30th April 2025. The data includes development and complying development approvals issued by Council or by way of private certification. The graph does not include any large infrastructure projects such as roads, bridges, rail, water and sewer scheme/improvements.

The data on the Development Application Approvals is presented in this graph is presented on the 2024-25 financial year, as we are currently in the later part of the year.

This graph represents all development work approved by private developers and Council work that does not require development consent.



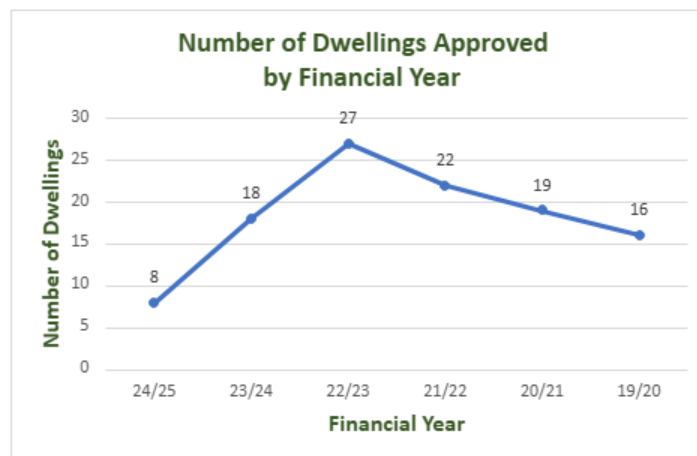


Application Processing Numbers

Below is a breakdown of the actual applications which have been fully completed by application type from 2021 up to 30th April 2025.

Application Type	2025	2024	2023	2022	2021
Development Applications	17	59	69	79	95
Complying Development Certificates	4	15	18	25	15
Construction Certificates	3	29	30	35	53
Section 68 Certificates	10	41	43	52	49
Occupation Certificates	10	32	35	19	28
Subdivision Certificates	1	4	3	7	7
Sub Total	45	180	198	217	247
Section 10.7	116	519	449	658	429
Sewer Plans	76	205	216	236	375
Swimming Pool	4	17	16	5	6
Notices & Orders	11	52	49	90	17
Building Certificates	2	3	7	3	3
Dwelling Entitlement	0	6	8	22	1
Sub Total	209	802	745	1014	831
Total	284	982	943	1231	1078

Dwelling Approval Numbers



The above graph illustrates the number of dwellings approved by financial year, from 2019/2020 through to the current financial year 2024/25. Approvals peaked in 2022/23 with 27 dwellings, followed by a gradual decline to just 8 approvals as of the current 2024/25. Notably, there was a consistent drop in approvals from the peak year, suggesting a cooling trend in dwelling development activity over the past two years.

Since the 2021/22 financial year, RU1 zoned properties have accounted for the highest number of dwelling approvals. This indicates a clear trend towards rural or large-lot residential development, potentially reflecting shifts in housing preferences.

Additionally, the current financial year (2024/25) has seen a notable reduction in the average dwelling development value, now at \$410,711, down from \$471,755 in 2023/24. This 13% decrease can be largely attributed to an increase in smaller and manufactured dwellings being lodged with council, which generally involve lower construction and planning costs compared to traditional housing developments.

LEGISLATIVE AND POLICY IMPLICATIONS

There are no legislative or policy implications for Council associated with this report.

FINANCIAL IMPLICATIONS

All works are undertaken within current budget allocations.

RISK IMPLICATIONS

Report is for Council information only.

COMMUNITY CONSULTATION

There are no community consultation requirements for Council associated with this report.

CONCLUSION

The above report is provided as information for Council.

8.2 DA 2024/101 - SHED - 5 GREENTREES CRESCENT, QUIRINDI

IP&R Linkage: **Goal:** We partner with State and Federal Government, the private sector and community organisations in the provision of facilities and services

Strategy: Meet all statutory requirements regarding development approval processes

Author: David Kitson, Manager Planning and Regulation

Authoriser: Cian Middleton, General Manager

File Number: G2025/0160

Annexures: A. Submission 1 [!\[\]\(e8fb589d58dad1692debababa5e928b6_img.jpg\)](#)
 B. Submission 2 [!\[\]\(e0595260a7e7840628d1fda6c7638537_img.jpg\)](#)
 C. Submission 3 [!\[\]\(60d8edacfd11f647d696eaa1554a5c33_img.jpg\)](#)
 D. Applicant's Explanation for Variation [!\[\]\(ba4a6cc65cb1148e6480e99435718fb2_img.jpg\)](#)

RECOMMENDATION

That Council:

1. Refuse this application for the following reasons:
 - (a) The proposal does not comply with the design requirements of the Liverpool Plains Development Control Plan for a shed on the subject land.
 - (b) The development is of an industrial scale that is unsuitable in the *R5-Large Lot Residential Zone*.

MANDATORY STATUTORY REQUIREMENTS

Councillors, applicants, persons making public submissions (written or verbal) and members of the public are advised of the following relevant procedural requirements;

1) Record (Division) of Voting

In accordance with Section 375A(3) of the *Local Government Act 1993*, a Division is required to be called whenever a motion for a planning decision is put at a meeting of the Council or a Council Committee.

A division under Section 375A(3) of the Act is required on this Planning Application.

2) Relevant Planning Application

In accordance with Section 10.4(4) of the *Environmental Planning and Assessment Act 1979*, a person who makes a relevant planning application to Council is required to disclose the following reportable political donations and gifts (if any) made by a person with a financial interest in the application within the period commencing 2 years before the application is made and ending when the application is determined:

- (a) all reportable political donations made to any local councillor of the Council;
- (b) all gifts made to any councillor or employee of the Council.

3) Relevant Public Submission

In accordance with Section 10.4(5) of the *Environmental Planning and Assessment Act 1979*, a person who makes a relevant public submission to Council in relation to a relevant planning application made to the Council is required to disclose the following reportable political donations and gifts (if any) made by the person making the submission or any associate of that person within the period commencing two years before the submission is made and ending when the submission is determined.

Disclosure of Reportable Political Donations and Gifts**a) Planning Applications**

Nil.

b) Public Submissions

Nil.

BACKGROUND

The details of this application are as follows:

Development Application No:	10.2024.101.1
NSW Planning Portal Reference:	PAN-479307
Applicant Name:	Mrs Ashlee Thompson
Land to be developed:	5 Greentrees Drive Quirindi
Title:	Lot 19 DP 1091735
Proposed Development:	Shed

The locality of the development site is illustrated in the following map together with 10m contours:



Reason referred to Council

The development is referred to Council for determination because:

- The size of the shed and the cumulative size of all outbuildings do not comply with the requirements of the *Liverpool Plains Development Control Plan 2012* (LPDCP 2012).
- The proposal was advertised in accordance with Council's Community Engagement Strategy/Community Participation Plan and three submissions were lodged objecting to it.

