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**NARROMINE SHIRE COUNCIL**  
**ORDINARY MEETING BUSINESS PAPER – 11 NOVEMBER 2020**  
**REPORTS TO COUNCIL – INFRASTRUCTURE AND ENGINEERING SERVICES**

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**1. WORKS REPORT**

<b>Author</b>	Director Infrastructure and Engineering Services
<b>Responsible Officer</b>	Director Infrastructure and Engineering Services
<b>Link to Strategic Plans</b>	CSP – 4.3.4 Ensure Council's property assets are monitored and well managed

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**Executive Summary**

This report provides information regarding works undertaken for the given period in regards to both operational and capital works.

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**Report**

The Works Report (**Attachment No. 1**) for the period 7 October 2020 to 3 November 2020 is presented to Council for information.

**Financial Implications**

Council has provision for these services in its Operational Budget.

**Legal and Regulatory Compliance**

Local Government Act 1993  
Roads Act 1993

**Risk Management Issues**

Nil

**Internal/External Consultation**

Nil

**Attachments**

1. Works Report

**RECOMMENDATION**

That the information be noted.

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## **2. LEASE FEE – NARROMINE POOL HOUSE**

<b>Author</b>	Manager Urban Space
<b>Responsible Officer</b>	Director Infrastructure and Engineering Services
<b>Link to Strategic Plans</b>	CSP – 4.3.4 Ensure Council's property assets are monitored and well managed

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### **Executive Summary**

The purpose of this report is for Council to determine a lease fee for the tenancy of the Narromine Pool House.

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### **Report**

Council has been approached by a prospective tenant to secure the Narromine Pool House lease for a period of 12 months.

It is proposed to enter into a lease agreement from 17 November 2020 to 16 November 2021.

### **Financial Implications**

Council previously considered the rental to be \$260 per week. Given that the annual CPI is – 1.0%, it is proposed that the rental remain the same. The lessee will be responsible for all water and electricity charges.

### **Legal and Regulatory Compliance**

A standard residential tenancy agreement will need to be entered into for the lease of the property.

The General Manager has delegated authority to enter into short term lease agreements, however under the Local Government Act 1993, Council cannot delegate the setting of a rate or fee.

### **Risk Management Issues**

Council does not require the residence for its own purposes in the short term. Leasing the property will provide income to offset any ongoing maintenance costs.

### **Internal/External Consultation**

Consultation with prospective tenant.

### **Attachments**

Nil

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## **2. LEASE FEE – NARROMINE POOL HOUSE CONT.**

### **RECOMMENDATION**

That the lease fee for the Narromine Pool House be set at \$260 per week commencing 17 November 2020 to 16 November 2021.

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## **3. DRAFT WASTE MANAGEMENT STRATEGY**

<b>Author</b>	Manager Waste & Community Facilities
<b>Responsible Officer</b>	Director Infrastructure and Engineering Services
<b>Link to Strategic Plans</b>	CSP – 4.3.1 Operate and manage Council in a financially sustainable manner that meets all statutory and regulatory compliance and Council policies. 4.3.5 Ensure Council meets the requirements of local government reforms and proactively engages in any processes

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### **Executive Summary**

The purpose of this report is to seek Council's approval to place the draft Waste Management Strategy on public exhibition seeking comments from interested parties.

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### **Report**

Narromine Shire Council's previous waste management strategy covered the period 2014 to 2016 and therefore requires a substantial review and update. Council engaged GHD Pty Ltd (GHD) to undertake a review of its current waste management operations and develop a new waste management strategy.

This Waste Management Strategy (**Attachment No. 2**) considers Council's existing waste operations and current relevant regulatory frameworks, NSW and regional policies to ensure that Council will have access to funds under the State Government Waste Less, Recycle More program.

### **Financial Implications**

Nil

### **Legal and Regulatory Compliance**

Protection of the Environment Operations (POEO) Act 1997

### **Risk Management Issues**

Nil

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### **3. DRAFT WASTE MANAGEMENT STRATEGY CONT.**

#### **Internal/External Consultation**

Consultants  
Executive Leadership Team  
Councillor Workshop

#### **Attachments**

1. Draft Waste Management Strategy 2020-2028

#### **RECOMMENDATION**

That the Draft Waste Management Strategy 2020-2028 be placed on public exhibition for 28 days.

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### **4. NARROMINE AIRPORT GAP ANALYSES**

<b>Author</b>	Director Infrastructure and Engineering Services
<b>Responsible Officer</b>	Director Infrastructure and Engineering Services
<b>Link to Strategic Plans</b>	CSP – 2. Growing our Economy CSP – 3.5 Our Community is well connected through our cycleways, footpaths and public transport systems. CSP – 4.3 A financially sound council that is responsible and sustainable

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#### **Executive Summary**

This report provides information regarding a recent GAP Analyses that was conducted at the Narromine Aerodrome to determine current performance and additional studies or work required to increase operations to accommodate a larger aircraft. While it is not the intent to operate commercial flights from the Aerodrome at this stage, due to residential and light industrial receptors being in close proximity, a good understanding was obtained regarding additional studies that are required for pavement investigations and analyses, to ensure runways remains fit for purpose over its useful life.

This report highlights the request for geotechnical and pavement studies to inform the status of the runway and taxiways and whether upgrades to these assets are required.

Council recently obtained a \$419,000 grant under the Regional Airports Programme for fencing and lighting upgrades, which is separate to these works. The overall project value is approx. \$839,000.

#### **4. NARROMINE AIRPORT GAP ANALYSES CONT.**

##### **Report**

Council engaged a consultant to undertake a GAP Analyses (**provided to Council under separate cover**) for the Narromine Aerodrome to determine the current performance of the Aerodrome and to determine what upgrades would be required to land larger commercial aircraft.

While it is not the intent to land a larger aircraft at the Aerodrome at this stage due to residential and light industrial receptors in close proximity, a good understanding was obtained regarding additional studies that will be required for pavement investigations and analyses, to ensure runways remains serviceable and fit for purpose over its useful life.

Currently Taxiway C has a maximum weight (MAUW) of 5,700kg, but given the current condition and lack of reliable pavement or geotechnical detail it is recommended to revisit pavement and geotechnical conditions. The actual California Bearing Ratio (CBR) of the subgrade may be possible be weaker than the CBR Standard for this Aerodrome.

Potential alignments of the Narromine Levee that was developed during the recent Flood Plain Risk Management Plan, indicated that the runways are subject to flooding during the 1% AEP. This means that the pavement would be submerged for a period of time, potentially closing the aerodrome.

It is recommended that geotechnical investigations be conducted on the runways and taxiways to determine what upgrades are required to meet the CBR Standard for this Aerodrome and to consider and determine potential mitigating effects when the runways are inundated during extreme flooding. This cost could then be considered during the Narromine Levee development or grant funding could be sought under various programs.

##### **Financial Implications**

Indicative cost estimates for geotechnical and pavement investigations was estimated to be \$87,500. This excludes any pavement design or construction works.

##### **Legal and Regulatory Compliance**

The authority that governs the safe operations of airports and airports is the Civil Aviation Safety Authority (CASA). CASA has produced the Manual of Standards Part 139 – known as MOS 139, (Australian Government - Civil Aviation Safety Authority, 2012) which is regularly updated and provides guidance for virtually all elements of an operational airfield.

##### **Risk Management Issues**

Compliance with CASA and MOS- 139.

#### **4. NARROMINE AIRPORT GAP ANALYSES CONT.**

Potential for a serviceable or unserviceable Aerodrome during extreme flooding events

##### **Internal/External Consultation**

Internal Consultation with Aerodrome Manager  
Internal Consultation with Executive Leadership Team  
Councillor Workshop

##### **Attachments**

Nil

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#### **RECOMMENDATION**

1. That Council note this report.
  2. Council has allocated \$87,500 from the General Manager's contingency (part of QBR), for additional Geotechnical and pavement studies at the Narromine Aerodrome.
  3. That consideration be given to other improvements to the Aerodrome as recommended in the attachment and that appropriate funding be applied for in future based on operational requirements.
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#### **5. FIXING LOCAL ROADS**

<b>Author</b>	Director Infrastructure and Engineering Services
<b>Responsible Officer</b>	Director Infrastructure and Engineering Services
<b>Link to Strategic Plans</b>	CSP – 2. Growing our Economy CSP – 3.6 Our road network is safe well maintained and appropriately funded. CSP – 4.3 A financially sound council that is responsible and sustainable

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##### **Executive Summary**

The NSW Government has committed \$500 million to a Fixing Local Roads program to improve council roads across rural and regional NSW. This investment will help reduce the maintenance backlog for councils, targeting roads that do not meet the freight significance or benefit to cost ratio (BCR) requirements of the current Fixing Country Roads (FCR) program.

Fixing Local Roads aims to fund improvements to local roads that will deliver smoother, safer and more reliable journeys. Councils have been invited to submit applications for the next round of the program to further support investment in road improvements, by 11 December 2020.

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## **5. FIXING LOCAL ROADS CONT.**

There is a maximum funding limit of \$5 million of state contribution per council per application. Applicants can apply for up to 100 per cent of the value of the project, but co-contributions from council are strongly encouraged and will be considered relevant to council's funding position. A general rule of thumb is a minimum co-contribution of 25 per cent (\$1.66 Million approx). Non-compliant proposals may be considered. Councils are strongly encouraged to source additional investment to support their applications and enhance their local road maintenance projects, however we are advised to prioritise and put forward their most strategically important projects.

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### **Report**

Well-maintained roads play a vital role in our regions, supporting growth and development, as well as providing safe and reliable access to critical services, such as hospitals and schools. The objectives of the Fixing Local Roads Program (**Attachment No. 3**) are aligned with the Regional NSW Transport customer outcomes.

A roads review was done by Council in 2016/17 and a road "Hierarchy" was developed that classified roads into 6 Classes. This Hierarchy considered traffic counts, school bus routes, required design standards and maintenance requirements were developed based on this data. With the increase in interstate traffic movements, change in farming practices, regional and local development, quality and occurrence of road construction materials, and subsequent change in traffic behaviour, it is therefore appropriate to review relevant practices, standards and quality documentation to align road activities with current trends.

As part of the IP&R Process, the Infrastructure and Engineering Services Directorate has commenced with a review of the level of service Council provides to its road users within the LGA, especially with a focus on unsealed and sealed local roads. This review includes a technical component that focusses on the strategic importance (i.e school bus or tourist routes, some haulage routes and connectivity), traffic count data, financial data, asset inspection data, and required design standards to achieve required levels of services and expected useful life. Operational and maintenance activities is also in the process of being reviewed as part of improving overall service delivery and to gain operational efficiencies. Council staff have commenced with a comprehensive data collection process which considers the following (as an example):

- Potential arable land and potential yield for various crops in the LGA;
- Potential grain haulage routes to various receival facilities;
- Potential stock routes;
- Installation of traffic counters and road classifiers at identified locations
- Preliminary consultation with industry

This data will be reviewed and refined during the data collection period. This would ensure that a targeted approach is developed to determine cost effective and sound engineered solutions to achieve the best outcome.

## **5. FIXING LOCAL ROADS CONT.**

Preliminary findings of the assessment showed that a large component of our local road assets has deteriorated and that intervention is required to either return it back to its "original" condition, or to an "improved" condition based on current traffic and road user desktop data.

Therefore Council will be able to apply for grants to repair priority local roads. Projects should meet the following requirements to be eligible for consideration. The project must be:

- Located on a Local Road managed by council (note: Regional and Crown roads are not eligible)
- Identifiable as a priority or important local road for the local government area or region
- Deliverable within 24 months of notification from Transport for NSW
- Maintenance-driven such as repairing, patching, maintaining or sealing existing roads

A detailed evaluation process consisting of a multi – criteria analyses, merit assessment and prioritisation assessment will be followed to consider projects.

### **Financial Implications**

Request for \$1.66Mil to be obtained from the unrestricted cash balance as part of a co-contribution.

Improved whole of life costs

### **Legal and Regulatory Compliance**

Compliance with the Roads Act, 1993, Asset Management Plans and relevant Australian road design standards and guidelines.

### **Risk Management Issues**

Compliance with relevant standards

Improved whole of life costs

Improved level of services for roads assets

### **Internal/External Consultation**

Internal Consultation with Executive Leadership Team

Councillor Workshop

### **Attachments**

1. Fixing Local Roads Program Guidelines



**5. FIXING LOCAL ROADS CONT.**

**RECOMMENDATION**

1. That Council note this report and attachment for information.
2. That Council endorse a co-contribution of \$1.66 Million obtainable from the unrestricted cash balance to be spend under the Fixing Local Roads Program. Council's co-contribution will be adjusted to 25% of the allocated amount, should we be unsuccessful in obtaining the maximum funding.

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**6. REQUEST TO REDUCE SEWER AND HEADWORKS CHARGES FOR TIMBREBONGIE AGED DEVELOPMENT**

<b>Author</b>	Director Infrastructure and Engineering Services
<b>Responsible Officer</b>	General Manager
<b>Link to Strategic Plans</b>	CSP – 1.1.4 Promote services and provide facilities that foster healthy lifestyles CSP - 1.2.7 Plan for high quality aged care that enables older people to be integrated and active in the community

"A growing community with lots of jobs and opportunities for more in aged care and lifestyle retirement blocks for people coming from out west"

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**Executive Summary**

This report is presented to Council to consider the reduction in fees attributed to sewer and headworks charges for the Timbrebongie Aged Residential Development.

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**Report**

Timbrebongie House have been seeking to develop additional aged care residential options for the Narromine and wider community. The aged care development aligns with the other types of accommodation offered by the Timbrebongie House committee which includes aged care and hostel style accommodation.

The Timbrebongie House Committee have an approved Development Application that outlines the development of 31 by 2 bedroom units as well as 16 freehold allotments.

As previously reported Narromine Shire Council has been successful with two funding applications to assist with the enabling infrastructure for both the Timbrebongie House development and the future Dappo Road residential subdivision. A total of \$2M has been received to contribute towards the expected \$4.2M in enabling infrastructure.

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**6. REQUEST TO REDUCE SEWER AND HEADWORKS CHARGES FOR TIMBREBONGIE AGED DEVELOPMENT CONT.**

The development of an increased number of Aged Residential accommodation is a priority of the Community Strategic Plan developed in 2017.

Given that \$2M in enabling infrastructure funding has been received the Timbrebongie House committee seek a reduction in the charges associated with Water and Sewerage works.

Condition 18 of the Notice of Determination provided on the 19<sup>th</sup> of August 2020 outlines the Sewer and Water Headworks Charges to be:

1. *Sewer and Water headworks are levied per additional Lot upon subdivision. Council's current fees and charges require the following payment which shall be paid to Council in stages with releases of subdivision plans:*

*Narromine Sewerage                      \$3,805 per additional Lot*

*Narromine Water Supply              \$2,450 per additional Lot*

*Total payable: 17 Lots (minus one credit for existing lot)*

*= 16 x \$6,255 = \$100,080*

*and*

*31 by 2 bedroom Equivalent Tenements (ET) levied as per NSW Water Directorate Guidelines for determining ET figures (self care retirement units):*

*Narromine Sewerage \$3,805 per additional ET= .75\*31=\$88,466*

*Narromine Water Supply \$2,450 per additional ET= .60\*31 =\$45,570*

**Note:** *This levy may change with CPI or an amendment to Council's Developer Servicing Plan.*

The Chairman of Timbrebongie House has requested the fee reduction to be considered:

“Our Committee would seek that the amount payable be levied on the planned freehold blocks with no amount charged for the first stage of the Aged Care development. This would bring the amount payable to 16 lots by \$6,255=\$100,080 (for water and sewer headworks)”.

**Financial Implications**

The fee reduction will reduce the amount payable from \$234,116 to \$100,080, a reduction in the headworks charge of \$134,036. There will be no negative financial impact as the grant will fund the construction of the required assets, which would normally be funded through headworks charges.

**6. REQUEST TO REDUCE SEWER AND HEADWORKS CHARGES FOR TIMBREBONGIE AGED DEVELOPMENT CONT.**

***Legal and Regulatory Compliance***

Local Government Act 1993 (incl. S.64 and S.356)  
Environmental Planning and Assessment Act 1979

***Risk Management Issues***

Risk Management issues are considered to be minimal in regards to this report and subsequent resolution.

***Internal/External Consultation***

Timbrebongie House Committee  
Public Notification provisions (Local Government Act 1993. S.356)

**RECOMMENDATION**

1. That Council agree to the request to reduce the sewer and headworks charges for DA 2019/70 to be:  
  
16 x \$6,255 = \$100,080 for the freehold allotments and the amount payable for the 31 two-bedroom aged care units be reduced to zero.
2. That 28 days' public notice of Council's proposal to pass the resolution be undertaken prior to final consideration by Council.