DETAILS OF DEVELOPMENT

Subject Site -The subject land is a rural residential lot with an area of 1.994 ha and a frontage of approximately 126m to Greetrees Drive.

A dwelling and an existing shed with an open sided extension is currently located on the site. The existing shed is approximately 8m x 10m and the extension is approximately 8m x 13m, with both sections have a total floorspace of 208m².

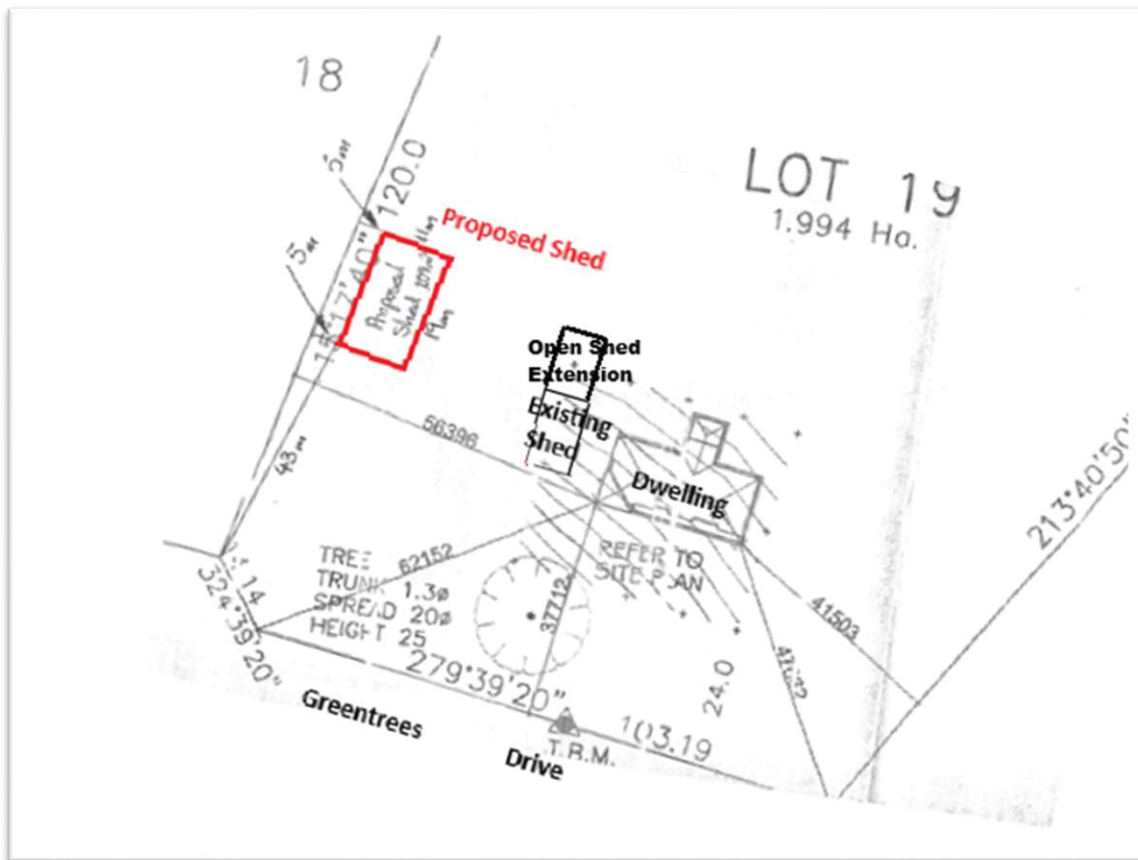
Proposed Development - The proposed shed has dimensions of 19m x 11m with a total floor space area of 209 m². The height of the proposed shed is 6.169m to the apex. It is likely that there will be an additional height associated with thickness of the slab. Earthworks have already been undertaken to development the pad which provides for some excavation at the western end and some fill at the eastern end. The shed has 4 bays that are accessed by roller doors that are 4m wide and 4.5m high.

The total floor area of the proposed shed plus the existing shed will be approximately 417m².

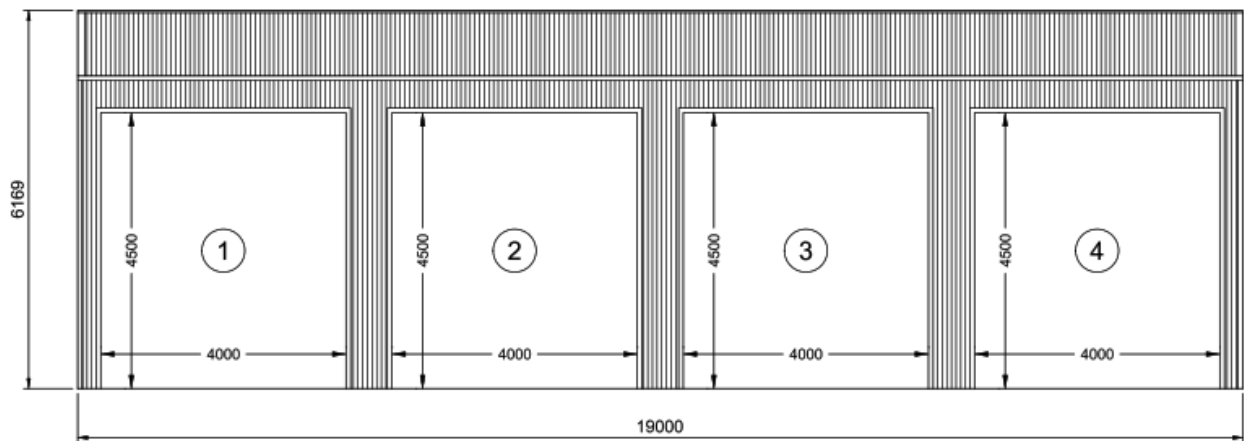
The proposed development is to be constructed of cream & slate grey Colourbond steel.

The shed is proposed to be setback 43m from the road frontage and 5m from the northern boundary.

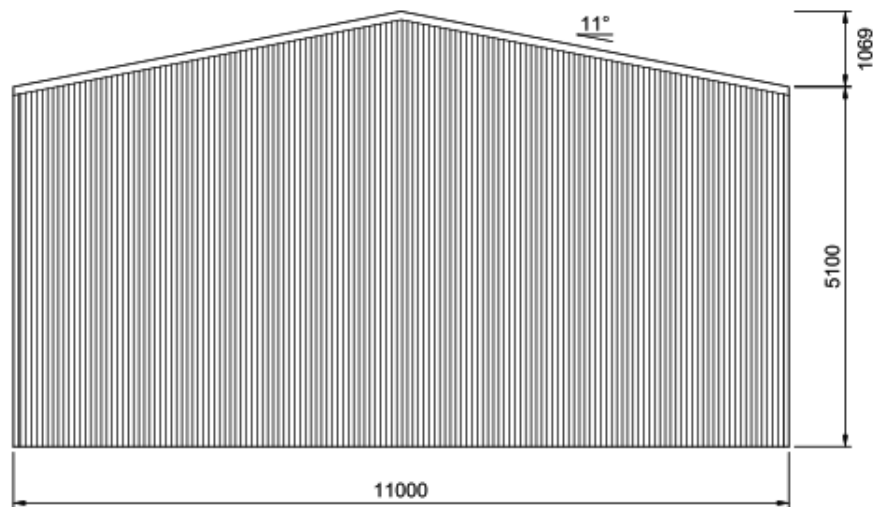
An extract of the plan and elevations is provided as follows:



Site Plan



1 RIGHT ELEVATION
2 SCALE: 1:100



4 FRONT ELEVATION
2 SCALE: 1:100 FRAME #1

ISSUES AND COMMENTARY**PLANNING ASSESSMENT – MATTERS FOR CONSIDERATION**

Development applications are required to assess against the requirements of section 4.15 of the *Environmental Planning and Assessment Act 1979*.

The following assessment is provided against the heads of consideration under Section 4.15.

Environmental Planning Instruments [S4.15(1)(a)(i)]

The subject land is zoned R5 Large Lot Residential, pursuant to the provisions of the Liverpool Plains Local Environmental Plan 2011.

Zone Objectives –The zone objectives of the R5 – Large Lot Residential zone are:

- *To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.*
- *To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.*
- *To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*

Sheds are generally considered to be a part of the rural landscape.

Definition of development - The development is an ancillary development to the residential use of the land, as distinct from a farm building, which is a prohibited use in the R5 zone.

Permissibility of development - The proposed development is permissible as an ancillary development to the residential use of the land.

Draft Environmental Planning Instruments [S4.15(1)(a)(ii)]

No draft environmental planning instruments are applicable to the proposed development.

Development Control Plans [S4.15(1)(a)(iii)]

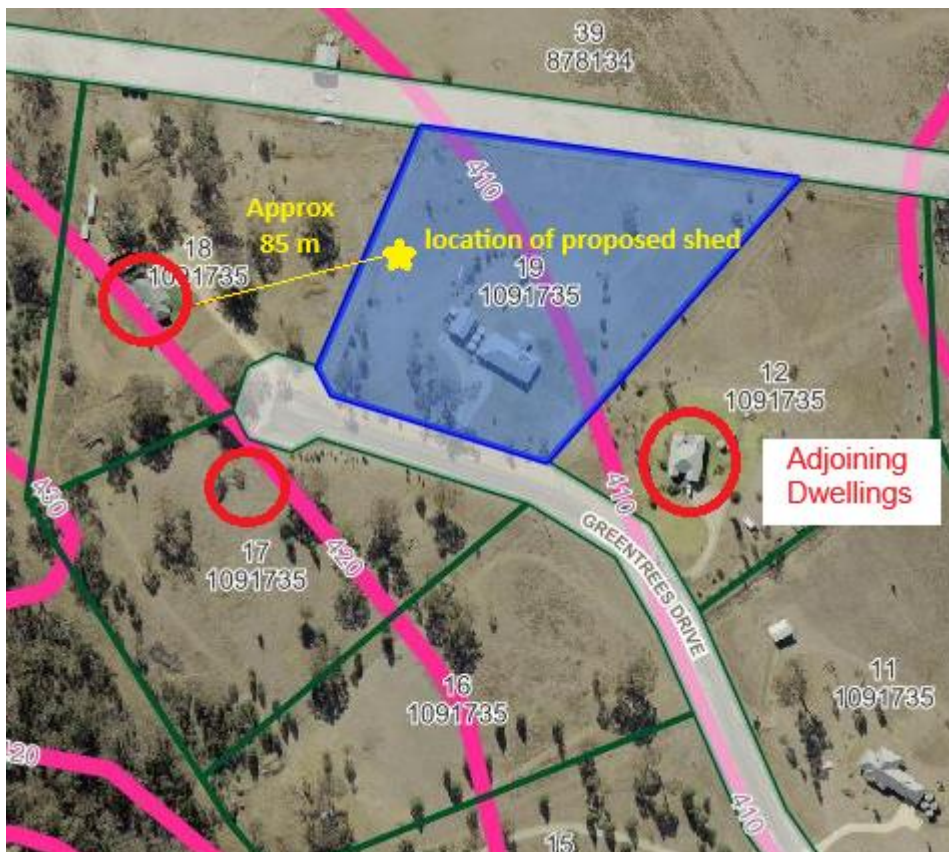
The Liverpool Plains Local Environmental Plan 2012 (DCP) provide specifications and standards for development. The proposal does not comply with the development standards in the following respects:

Standard	Requirement	Proposed
Maximum Height	5 m	6.17m
Maximum size of all Outbuildings	120m ² for R5 lot less than 2 ha (site is 1.994 ha) Note: 180m ² for R5 Lot >2ha<40	417m ² comprising proposed 209m ² shed plus existing 208m ² shed & open walled extension.
Side Boundary Setback	10m	5m

Height

The maximum height under the DCP is 5m and the proposed shed is 6.169m, plus possibly the height of the slab. The height above ground level will likely be lower at the southern end due to excavations works (possible undertaken as exempt development) undertake prior to approval. While this is only a relatively small departure, there is a question as to why such a high building is required to store personal goods. The shed has 4 bays that are accessed by roller doors that are 4m wide and 4.5m high. This makes the shed of an industrial scale, as it can accommodate the 4.3m height of a maximum articulated truck.

While there have been objections regarding the structure based on the impact of views for dwellings, the location of the shed is at a considerably lower level than the dwellings to the south and west, and the shed would be unlikely to impede distant rural views. It is likely that the apex of the proposed shed would be close to or below the ground level of these adjoining dwellings. The proposed shed would present as having considerable bulk when viewed from the dwelling to the west, which is lightly lower than the dwelling to the south and would be viewing the 19m wall at an angle of 45 Degrees. The dwelling to the south is much higher and would be viewing the end of the shed. The proposed shed is unlikely to be visible from the adjoining dwelling to the east due to the intervening dwelling and vegetation.



Shed Size

The existing shed and the open wall extension exceeds the maximum floor space under the current DCP.

The proposed development would result in the area of outbuildings exceeding the DCP requirement by close to 3.5 times. If the lot was 2 ha instead of 1.994 ha, the total area of outbuilding permitted under the DCP would be 180m², instead of the 120m² for a lot less than 2 ha. If this concession was given, the outbuilding would still be 2.3 times the area permitted. This assessment does not include the storage area of the 2 containers located on the property.

It is notable that the cost of sheds has come down in price over the years on a per square metre basis and this prompted people to pursue larger sheds. Council has accepted a number of proposals in recent years where the shed size exceeded the DCP maximum, especially in the general rural areas, and there is probably a case for considering an increase in DCP outbuilding maximums. It is considered that there is a case for permitting a shed in the proposed position, except on a smaller scale.