André Pretorius  
**Director Infrastructure and Engineering Services**

**Attachment No. 1**

	<p align="center"><b>MONTHLY WORKS REPORT</b> <b>Tuesday, 3 November 2020</b></p>	<p align="center">Infrastructure and Engineering Services Narromine Shire Council Tel: 02 6889 9999 Fax: 02 6889 9998 <a href="mailto:mail@narromine.nsw.gov.au">mail@narromine.nsw.gov.au</a></p>
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*Road and Park users are to proceed with caution at all work sites and observe work signs to ensure safety.  
Speed zones are enforceable with possible short delays.  
For all enquiries, please contact Council's Infrastructure and Engineering Services Department on 6889 9999.*

**URBAN ROADS – Narromine, Trangie, Tomingley**

<p><b>Various Streets (Narromine)</b></p>	<p><b><u>Maintenance:</u></b></p> <ul style="list-style-type: none"> <li>• Routine Maintenance Program such as patching and street sweeping, etc.</li> <li>• Weed spraying of streets and laneways and laneway pothole patching.</li> </ul>
<p><b>Various Streets (Trangie)</b></p>	<p><b><u>Maintenance:</u></b></p> <ul style="list-style-type: none"> <li>• Routine Maintenance Program such as patching and street sweeping, etc.</li> </ul>
<p><b>Various Streets (Tomingley)</b></p>	<p><b><u>Maintenance:</u></b></p> <ul style="list-style-type: none"> <li>• Routine Maintenance Program by contractor.</li> </ul>


**UNSEALED ROADS NETWORK**

<p><b>Various Unsealed Roads</b></p>	<p><b><u>Maintenance: Map No. 1</u></b></p> <ul style="list-style-type: none"> <li>• Haberworth Lane</li> <li>• Wilson's Lane</li> <li>• Wingfield Road</li> <li>• Nellie Vale Road</li> <li>• Wright Road</li> <li>• Wallaby Road</li> <li>• Cobboco Maintenance Grade</li> <li>• Sarah's Access Road</li> </ul> <p><b><u>Capital: Map No. 2</u></b></p> <ul style="list-style-type: none"> <li>• Cathundral Bogan Road gravel resheet and full maintenance grade commenced</li> <li>• Pinedene Road gravel resheet completed</li> </ul> <p><b><u>Roadside spraying completed by Council – Biosecurity</u></b></p> <ul style="list-style-type: none"> <li>• Merrinong Road</li> <li>• Cornucopia Road</li> <li>• Eureka Road</li> </ul>
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**SEALED ROADS NETWORK**


<p><b>Various Sealed Roads</b></p>	<p><b><u>Maintenance:</u></b></p> <ul style="list-style-type: none"> <li>• Trangie Collie Road – Heavy patching</li> <li>• Peakhill Railway Road – Shoulder grade</li> </ul> <p><b><u>Capital:</u></b></p> <ul style="list-style-type: none"> <li>• Dubbo- Collie Road – Full rehab</li> </ul>
<p><b>Various Sealed Roads</b></p>	<p><b><u>Roadside spraying completed by Council - Biosecurity</u></b></p> <ul style="list-style-type: none"> <li>• Jefferies Road</li> <li>• Goan Waterhole Trangie</li> <li>• Trangie Drains</li> <li>• Animal Shelter</li> <li>• Backwater Yard</li> <li>• Various Bridge Safety Rails</li> </ul>

## Attachment No. 1

 <p><b>Narromine</b> SHIRE COUNCIL</p>	<p><b>MONTHLY WORKS REPORT</b></p> <p><b>Tuesday, 3 November 2020</b></p>	<p>Infrastructure and Engineering Services Narromine Shire Council Tel: 02 6889 9999 Fax: 02 6889 9998 <a href="mailto:mail@narromine.nsw.gov.au">mail@narromine.nsw.gov.au</a></p>
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<b>SWIMMING POOLS</b>	
<b>Narromine Pool</b>	<ul style="list-style-type: none"> <li>Management under operation of Lifeguarding Services Australia.</li> </ul>
<b>Trangie Pool</b>	<ul style="list-style-type: none"> <li>Management under operation of Lifeguarding Services Australia.</li> </ul>
<b>PARKS AND OPEN SPACE NETWORK CBD Gardens, Parks, Ovals, Villages</b>	
<b>Narromine CBD</b>	<ul style="list-style-type: none"> <li>Vegetation management priority due to large rain events.</li> <li>Weed spraying program of streets, lanes and culverts continues.</li> </ul>
<b>Narromine Parks and Reserves</b>	<ul style="list-style-type: none"> <li>General maintenance and mowing.</li> <li>Weed control in all small parks continues.</li> <li>Retaining wall has been repaired at the clock-tower in Tom Perry Park</li> </ul>
<b>Narromine Sports Grounds</b>	<ul style="list-style-type: none"> <li>General maintenance, spraying and mowing.</li> <li>Weed and pest control in all sportsgrounds continues.</li> <li>Lighting upgrades at Payten Oval and Noel Powell Oval complete.</li> </ul>
<b>Narromine Streets</b>	<ul style="list-style-type: none"> <li>General maintenance.</li> <li>Street sweeping.</li> <li>Hand watering program has commenced for new plantings.</li> <li>Garden beds in Dandaloo Street have been completed and vegetation planted</li> </ul>
<b>Trangie CBD</b>	<ul style="list-style-type: none"> <li>General maintenance and weed control ongoing.</li> <li>Vegetation mowing and slashing continuing.</li> <li>Hand watering program has commenced for new plantings.</li> <li>Garden beds in Dandaloo Street have been completed and vegetation planted.</li> </ul>
<b>Trangie Parks</b>	<ul style="list-style-type: none"> <li>General maintenance and mowing.</li> </ul>
<b>Trangie Sports Grounds</b>	<ul style="list-style-type: none"> <li>All summer sport in Trangie has been cancelled therefore basic maintenance program for sportsgrounds has been implemented.</li> <li>Burns Oval is monitored each week, with mowing, whipper snipping and weed spraying completed as required.</li> <li>Irrigation schedules are continually reviewed.</li> </ul>
<b>Trangie Streets</b>	<ul style="list-style-type: none"> <li>General maintenance.</li> <li>Street sweeping weekly on Thursdays.</li> <li>Stormwater improvements (kerb and gutter) will commence in Belgrove Street, in early November. Consultants are finalising alternative stormwater management treatments, since the original proposed treatments will not work, at other identified sites such as at the corner of Mullah and Harris Streets. Contractors</li> </ul>