Setback

The proposed reduction in the side boundary setback from 10m to 5m is unlikely to have any significant impact given the distance of the existing dwellings to the proposed shed, which is at least 80m in the case of the 2 closest adjoining dwellings.

The potential advantage of requiring the 10m setback is to allow for landscaping in the form of a row of trees to “hide” the shed within the applicant’s property. But equally the adjoining owners also have this ability to provide a vegetation buffer.

Applicant Justification for DCP variations

The applicant has indicated that the proposed shed is for the storage of vehicles, machines and agricultural attachments, specifying the following:

- 2 x Landcruiser’s (heights of 2.6m and 2.4m – do not fit in normal house garage)
- 1 x 10ft caravan
- 1 x 5Tonne Bobcat
- Attachments (rock hammer, augers, 4 in 1 bucket, forks, scarifier, platform)

A site inspection disclosed that some of these items are already stored undercover in the existing shed or its roofed extension. A further 2 containers may also be used for storage of some of these items.

The applicant has been invited to submit an amended plan for a smaller shed with a lower height on the same site, which has not been taken up. It is apparent that the applicant wishes to pursue the existing proposal, as they have already purchased the shed components that are currently sitting on the site.

The Suitability of the Site for the Development [S4.15(1)(c)]

PHYSICAL SUITABILITY – THE LAND ON WHICH THE SHED IS PROPOSED HAS A SLIGHT SLOPE, FLOOD FREE AND SUITABLE FOR THE ESTABLISHMENT OF A BUILDING. EARTHWORKS HAVE ALREADY BEEN UNDERTAKEN TO PROVIDE A LEVEL PAD FOR THE PROPOSED SHED.
LEGISLATIVE AND POLICY IMPLICATIONS

The processing and the assessment of the application has considered:

- *Liverpool Plains Local Environmental Plan 2011,*
- *Liverpool Plains Development Control Plan 2012,*
- *Community Engagement & Participation Plan 2019,*

FINANCIAL IMPLICATIONS

There are no direct financial implications for Council.

RISK IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Details of community consultation are outlined are required under the Section 4.15(1)(d) of the EP&A Act as follows:

Adjoining and adjacent neighbours were notified by letter of the proposed development and given the opportunity to make a submission for a period of fourteen (14) days from 20 December 2024 to 5 December 2024 in accordance with the provisions of Council's adopted *Community Engagement and Participation Plan 2024*.

Three submissions were lodged during the community consultation period. The submissions in redacted form (personal details removed) are attached.

The three submissions object to the proposal on several grounds, including:

- The structure is excessively high and large
- It will impact on rural views from existing residences.
- The shed will be used by the residents for business use. In this regard it is claimed that the current owner runs an auto electrical and air conditioning business which has resulted in traffic to and from the property.

Response by Applicant

The applicant has provided a separate response to each submission, in which the applicant:

- Confirms that the business that is being run from the property by the owner is a mobile field service.
- Reiterates that the proposed shed is for the storage of personal vehicles, machinery, caravan, bobcat and attachments all of which are currently exposed to the weather. Photos of some of these items have been provided.

The applicant does not directly address the assertion that the shed will impact on the rural views of some neighbours.

Existing Business Use

A "*home occupation*" can operate without consent on land in the *R5 Large Lot Residential* zone under the Liverpool Plains LEP. For a business to operate as a "*home occupation*", it must fall strictly within the ambit of the following definition.

home occupation means an occupation that is carried on in a dwelling, or in a building ancillary to a dwelling, by one or more permanent residents of the dwelling and that does not involve—

- (a) the employment of persons other than those residents, or
- (b) interference with the amenity of the neighbourhood by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, traffic generation or otherwise,
or

- (c) the display of goods, whether in a window or otherwise, or
 - (d) the exhibition of any signage (other than a business identification sign), or
 - (e) the sale of items (whether goods or materials), or the exposure or offer for sale of items, by retail,
- but does not include bed and breakfast accommodation, home occupation (sex services) or sex services premises.

It is understood from the submissions that the owners of the subject site operate *Three Crows Contracting Auto Electrical & Air Conditioning* business from their property, which involves vehicles, including trucks, being repaired on-site. The applicant asserts that the business is a mobile field service. It is considered that a mobile field service can be operated from the site as a “*home occupation*” where it does not involve the generation of additional business traffic and the provision of services on-site.

Where the business cannot operate strictly within the ambit of the “*home occupation*” definition it would then be classified as a “*vehicle repair station*”, which is defined as:

vehicle repair station means a building or place used for the purpose of carrying out repairs to, or the selling and fitting of accessories to, vehicles or agricultural machinery, but does not include a vehicle body repair workshop or vehicle sales or hire premises.

A “*vehicle repair stations*” is prohibited in the *R5 Large Lot Residential Zone*.

CONCLUSION

It is considered that insufficient justification for the DCP variations have been provided.

There appears to be no reason why the height of the shed needs to exceed the maximum 5 metre DCP height for a shed associated with domestic storage and it is considered that style of shed is of an industrial scale that is incompatible with the rural residential nature of the vicinity. While there have been objections regarding the structure based on the impact of views for dwellings, the location of the shed is at a considerably lower level than the dwellings to the north and east and the shed is unlikely to impede distant rural views, although it would present as a bulky structure in the foreground.

In the circumstances, it is recommended that the proposed shed be refused.

24 November 2024

David Kitson
Liverpool Plains Shire Council
60 Station Street
QUIRINDI NSW 2343

Dear David

I am writing to voice my concerns re the below proposed development:

Proposed Development:	Construction of a shed –Variation to Council DCP
Property:	Lot: 19 DP: 1091735–5 Greentrees Drive QUIRINDI NSW 2343
Applicant:	Mrs AF Thompson
Application Number:	10.2024.101.1
Consent Authority:	Liverpool Plains Shire Council

Firstly I would like to think that Council has adopted their DCP in the best interest of all residents within our Shire and, as a rate payer, I am extremely concerned that such massive variations are even being considered.

I strongly object to the proposed variations to the DCP. My objections are as follows:

Variation 1.

1. The excessive size of the structure – Normal accepted height of sheds for R5 Large Residential Zoning in NSW is 3 Mtrs high and Council DCP is 120 m2.
2. The affect that the proposed structure would have on the aesthetic outlook of my property, impeding my current view. (I have attached photos of my current outlook for your perusal.)
3. The proposed structure defeats the overall purpose of the whole subdivision which is for semi-rural living.

Variation 2.

1. I am not in acceptance of the 5 Mtr setback [REDACTED] especially when the DCP states minimum of 10 Mtrs.
2. The proposed structure will also devalue the market value of my property with it being so large [REDACTED] along with impeding my current view.
3. The Applicant has 1.994 Ha of land on which this structure could be placed with minimal disruption to other residents and ratepayers.

I am also extremely concerned that the applicant has previously prepared what looks like a building pad on the proposed location of the structure prior to this notification reaching me.

I would like to voice the above concerns as a fellow ratepayer within our Shire and I sincerely hope that Council will seriously consider them prior to approval of this proposed development.

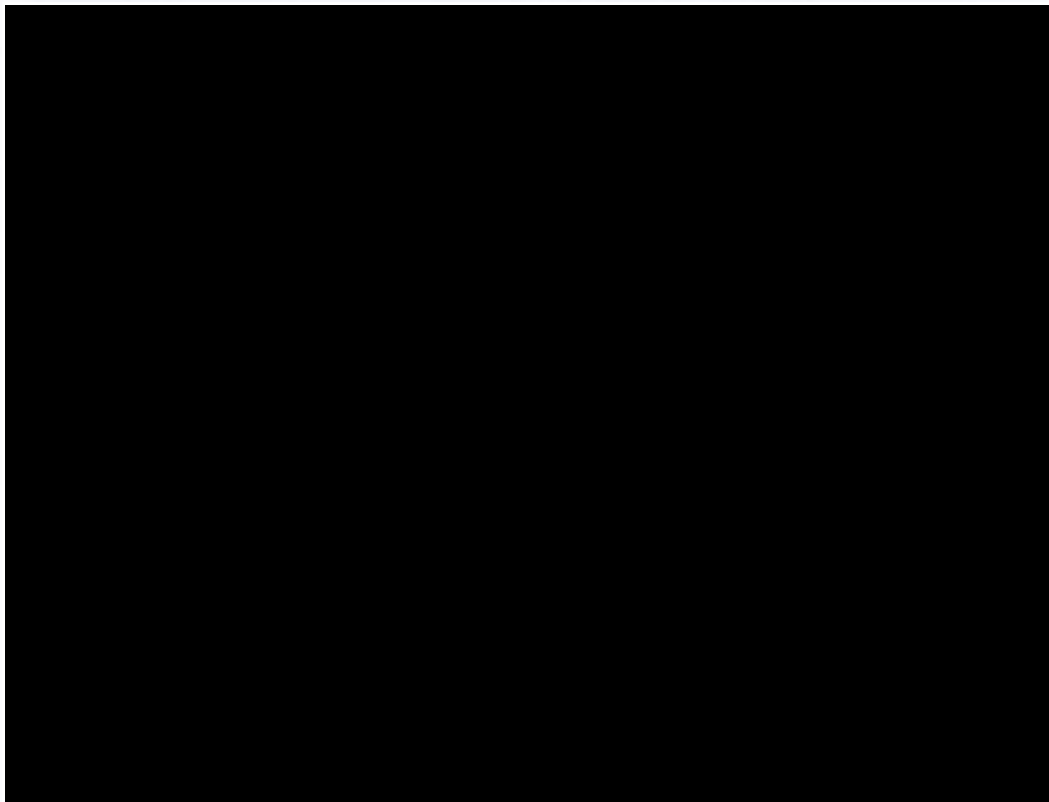
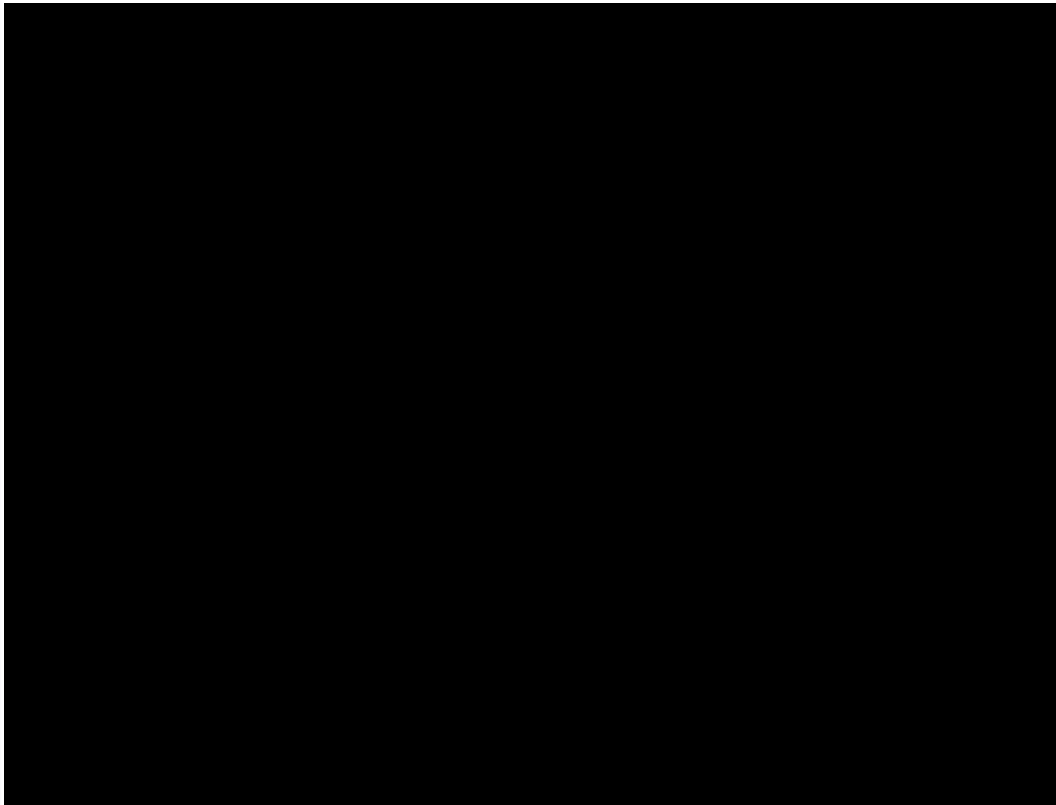
In closing I would like to declare that I have not made any political donations or gifts to a Councillor or Council employee in the preceding 2 year period or ever.