## Attachment No. 1

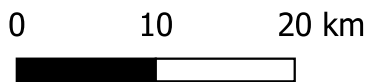
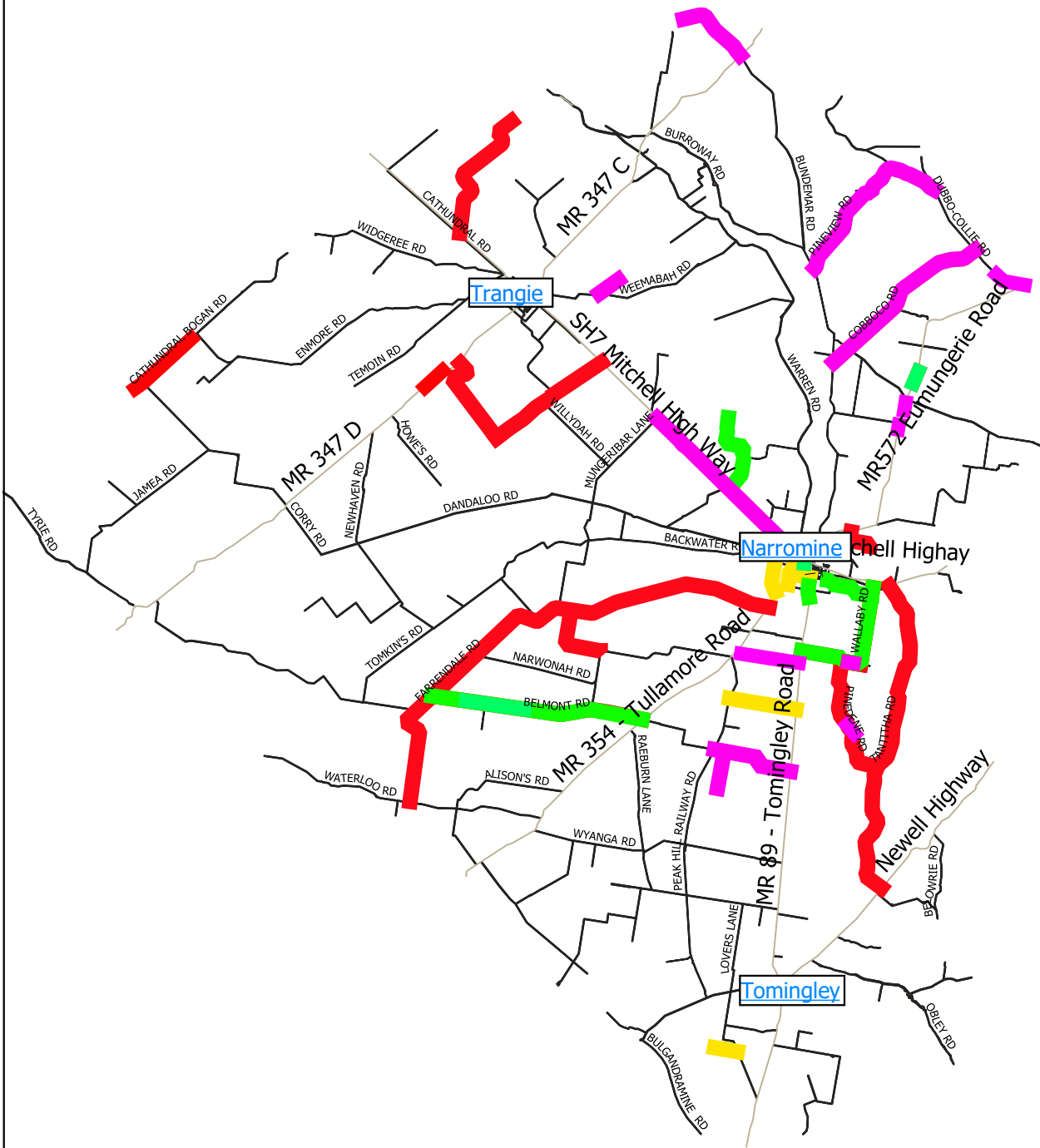
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<b>PARKS AND OPEN SPACE NETWORK CBD Gardens, Parks, Ovals, Villages cont.</b>	
<b>Trangie Streets cont.</b>	<p>to re-commence with construction once, suitable solutions have been found.</p> <ul style="list-style-type: none"> <li>Consultants have been appointed to survey and design stormwater works for Bimblebox Lane.</li> </ul>
<b>Tomingley Village</b>	<ul style="list-style-type: none"> <li>Town maintenance services contract has been extended to March 2021.</li> <li>Eric Woods Park upgrades are complete.</li> </ul>
<b>AERODROME</b>	
<b>Narromine Aerodrome</b>	<ul style="list-style-type: none"> <li>Tree trimming, slashing and weed control continues.</li> <li>Construction of the Hangar Development is nearing completion.</li> </ul>
<b>BUILDING MAINTENANCE</b>	
<b>All Buildings</b>	<ul style="list-style-type: none"> <li>General maintenance as required.</li> </ul>
<b>Vandalism</b>	<ul style="list-style-type: none"> <li>Recent vandalism has occurred at Cale Oval, Dundas Oval and Dundas Park Playground.</li> </ul>
<b>Narromine Medical Centre</b>	<ul style="list-style-type: none"> <li>General maintenance as required.</li> </ul>
<b>Council Administration Buildings</b>	<ul style="list-style-type: none"> <li>Upgrades to the IT area is complete.</li> <li>Upgrades to the toilets have commenced.</li> </ul>
<b>PUBLIC CONVENIENCES</b>	
<b>Rotary Park (Narromine) Public Toilets</b>	<ul style="list-style-type: none"> <li>Toilet facilities cleaned daily.</li> </ul>
<b>Burraway Street Public Toilets (adjacent to Pool)</b>	<ul style="list-style-type: none"> <li>Toilet facilities cleaned daily.</li> </ul>
<b>Manildra Street Toilets (at Saleyards)</b>	<ul style="list-style-type: none"> <li>Installation of security cameras complete and awaiting signage.</li> </ul>
<b>Argonauts Park (Trangie) Public Toilets (Goan Waterhole)</b>	<ul style="list-style-type: none"> <li>Toilet facilities cleaned every Tuesday, Thursday and Saturday.</li> </ul>
<b>Dandaloo Street Trangie (adjacent to Bakery)</b>	<ul style="list-style-type: none"> <li>Toilet facilities cleaned every Monday, Wednesday and Friday.</li> </ul>
<b>Narromine and Trangie Truck Wash</b>	<ul style="list-style-type: none"> <li>Waiting for outcome of land acquisition process for the Trangie Truck wash.</li> </ul>
<b>Wetlands</b>	<ul style="list-style-type: none"> <li>Toilet block secured and cleaned daily.</li> </ul>
<b>CEMETERIES</b>	
<b>Narromine Cemetery</b>	<ul style="list-style-type: none"> <li>General maintenance continues.</li> <li>New bollards have been installed at the lawn cemetery. Bollards are now programmed to be installed throughout the remainder of the cemetery. Taller type bollard has been ordered for remaining sections.</li> </ul>

**Attachment No. 1**

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<b>CEMETERIES CONT.</b>	
<b>Narromine Cemetery cont.</b>	<ul style="list-style-type: none"> <li>Roads and area around ablution facility have been re-sheeted with gravel. Sealing is planned in conjunction with other sealing works.</li> </ul>
<b>Trangie Cemetery</b>	<ul style="list-style-type: none"> <li>General maintenance, mowing and weed spraying.</li> <li>Topping up of subsiding graves continues.</li> <li>Avenue trees have been removed and irrigation installed ready for the arrival of new trees in early November.</li> </ul>
<b>WATER AND SEWER</b>	
<b>Tomingley</b>	<ul style="list-style-type: none"> <li>Regular maintenance at the water treatment plant.</li> <li>WTP documentation is still with DPIE-Water awaiting Section 60 design concurrence.</li> </ul>
<b>Trangie</b>	<ul style="list-style-type: none"> <li>Staff have continued reticulation system maintenance.</li> <li>Staff continue operational Drinking Water Quality Testing as required by legislation on a daily basis.</li> <li>Staff have completed construction of the new water main from the corner of Harris St and Bimble Box Lane, to the corner of the laneway on Mungery Street, between Enmore Street and Mullah Street.</li> <li>Staff continue regular sewer pump station and STP system maintenance as required</li> </ul>
<b>Narromine</b>	<ul style="list-style-type: none"> <li>Staff continue operational Drinking Water Quality Testing as required by legislation on a daily basis.</li> <li>Contractors have completed concrete works and site drainage at the treatment plant site prior to the installation of the additional filter vessel and site office.</li> <li>Staff have continued construction of the new bore 8 manifold and associated pipework</li> <li>Survey set out and preliminary works have commenced for the rising main extension on the Tullamore Rd</li> <li>New Sewer Pump Stations at Skypark and the Hangar development have been commissioned and integrated into Council's sewerage system and SCADA systems.</li> </ul>



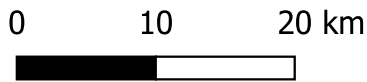
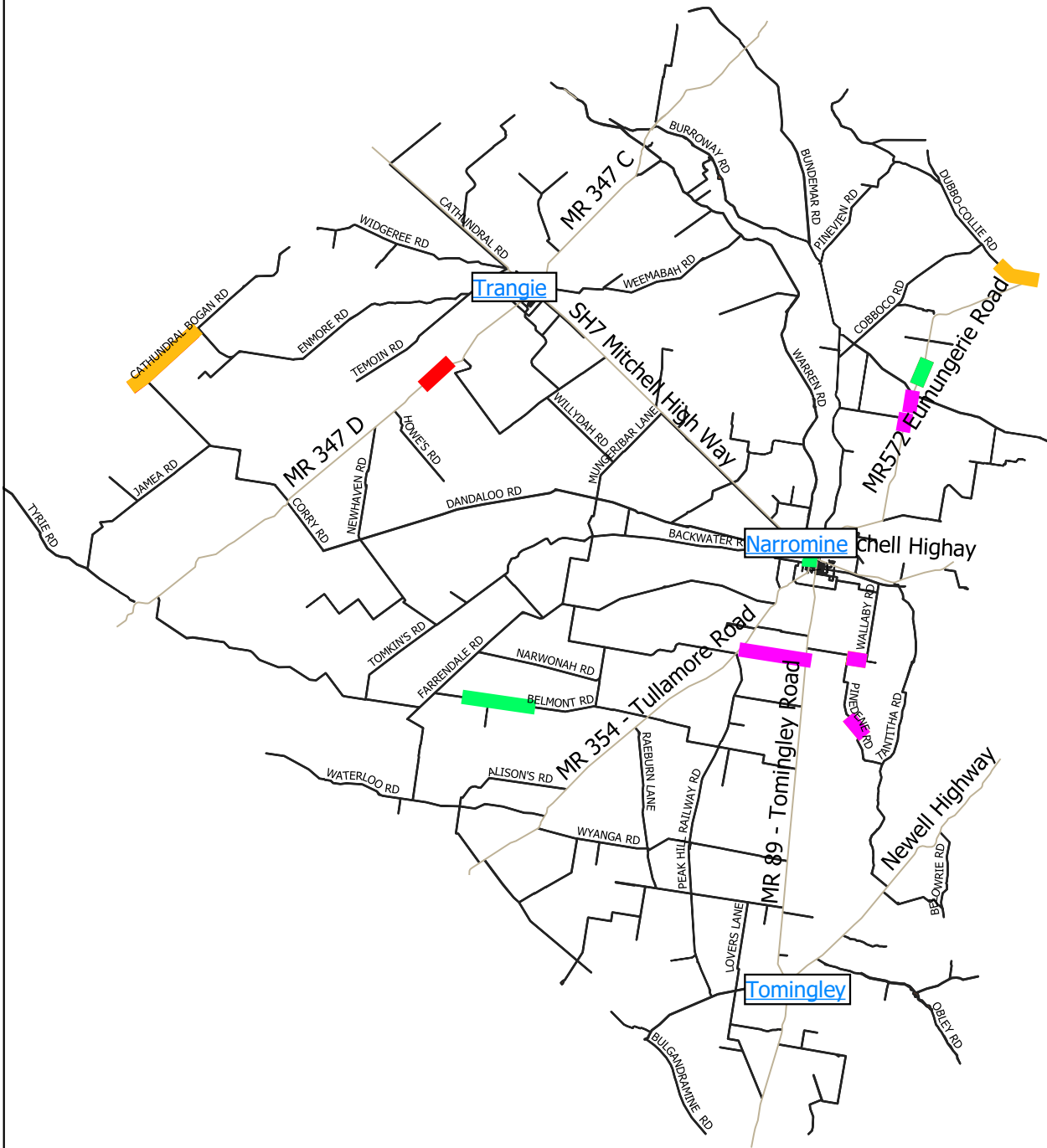
## Narromine Shire Council

- █ October
- █ September
- █ August
- █ July



Note - the roads highlighted are visual purposes only and may not be the exact location of work





## Narromine Shire Council

- October
- September
- August
- July



Note - the roads highlighted are visual purposes only and may not be the exact location of work  
 Infrastructure and Engineering Services



# **Narromine Shire Council**

## **Waste Management Strategy 2020-2028**

**DRAFT**

October 2020

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# 1. Introduction

## 1.1 Overview

Narromine Shire Council (Council)'s previous waste management strategy covered the period 2014 to 2016 and therefore requires a substantial review and update. Council engaged GHD Pty Ltd (GHD) to undertake a review of Council's current waste management operations and develop a new waste management strategy.

This waste management strategy (Strategy) considers Council's existing waste operations and current relevant regulatory frameworks, NSW and regional policies to ensure that Council will have access to funds under the State Government Waste Less, Recycle More program.

## 1.2 Purpose of this report

The purpose of this report is to:

- Review the previous waste management strategy
- Provide an overview of the results of the situational analysis – which included a review of the current:
  - waste management services, operations and facilities
  - community education and engagement
  - performance of waste services, infrastructure and assets
  - costs and cost recovery relating to waste management
- Identify Council's vision and strategic objectives for its waste management services, operations and facilities, and
- Prepare a waste management action plan for the local government area for the years 2020 to 2028.

## 2. History

### *Waste Management Strategy 2014-2016, Narromine Shire Council*

The 2014-2016 Waste Management Strategy prepared by Geolyse, identified the following objectives:

- Improve community education to bring about a reduction in waste generation;
- Increase the reuse and recovery of materials;
- Ensure that all waste related activities are delivered in compliance with relevant legislative and environmental framework;
- Minimise the adverse impacts of waste operations on public and environmental health and safety;
- Ensure the provision of NSC's waste services are cost effective and equitable; and
- Ensure that residents understand the Council's vision for waste management and that it accords with their own views of what is important; and
- Maintain a strong relationship with NetWaste to the benefit of Narromine.

The 2014-2016 Waste Management Strategy outlines targets and an action plan for Council to improve its waste management services. These targets and associated action plan were reviewed to understand the current status and inform future actions and targets.

Table 2.1 below outlines financial, environmental, community education, resource recovery and NetWaste targets stated in the existing waste management strategy prepared by Geolyse and Council's current status in achieving these targets.

**Table 2.1 Council's waste management strategy (Geolyse, 2014) – Target review**

Key area	Council's Target	Current status
Finance	Within 6 months of the adoption of the Geolyse Waste Management Strategy, Council targets the development of a robust financial model to inform and provide Council with accurate information on cash-flow, sustainability and opportunities for waste management.	Not completed
Environment	Ensure that Annual EPA returns are accurately compiled and submitted on time.	Ongoing
	Within the life of the Geolyse Waste Management Strategy investigate the use of phyto - capping as an alternative means of divert organics from landfilling.	Not completed
	Conduct yearly audits of all facilities to ensure compliance with EPLs and EMPs	Council commissioned a compliance audit for the Narromine Waste Facility in 2018
Community education	Each year for the life of the Geolyse Waste Management Strategy commits to directly engaging with the community through targeted actions including newspaper advertisements, surveys, Councillor engagement and open days.	The community engagement and education activities associated with the FOGO contract supersede

Key area	Council's Target	Current status
Resource recovery	By 2016 it is the aim of Council to target the increase of recovery and use of secondary materials in the three major waste streams in line with the WARR Strategy, as follows: <ul style="list-style-type: none"> <li>• Municipal waste – 66%</li> <li>• Commercial and Industrial (C&amp;I) waste – 63%</li> <li>• Commercial and Demolition (C&amp;D) waste – 76%</li> </ul>	July 2019 to December 2019 data indicates that Council is currently achieving 48% resource recovery.
NetWaste	Maintain and continue to develop the relationship with NetWaste.	Ongoing
	Within the life of the Geolyse Waste Management Strategy, Council will engage with NetWaste to investigate the viability of becoming involved in the development of a regional waste management facility.	Council has participated in the regional FOGO contract

Table 2.2 summarises the proposed actions and Council's current status for each listed action. In consultation with Council, relevant actions that have not been completed have been carried forward and captured in the new action plan.

**Table 2.2 Council's waste management strategy (Geolyse, 2014) – Action plan review**

Key Area	Proposed action	Current status
Community Education	CE1 - Develop a framework for ongoing community education and collection of feedback on waste management initiatives.	Not completed – superseded by the joint waste communications and education initiative under the FOGO contract
	CE2 - Investigate the most appropriate manner in which community representatives that are enthusiastic about waste management can contribute to, and support Council, with the ongoing management of waste and development of waste initiatives.	Not completed
	CE3 - In consultation with NetWaste, develop an anti-littering waste education plan.	Not completed – superseded by the joint waste communications and education initiative under the FOGO contract
Environmental	E1 - Develop an audit framework that can be applied to all waste infrastructure sites.	Not completed
Financial	F1 - Develop a financial model to inform waste management including provision of future infrastructure and ongoing service needs.	Not completed
Reaching municipal recovery targets	MR1 - Maintain affiliation with NetWaste to facilitate implementation of waste reduction projects accessible to Council.	Ongoing – regular meetings (every 2-3 months) with NetWaste as well as regular meetings with Mid-western and Dubbo Councils
	MR2 - Investigate and prepare cost estimates for the establishment of drop-off facilities in Narromine and Trangie to improve recovery of recyclable materials.	Not completed