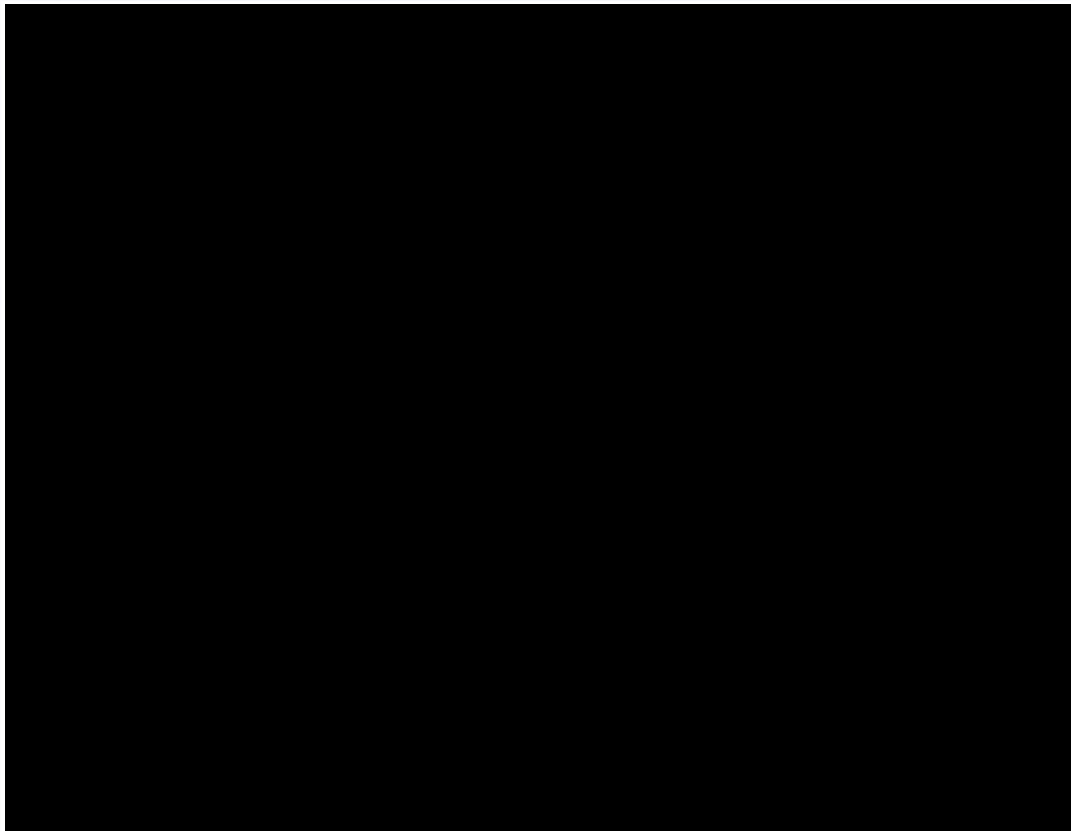
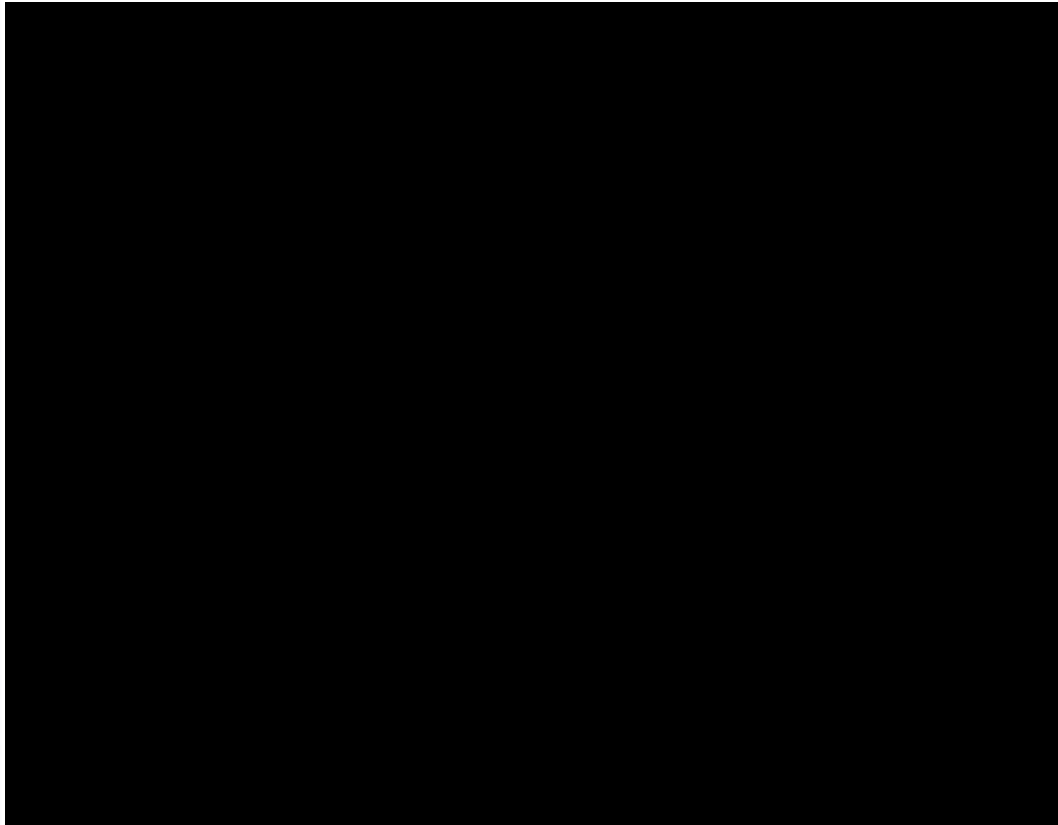
I would also like to have any information that may identify me to be withheld from the public or applicant as [REDACTED]

If you have any queries pertaining to this matter please do not hesitate to contact me on the below number.

[REDACTED]

Current View from









PRIVATE & CONFIDENTIAL

26th November 2024

Liverpool Plains shire council

Response to Proposed Development of Adjoining Land

Proposed development	Construction of shed-variation to Council DCP
Property	Lot: 19 DP: 1091735, 5 Greentrees Dr, Quirindi
Application number	10.2024. 101. 1

We have received notification of the proposed development of the above-mentioned property, being for an excessively large shed of 209m² for storage of vehicles, land management equipment & household items. Additional request has been made to alter the set back from the boundary from 10m to 5m.

The purpose of the shed has been listed for general use, however the owners of the listed property currently run the business Three Crows Contracting Auto Electrical & Air Conditioning from the residential property, this has shown a rather large increase of heavy vehicles & traffic coming & going from the property 7 days a week & at all hour's day & night. The increase of people looking for the property has become disruptive as they attend neighbouring properties looking for the business services, this entails heavy vehicles entering the incorrect address & being redirected.

The erection of the shed would be used for business use, restrictions on the use of land for the estate when the subdivision was completed, are as below

Part 2 J) No noxious, noisome or offensive occupation, trade, business, manufacture or home industry may be conducted or carried out on any Lot. (attached document)

& I also believe that the Zone R5 development control table for large residential blocks prohibits vehicle repair stations. (attached document)

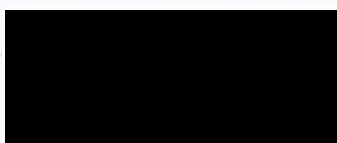
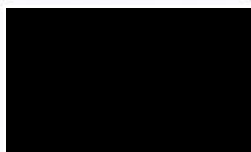
I do believe earth works have been completed in preparation for the erection the structure as the shed materials are already delivered & awaiting construction by owners of the property.

Again, while the variation has been made for the structure relates to general use, It is very clear that the owners are running their heavy vehicle repair business from their residential address & this structure would provide a workshop to continue to complete such works moving forward.

Therefore, [REDACTED] we oppose the variation requests & suggest a downsize of suggested structure or relocation of the business being conducted at the above-mentioned address to a more suitable industrial space.