Key Area	Proposed action	Current status
	MR3 - Investigate and prepare cost estimates for the bulk purchase of home compost bins for access by the community. Undertake a cost/benefit analysis and risk assessment to determine the sustainability of this action coupled with ongoing community education.	Not completed – superseded by the FOGO collection service
	MR4 - In consultation with NetWaste and Dubbo City Council, determine the respective benefits of developing a regional composting facility in Dubbo and support the application of grant funding for the construction of infrastructure.	Completed – as part of the joint FOGO facility with Mid-western and Dubbo Councils
	MR5 - Investigate and prepare cost estimates for the establishment of a kerbside collection service of organics waste.	Completed – as part of the joint FOGO facility with Mid-western and Dubbo Councils
	MR6 - Investigate the possibility of providing smaller bin sizes with a variable charging scheme for smaller bins.	Ongoing – The red general waste bin will retain weekly collections up to June 2021. An audit will then be conducted to assess bin capacity utilisation and identify options to suit.
Reaching C&I recovery targets	CIR1 - Initiate discussions with local businesses including Coles Supermarket to phase out plastic bags and promote the use of compostable bags.	Not completed
	CIR2 - Investigate and prepare cost estimates for the drop off facilities in Narromine CBD and industrial areas.	Not completed
Reaching C&D recovery targets	CDR1 - Prepare development controls to introduce requirements for builders and developers to prepare “Waste management Plans” when submitting development and construction certificate applications to Council to improve and increase separation. This could include preparation of a template to simplify the process and guide developers;	Not completed
	CDR2 - Expansion of Narromine WMF into adjacent property (Lot 7002 in DP 1029073) via acquisition.	Not completed



### **3. Strategy development process**

This Strategy was developed in a collaborative manner with Council to capture its vision and intended outcomes. Prior to finalisation of this Strategy, a draft will be presented to Council's Executive Management Group for feedback.

The development of this strategy involved:

1. Data collection and review of available documentation provided by Council to understand Council's current waste management operations and situation (as outlined in Section 4).
2. Site inspections to Council's three (3) waste management facilities to observe and understand operations, assess compliances and environmental management at the facilities
3. Financial and cost recovery review associated with Council's waste management facilities and services including development of a simple financial model to provide a snapshot of current financial expenses and cost recovery.
4. Undertaking a gap analysis, opportunities and options identification exercise. Key issues and opportunities identified during the document review, site inspections and financial review were documented in GHD's *Narromine Shire Council Waste Management Strategy – Interim Report (2020)*. The results of this exercise forms the basis of this Strategy and the action plan.
5. Distillation of key issues and opportunities to identify broad strategies and a series of draft actions for presentation to Senior Council staff and the Executive Management Group.

## 4. Situational review

### 4.1 Population

#### 4.1.1 Current population

The Narromine LGA is made up of the following localities:

- Bundemar
- Burroway
- Dandaloo
- Gin Gin
- Narromine
- Tomingley
- Trangie.

The latest (2018) estimated residential population for Narromine LGA is 6,600 people (ABS, Regional Population Growth). In the 2016 Census, the population of the Narromine LGA was approximately 6,489 (ABS, 2016), showing a decrease of 2.9% from the 2011 Census, which indicated a population of 6,682 people (ABS, 2011).

#### 4.1.2 Population projection

The NSW Department of Planning, Industry and Environment (DPIE) has developed population projections for the state, regions and all local government areas in NSW. The current projections are based on Local Government Areas as at 30 June 2019, with data based on the ABS and Australian Statistical Geography Standard (ASGS) 2019. DPIE forecasts the population profile in the Narromine LGA to be in decline.

There is a positive indication of growth in the agricultural and mining sectors, hence Council expects a reverse in the decline of population in the future census data. As a result, Council plans for a 1% increase in population each year. Table 4.1 shows the incremental population size and dwelling projection for Narromine LGA based on Council's predicted growth rate of +1%.

Council's combined focus on economic development, industry growth and improving the standard of living to help retain a younger workforce across the Narromine LGA, provides employment opportunities along with the lifestyle that is desired, all contributing to a stable community with long term sustainability. Council has a primary focus on the provision of desirable and competitive standard of living with improvements in a range of services and facilities, along with the available education opportunities that entice new residents and businesses.

**Table 4.1 Population and dwelling projections**

	2016	2021	2026	2031	2036	2041
Total population	6,600	6,930	7,280	7,640	8,020	8,420
Dwelling projection	3,050	3,200	3,360	3,530	3,710	3,890

## 4.2 Current waste management services

### 4.2.1 Collection frequencies and capacity

Council provides kerbside collection services for residential and C&I areas. The collection service is for general waste (one 240L bin) and recyclables (one 240L bin). General waste is collected on a weekly basis, whereas recyclables are collected on a fortnightly basis. The recyclables collection service occurs on the same day as general waste on alternate weeks. As of 1 July 2018, Council commenced FOGO services for residential areas, replacing the garden organics only service.

C&D waste is dropped off at the Narromine and Trangie WMF as Council does not offer a collection service for C&D waste.

General waste collection (240L bins) for public areas such as parks and streets within Narromine and Trangie occurs every Monday and Friday. The general waste is sent to the Narromine WMF.

Table 4.2 below summarises collection services, frequencies and capacities provided within the Narromine LGA. The residential organics collection commenced in July 2018. All collection services stated in Table 4.2 are provided by JR Richards & Sons.

**Table 4.2 Collection frequencies and capacity**

Service Area	Service type	Frequency	Capacity	Average no. of services households per collection (2018-2019)***
Residential	General waste	Weekly****	One 240L bin	2,694 households
	Recyclables	Fortnightly (on the same day as general waste on alternate weeks)	One 240L bin	2,261 households
	Food and garden organics (FOGO)	Weekly	One 240L bin	1,961 households
C&I*	General waste	Weekly	One 240L bin	-
	Recyclables	Fortnightly (on the same day as general waste on alternate weeks)	One 240L bin	-
C&D	C&D waste	Nil*	Nil*	-
Parks and streets (within Narromine and Trangie)	General waste	Every Monday and Friday	240L bins	-

\*Council intends to roll-out FOGO collection services to commercial businesses with frequencies determined on a case-by-case basis using 240L bins.

\*\*Council does not offer a collection service for C&D waste. C&D waste is dropped off at Narromine and Trangie WMFs by responsible parties.

\*\*\* Sourced from JR Richards & Sons (JRR&S), (2019), Waste Management Services Contract Management Report, dated June 2019.

\*\*\*\*As of 1 July 2020, Council intends to reduce the frequency of general waste collection in residential areas to fortnightly collections.

## 4.2.2 Contracts

### *Collection*

The kerbside general waste and recycling collection service for residential and C&I areas for the Narromine LGA is carried out by JR Richards & Sons, who have been contracted up to 1 July 2028.

Council's FOGO collection services operate under a three-way joint contract with the Dubbo Regional Council and Mid-Western Regional Council.

### *Processing*

All collected cardboard and paper are transferred from Trangie WMF and Tomingley transfer station to Narromine WMF where it is pressed before being sent to AMCOR in Sydney for processing.

All scrap metal collected at the three (3) waste facilities is picked up by Sims Metal Management for processing via a NetWaste Contracts for the participating councils.

Collected commingled recyclables are sent to a materials recovery facility nominated by the party providing the collection service (JR Richards & Sons).

## 4.2.3 Supporting services

The Narromine WMF, Trangie WMF and Tomingley Transfer Station accept drop-offs from residents and businesses for general waste and recyclables. All drop-offs are charged a gate fee.

### *DrumMUSTER program*

The DrumMUSTER program involves collection and recycling of eligible, cleaned (via triple wash) agricultural and veterinary chemical containers. The Narromine WMF, Trangie WMF and Tomingley transfer station collect drums for recycling which are then recycled by a third-party into re-usable products.

### *Illegal dumping & littering*

Council previously provided a program to manage illegal dumping in conjunction with NetWaste (funded through a grant). Upon conclusion of this program, Council now provides the Regional Illegal Dumping (RID) tool and hotline services for residents to report illegal dumping.

Litter clean-up is carried out on main streets around townships of the Narromine LGA, however no formal litter clean-up reduction program has been updated by Council.

An initiative run by members of a local fishing club of the Narromine LGA involves pick-up of litter in local river precinct and drop-off to any of the three (3) waste facilities.

Table 4.3 shows the number of illegal waste disposal complaints received by Council from 2015 to 2019.

**Table 4.3 Number of illegal waste disposal complaints (State of the Environment Snapshot 2018-19)**

	2015-16	2016-17	2017-18	2018-19
Number of illegal waste disposal complaints to Council	6	3	5	43

### *Electronic waste disposal*

Disposal of batteries and mobile phones is available in local post-offices.

### ***Return and earn***

'Return and Earn' services are provided at a limited capacity within the Narromine LGA. The Courthouse Hotel in Narromine receives 'Return and Earn' containers periodically. Further, a local member of the public (commonly known by others as the 'Trangie Can Man') actively picks up recyclables around the townships for deposition at the 'Return and Earn' service.