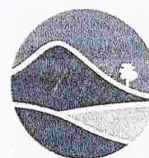
Please advise next steps in the application process to the variation request.

Kind Regards,



Please keep all personal details and information confidential & withhold from the public

Ref: Number: 10.2024.101.1
Contact: David Kitson
Phone: 02 6746 1755



**Liverpool
Plains**
Shire Council

20th November 2024

Proposed Development on Adjoining Land

Council is in receipt of an application for the abovementioned property.

As an adjoining owner, Council provides you with an opportunity to raise any concerns you may have about the proposal prior to its determination.

The proposal involves two variations to *Liverpool Plains Shire Council Development Control Plan* (DCP), these are as followed:

1. Variation to the maximum size of a shed on R5 – Large Lot Residential zoning. The maximum size permitted under the DCP for land less than 2ha is 120m². The applicant has proposed a shed with an area of 209m².
2. Variation to the minimum side/rear setback on R5 – Large Lot Residential zoning. The minimum setback for on land less than 2ha under the DCP is 10m. The applicant has proposed a rear setback of 5m.

Where no submission is received by the **5th December 2024** it will be assumed that you have no concerns in relation to the proposal.

A copy of the site plan and the building plan are attached for your convenience to enable you to understand the scope of the proposal. Should you require any further information regarding the application please contact Council.

Notes Regarding Submissions

Submissions are NOT kept confidential. Council releases submissions when a request is made in accordance with privacy laws and the relevant provisions under the *Government Information (Public Access) Act 2009*. When a submission is released by law, Council routinely withholds contact numbers, email addresses and signatures. Should you wish for all personal details or any information that may identify you to be withheld from the public, please advise Council of this in your submission.

Should you intend to make a submission to Council your attention is drawn to your statutory obligations under the *Environmental Planning and Assessment Act 1979* regarding disclosure of political donations and gifts. You are required to complete a Gifts and Benefits Declaration if you or an associate made any political donations or gifts to a Councillor or Council employee during the two (2) years prior to the submission.

Liverpool Plains Shire Council
ABN 97 810 717 370

60 Station Street
(PO Box 152)
Quirindi NSW 2343

T(02) 6746 1755
council@liverpoolplains.nsw.gov.au
liverpoolplains.nsw.gov.au

ZONING DEVELOPMENT CONTROL TABLE

Liverpool Plains Local Environmental Plan 2011

Zone R5 Large Lot Residential

1 Objectives of zone

To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.

To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.

To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.

To minimise conflict between land uses within this zone and land uses within adjoining zones.

2 Permitted without consent

Building identification signs; Environmental protection works; Home-based child care; Home occupations; Roads; Water reticulation systems

3 Permitted with consent

Backpackers accommodation; Bed and breakfast accommodation; Dwelling houses; Extensive agriculture; Home industries; Sewage reticulation systems; Any other development not specified in item 2 or 4

4 Prohibited

Advertising structures; Agriculture; Air transport facilities; Airstrips; Amusement centres; Animal boarding or training establishments; Boarding houses; Boat building and repair facilities; Boat launching ramps; Boat sheds; Camping grounds; Car parks; Caravan parks; Cemeteries; Charter and tourism facilities; Child care centres; Commercial premises; Community facilities; Correctional centres; Crematoria; Depots; Eco-tourist facilities; Electricity generating works; Emergency services facilities; Entertainment facilities; Environmental facilities; Exhibition homes; Exhibition villages; Farm buildings; Forestry; Freight transport facilities; Function centres; Heavy industrial storage establishments; Holtpads; Highway service centres; Home occupations (sex services); Hostels; Industrial retail outlets; Industrial training facilities; Industries; Information and education facilities; Jetties; Marinas; Mooring pens; Moorings; Mortuaries; Multi dwelling housing; Passenger transport facilities; Places of public worship; Pub Mo administration buildings; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Registered clubs; Research stations; Residential flat buildings; Resource recovery facilities; Respite day care centres; Restricted premises; Rural industries; Rural workers' dwellings; Service stations; Sewerage systems; Sex services premises; Shop top housing; Storage premises; Tourist and visitor accommodation; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Veterinary hospitals; Warehouse or distribution centres; Waste disposal facilities; Water recreation structures; Water storage facilities; Wharf or boating facilities; Wholesale supplies

Reg:R395070 /Doc:DP 1091735 B /Rev:22-Dec-2005 /Sta:SC OK /Pg:ALL /Pnt:21-Mar-2017 11:34 /Seq:1 of 1
Ref:23949 /Sta:M

**INSTRUMENT SETTING OUT THE TERMS OF EASEMENTS AND RESTRICTIONS ON THE USE OF LAND
INTENDED TO BE CREATED PURSUANT TO SECTION 88B OF THE CONVEYANCING ACT, 1919**

Sheet 1 of 4 Sheets

DP1091735

Subdivision of Lot 38 in Deposited Plan 878134 and Lot 1 in
Deposited Plan 1076337
Covered by Subdivision in Certificate No. 18 of 2005

Full name and address of the Proprietors of the
land comprising Lot 38 in Deposited Plan 878134
and Lot 1 in Deposited Plan 1076337



Full name and address of the Mortgagor of the
land comprising Lot 38 in Deposited Plan
878134

National Australia Bank Limited of 400 Peel Street,
Tamworth NSW 2340

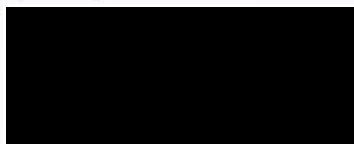
Full name and address of the proprietor of the
land comprising Lot 2 in Deposited Plan
835207



PART I

SCHEDULE OF LOTS AFFECTED

Number of Items shown in the intention panel on the Plan	Identity of the Restriction to be created and referred to in the Plan	Lots Burdened	Lots Benefitted Prescribed Authority
1	Restrictions on the use of Land	Each Lot	Every other Lot
2	Right of Carriageway 10 wide	Lot 10	Lot 2 in Deposited Plan 835207
3	Easement to Drain Water 10 wide	Lot 1	Lots 11, 12, 15, 16, 17, 18, 19 and Liverpool Plains Shire Council
		Lot 12	Lots 11, 15, 16, 17, 18, 19 and Liverpool Plains Shire Council
		Lot 3	Lots 4, 5, 6, 7, 8, 9, 10, 13 and Liverpool Plains Shire Council
		Lot 6	Lots 5, 7, 8, 9, 10, 13 and Liverpool Plains Shire Council
4	Easement to Drain Water Variable Width	Lot 2	Lots 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 14, 15 and Liverpool Plains Shire Council



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1949 /Scgm

Sheet 2 of 4 Sheets

Plan

DP1091735

Subdivision of Lot 38 in Deposited Plan 878134 and Lot 1
in Deposited Plan 1076337
Covered by Subdivision in Certificate No. 18 of 2005