### ***Bulky waste disposal***

Council currently implements a token system for bulky waste disposal, where two (2) tokens per household per year is provided for residents to drop-off bulky waste at any of the three (3) waste facilities. Council has indicated that these tokens are specifically distributed for use of in-house residents or tenants, and not the property owners.

## **4.3 Current waste management infrastructure and assets**

The Narromine LGA is serviced by two (2) waste management facilities (WMFs) and one (1) transfer station, as follows:

- Narromine Waste Management Facility
- Trangie Waste Management Facility
- Tomingley Transfer Station

### **4.3.1 Narromine Waste Management Facility**

#### ***Location and operation hours***

The Narromine WMF is located on Gainsborough Road, Narromine NSW, which is approximately three kilometres from the Narromine township, and covers an area of twenty-six hectares. The Narromine WMF operates under the Environment Protection Licence (EPL) No. 6055, as issued by the Environment Protection Authority (EPA).

The Narromine WMF is open to public on Mondays, Wednesdays, Fridays, Saturdays and Sundays between 8am to 5pm.

#### ***Waste accepted***

Narromine WMF is licensed by EPL No. 6055 to receive the following waste types for landfilling (as defined in Schedule 1 of the *Protection of the Environment Operations (POEO) Act 1997*):

- General solid waste (putrescible)
- General solid waste (non-putrescible)
- Asbestos waste
- Waste tyres
- Clinical and related waste
- Waste received onsite that is below licensing thresholds in the Schedule 1 of the POEO Act.

The Narromine WMF also receives recyclables, organics, scrap metal and waste oil. Recyclables are compacted before being sent to a processing facility. Organics collected, which mainly constitutes of garden waste, is mulched for use within the waste facility. Processed organics not used for mulch is used as an intermediate cover for landfilling works.

The Narromine WMF receives the majority of waste within the Narromine LGA and accepts approximately 4,000 m<sup>3</sup> per annum or 3,000 tonnes per annum (tpa) (Robert Bailey, 2018).

**Existing site infrastructure and assets**

Existing site infrastructure at Narromine WMF include the following:

- Gatehouse and boom gate
- Site office
- Staff room
- Materials storage shed
- Toilet
- Waste oil facility
- Small vehicle transfer station
- DrumMUSTER compound
- Problem waste storage enclosure
- Fenced compound
- Litter fencing, and
- Two stormwater ponds.

The small vehicle transfer station is used for drop-off of residential general waste and recyclables. Narromine WMF has the greatest capacity for recyclables with bins provided for recyclables dropped-off.

Photos from the site inspection are shown in Photo 4.1.





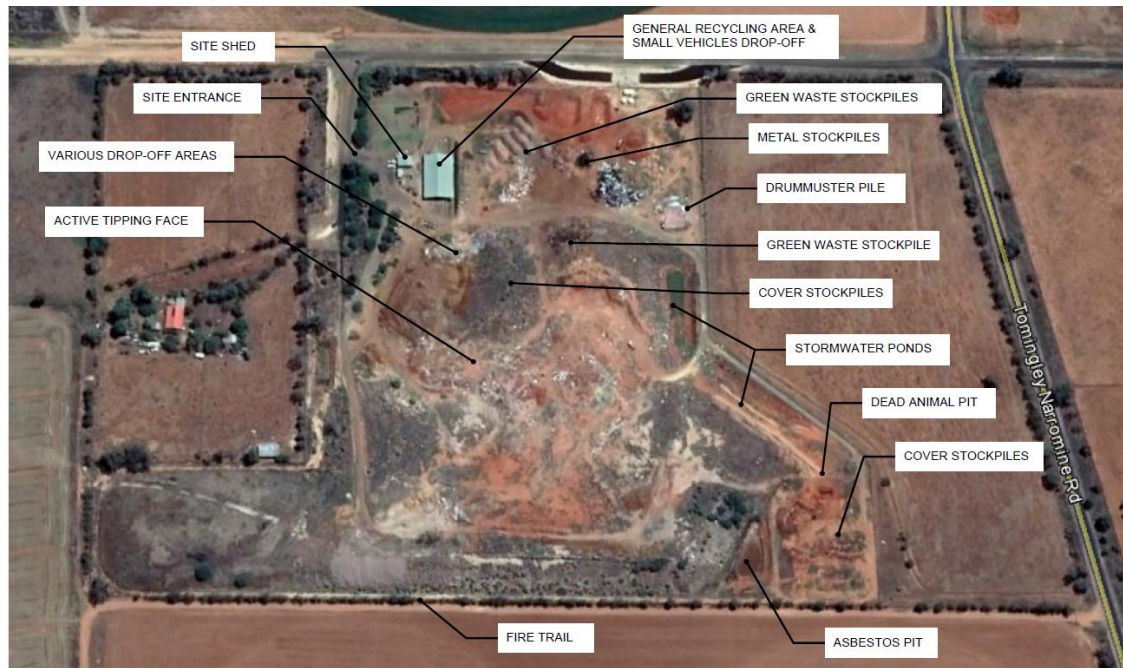


**Photo 4.1 Narromine WMF site photos**

During GHD's site visit in February 2020, existing plant observed at Narromine WMF included:

- 2 x collection trucks for small vehicle drop-off
- 1 x bobcat
- 1 x dozer / front-end loader
- 1 x compactor
- 1 x watering truck

Refer to Figure 4.1 for the Narromine WMF existing site layout.



**Figure 4.1 Narromine WMF existing site layout**

#### **Available landfill airspace**

Council's existing design report by Robert Amaral (2018b), *Staged Landfill Design and Volume Calculations (Landfill Maximisation): Gainsborough Road Landfill Narromine*, provides a filling plan which has estimated that the Narromine WMF would provide approximately 19 more years of landfill life (up to 2038). This is consistent with the LEMP (2013).

The Robert Amaral design report (2018b) also states that by raising the landform by 4m, an additional 16 years of landfill life expectancy could be achieved (up to 2054). A design and filling plan for this extended landfill life does not yet exist.

Volumetric surveys are carried out every six months to keep record of landfilling works. Based on available volumetric surveys, the following fill volumes (includes waste and capping material) were noted:

- 3,291 m<sup>3</sup> of fill was added between September 2019 and July 2020;
- 10,247 m<sup>3</sup> of fill was added between September 2018 and March 2019; and
- 8,711 m<sup>3</sup> of fill was added between January 2014 and July 2014.

### **4.3.2 Trangie Waste Management Facility**

#### **Location**

The Trangie WMF is located on Trangie Tip Road, Trangie NSW 2823, which is approximately three kilometres from the Trangie township and thirty-five kilometres from the Narromine township. The Trangie WMF covers an area of eight hectares and does not operate under an EPA licence. The Trangie WMF operates under guidelines of its LEMP dated April 2008.

#### **Waste accepted**

The Trangie WMF accepts the following waste types:

- General solid waste (putrescible)
- General solid waste (non-putrescible)
- C&D waste



- Recyclables
- Organics
- Waste oil
- Asbestos
- Scrap metal
- Others (Batteries, timber, dead animals, whitegoods, machinery and plants)

The Trangie WMF services the township of Trangie and accepts less than 1,000 tpa of waste (LEMP, 2008). The Trangie WMF allows for separation of paper and cardboard. However, all other recyclables such as glass, plastics and aluminium are co-mingled. Recyclables are compacted before being sent to a processing facility.

Organics collected, which mainly constitutes of garden waste, is mulched for use within the waste facility. Processed organics not used for mulch is used as an intermediate cover for landfilling works. Scrap steel is recycled under a contract with NetWaste. Waste oil and chemical drums are also recycled. Concrete and brick are stockpiled and crushed into gravel and fill.

#### ***Existing site infrastructure and assets***

Existing site infrastructure at Trangie WMF include the following:

- Site office
- Toilet
- Waste oil facility
- DrumMUSTER compound
- Fenced compound

During GHD's site visit in February 2020, existing plant observed at Trangie WMF included:

- 1 x front-end loader

It is noted that no plant and equipment are stored on the site. Plant is brought to the site on a campaign basis – as required.







**Photo 4.2 Trangie WMF site photos**

Refer to Figure 4.2 for the Trangie WMF existing site layout.





**Figure 4.2 Trangie WMF existing site layout**

#### *Available landfill airspace*

The LEMP (2013) states that the life expectancy for Trangie WMF is approximately 50 years (up to 2058).