PART 2

1 Terms of Restrictions on the use of Land Firstly referred to in the above plan:-

- a) No main building may be erected or used otherwise than as a dwelling provided that this restriction will not prevent the use of part of any such building by a Medical Practitioner or Dentist in the practice of his or her profession.
- b) No main building may be erected on any Lot burdened which has external walls of materials other than brick, brick veneer, concrete, stone or stone finished material, glass or timber or any combination of such materials.
- c) No main building may be erected or permitted to remain on any Lot burdened having roof of corrugated or ribbed fibre cement or fibreglass or tin, iron or steel or any other materials of a similar nature or appearance provided that a roof of tin, iron or steel may be used if it is of a permanent colour other than silver or galvanising or similar colour. This clause will not apply to any roof constructed at a pitch of less than 5%.
- d) No garage or outbuilding may be erected or permitted to remain on any Lot burdened except until or concurrently with or after the erection of any main dwelling.
- e) No shed or outbuilding may be constructed or erected on the land other than with new materials.
- f) No fence may be erected on any Lot burdened without the prior written consent of [REDACTED]
[REDACTED] Consent will not be withheld if such fence is erected without expense to David [REDACTED]
[REDACTED] This covenant in regard to fencing will be binding on the registered proprietors of the Lot burdened their executors, administrators and assigns only during the ownership of adjoining land by [REDACTED] their successors or assigns other than purchasers on sale.
- g) No earth, stone, gravel or trees, other than regrowth suckers, may be removed or excavated from any Lot burdened except where such removal or excavation is necessary for the erection of a building or structure.
- h) No structure of a temporary character, basement, tent, shack, garage, trailer, camper, caravan or any other outbuilding may be used at any time as a dwelling on any Lot burdened.
- i) No previously erected or occupied dwelling house may be partly or wholly moved to, placed upon, re-erected on, reconstructed or permitted to remain on any Lot burdened.
- j) No noxious, noisome or offensive occupation, trade, business, manufacture or home industry may be conducted or carried out on any Lot.
- k) No advertisement, hoarding or sign of any description other than a house name and number and signs required to be displayed under any law or statute or temporary signs solely for selling or letting the property may be erected or displayed or permitted to remain on any Lot burdened.

Req:R395070 /Doc:DP 1091735 B /Rev:22-Dec-2005 /Stw:SC.OK /Pgs:ALL /Prt:21-Mar-2017 11:34 /Seq:3 of
Ref:23949 /Sxc:IM

Sheet 3 of 4 Sheets

Plan

DP1091735

Subdivision of Lot 38 in Deposited Plan 878134 and Lot
1 in Deposited Plan 1076337
Covered by Subdivision in Certificate No. 18 of 2005

- 0 With the exception of vehicles used in connection with the erection of a dwelling on any Lot burdened no motor truck, lorry or semi trailer with a load carrying capacity exceeding 10 tonnes may be parked or permitted to remain on any lot burdened unless parked in a fully enclosed garage or shed.
- m) No fuel storage tanks (except for oil or gas for heating or cooking purposes) may be placed or permitted to remain on any lot burdened.
- n) Any release variation or modification of these restrictions must be made and done in all respects at the cost and expense of the person requesting the same.

Name of Person empowered to release
vary or modify restrictions firstly referred
to in the abovementioned plan

or if they are not the registered proprietor of any of the land comprised in the Plan of Subdivision then the persons for the time being registered as proprietors of the land in the Plan of Subdivision having common boundaries with land burdened with the covenants

Notwithstanding anything above these covenants will lapse at noon on the 1st January 2025.

I certify that the person signing opposite,
with whom I am personally acquainted
or as to whose identity I am otherwise
satisfied signed this instrument in my
presence:

)
)
)
)

SIGNED AT TAMWORTH THIS 25th DAY
OF November 2005 FOR NATIONAL
AUSTRALIA BANK LIMITED BY *Blank*
223100'S DULY APPOINTED ATTORNEY
UNDER POWER OF ATTORNEY
NO. 549 B7OK. 3834
MANAGER WITNESS

3070 /Doc:DP 1091735 S /Rev:22-Dec-2005 /Sta:SC.OK /Egs:ALL /Pnt:21-Mar-2017 11:34 /Seq:4 of 4
 949 /Src:M

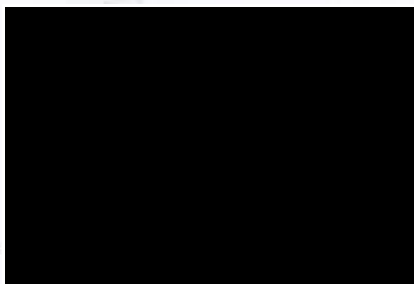
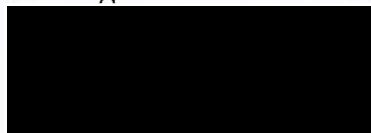
Sheet 4 of 4 Sheets

P

DP1091735

Subdivision of Lot 38 in Deposited Plan 878134 and Lot 1
 in Deposited Plan 1076337
 Covered by Subdivision in Certificate No. 18 of 2005

I certify that the person signing opposite,
 with whom I am personally acquainted
 or as to whose identity I am otherwise
 satisfied signed this Instrument in my
 presence:



REGISTERED 20-12-2005

SIGNED AT TAMWORTH THIS 25th DAY
 OF November 2005 FOR NATIONAL
 AUSTRALIA BANK LIMITED BY Allan R
 BERTS DULY APPOINTED ATTORNEY
 UNDER POWER OF ATTORNEY
 NO. 549 BOOK 3834
 MANAGER WITNESS



3/12/24

Proposed Development on Adjoining Land
Lot 19 DP:1091735
5 Greentrees Drive, Quirindi
Application number 10.2024.101.1

To David Kitson,

We are writing to place our objection to the above proposal due to the excessive size of the shed [REDACTED]. We have also noticed that there are business activities being held at the premises resulting in large trucks etc regularly parking in [REDACTED] putting extra strain on the already stressed bitumen in the end of our cul de sac in close proximity to [REDACTED]. The pad for the shed has already been prepared and the shed delivered prior to council approval.

Yours truly,

[REDACTED]

EXPLANATION FOR VARIATION

Da & Construction certificate required as advised by council due to size of shed 209m².

Proposed shed build is to store vehicles, machine and agricultural attachments.

- 2 x Landcruiser's (heights of 2.6m and 2.4m – do not fit in normal house garage)
- 1 x 10ft caravan
- 1 x 5Tonne Bobcat
- Attachments (rock hammer, augurs, 4 in 1 bucket, forks, scarifier, platform)

All of which are currently in exposure to weather.

Kind regards

Ashlee Thompson

12.11.2024

9 DELEGATES REPORTS

Nil

10 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL MATTERS

RECOMMENDATION

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

11.1 RFT 088-2023 - Replacement of Quirindi Swinging Bridge

This matter is considered to be confidential under Section 10A(2) - (d)(i) 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.