#### *Other site observations*

The facility was not operational at the time of the February 2020 site inspection, the following observations were made:

- The tipping face was left open (waste exposed)
- The external boundary fence appeared to be in good condition, however the internal fences were in poor condition
- Significant amounts of windblown litter was evident throughout the site and beyond the fence line
- Recyclable waste was observed in various locations around the site and generally segregated/separated but mostly stockpiled on the ground uncovered
- Storage of gas cylinders, fluorescent tubes/lights, smoke detectors and batteries and a waste oil was observed within the storage sheds
- A number of (presumably empty) containers and barrels were observed being stored outside the shed/cages on the ground
- Car batteries were stored in uncovered skip bins
- Yellow lid 240 L recycling bins were stored within a separate storage cage
- Signage was present for the majority (but not all) waste stockpiles
- Where signage was present it is mostly clear and in relatively good condition, however some signs are not visible or have fallen over
- No notable odours were observed

### 4.3.3 Tomingley Transfer Station

#### *Location*

The Tomingley Transfer Station is located on Obley Road, off Newell Highway, Tomingley NSW, which is approximately four kilometres from the Tomingley township and thirty-five kilometres from the Narromine township. The Tomingley Transfer Station covers an area of eight hectares and operates under guidelines of the Tomingley Transfer Station Management Plan (April 2008).

#### *Waste accepted*

The Tomingley Transfer Station accepts similar waste types to those accepted at the Narromine and Trangie WMFs and has separate disposal areas for each waste type received.

The Tomingley Transfer Station services the township of Tomingley and accepts approximately 500 tpa of waste.

The Tomingley Transfer Station allows for separation of paper and cardboard. However, all other recyclables such as glass, plastics and aluminium are co-mingled. Organics and scrap timber are chipped and used for mulch and cover material at other sites. Scrap steel is recycled under a contract with NetWaste. Waste oil and chemical drums are also recycled. Concrete and brick are stockpiled and crushed into gravel and fill. Recyclables and batteries are collected for processing. Tyres are stockpiled.

#### *Existing site infrastructure and assets*

The Tomingley Transfer station consists of a former landfill area, metal stockpiles, various piling areas and site infrastructure.

The existing site infrastructure at Tomingley Transfer Station include the following:

- Site shed
- Drop-off facilities (including large skip bins)
- DrumMUSTER compound

During GHD's site visit in February 2020, no plant or other equipment were observed at the Trangie WMF. Photos from the site inspection are provided below in Photo 4.3.







**Photo 4.3 Tomingley WMF site photos**

Figure 4.3 shows the existing site layout of the Tomingley Transfer station.



**Figure 4.3 Tomingley Transfer Station existing site layout**

The Tomingley Transfer Station has been operating for a few decades and it is understood that its former landfill area predates licensing and planning controls.

#### ***Other site observations***

The facility was not operational at the time of the February 2020 site inspection, the following observations were made:

- Signage was clear and in good condition
- The site was clean and well maintained
- The gate and fences were in good condition
- No notable odours were observed

## **4.4 Community education and engagement**

### **4.4.1 Overview**

#### ***Education programs for Year 2019***

Throughout the year 2019, Council carried out the following community education and engagement initiatives:

- Schools education program
- Recycling information advertisements, such as 'Keep It Simple' and 'Recycle Right'
- Household problem waste information advertisements covering topics such as spring cleaning and wastes from household renovations.
- Social media announces to advertise Council's FOGO anniversary

- Narromine Show
- 'Love Food Hate Waste' campaign
- 'Holiday Recycling' campaign which consisted of reruns of the existing information advertisements such as 'Recycle Right' and 'Compost Right'
- Community newsletter

### ***School education programs***

Community education campaigns through NetWaste are facilitated annually at local schools to promote the benefits of recycling and educate the community on which items are recyclable. For the year 2020, programs offered to schools by Council shall focus on various aspects of waste including collection and recycling services. Council has planned to implement the following waste communications and education campaigns for schools:

- School Waste Education – Promote school programs offered by Council via social media, websites and letters to schools.
- School Sustainability – Public art companies to work with selected schools to create waste-themed murals.
- School Waste Facility Tours – Schools within the Narromine LGA may book tours at the Whylandra Waste Facility.
- School Waste Mentor Pilot – School can work with a facilitator to help achieve waste management goals.

### ***Community newsletter***

Council currently publishes electronic community newsletters with printed copies available at local libraries. Among other themes, the newsletter includes information on topics regarding waste, resource recovery, recycling and litter reduction.

### ***Australian Recycling Industry***

A television campaign that profiles and celebrates Australian companies making new products using recyclables diverted via kerbside collection has been planned for year 2020. This televised campaign is aimed to be aired mid-March 2020 to mid-April 2020 and mid-October 2020 to mid-November 2020.

### ***Plastic Free July***

For the month of July, Council aim to carry out a number of initiatives including community workshops, giveaways of hand-sewn reusable bags and the 'Plug and Play' campaign.

### ***Community workshops***

Talks and workshops for the community run by Eco-organiser are scheduled to occur mid-2020.

## **4.4.2 FOGO service**

Council's FOGO collection services operate under a three-way joint contract with the Dubbo Regional Council and Mid-Western Regional Council. Waste education programs carried out by Council are part of this joint FOGO contract and are implemented throughout the three council LGAs.

Roll-out of the new FOGO service on 1 July 2018 was supported by community education and engagement including, pre-service surveys, FAQ sheets for customers, a project launch press release, updates to Council's website and the 'A new Service is coming' campaign to inform



customers of the FOGO service via social media. Information advertisements in newspapers and local radio stations were used to educate the community and inform residents of the new service. Prior to commencement of the service, the following initiatives were also implemented:

- Distribution of bin roll-out packs consisting of magnets, a calendar and instruction guide for residents.
- Pop-up displays over a timeframe of one week consisting of FOGO banners, flyer handouts and tally enquiries.
- Caddy Campaign, which included flyer hand outs to residents, website updates, radio announcements, newspaper advertisement and a video clip for social media.

Ongoing post roll-out education to support and improve FOGO service diversion rates are carried via radio announcements, television advertisement broadcasts and social media posts. Information advertisements used to date include:

- 'Caddy Liners'
- 'What Goes In'

Community surveys were carried out before and after roll-out of the FOGO service. Findings from these surveys are discussed in Section 4.5.5.

## 4.5 Performance of waste services

Based on waste performances outline in this section, Councils overall landfill diversion rate from recycling and organics processing in 2018/19 was 48%.

### 4.5.1 General waste

Table 4.4 provides a summary of the tonnages, number of bins collected, serviced households and presentation rates of general waste collected in the red bin for kerbside residential collection services at Council's LGA.

**Table 4.4 General waste performance**

	2018/2019 (July – June)	2019/20 (July 2019 to Dec 2019 only)
Total collected	965 tonnes	581 tonnes
Average collected per household per week	6.91 kg/hh/wk	8.12 kg/hh/wk
Base households per service	2,694 households	2,752 households/service
Presentation rate	Limited data	71.63%
Average number of bins collected per service	Limited data	8,550 bins/service
Source:		
JR Richards & Sons, Waste Management Services Contract Management Report - June 2019		
JR Richards & Sons, Waste Management Services Contract Management Report - December 2019.		

### 4.5.2 Recyclables

In 2018/19, Council's recycling diversion rate for residential collection was 20%. The calculated recycling diversion rate is representative of the net total of recyclables sent for processing from all kerbside collections including general waste, recyclables and organics.

Table 4.5 provides a summary of the tonnages, number of bins collected, serviced households and presentation rates of recyclables collected in the yellow bin for kerbside residential collection services.



**Table 4.5 Recycling performance**

	2016/17	2017/18	2018/2019	2019/20 (July 2019 to Dec 2019 only)
Total collected	496 tonnes	432 tonnes	412 tonnes	182 tonnes
Contamination rate (%)	7.95%	7.95%	6.87%	7.70%
Recycling diversion rate <sup>1</sup> (%)	Limited data	Limited data	19.84%	17.24%
Base serviced households per service	Limited data	Limited data	2,260	2,315 households/service
Presentation rate	Limited data	Limited data	Limited data	51%
Average number of bins collected per service	Limited data	Limited data	Limited data	3,387 bins/service
1. Diversion rate is calculated based on net amount of recyclables sent for processing from total tonnages of general waste, recyclables and organics from kerbside collections.				
Source: JR Richards & Sons, Narromine Collection & Processing of Recyclables Report – December 2016. JR Richards & Sons, Narromine Collection & Processing of Recyclables Report – December 2017. JR Richards & Sons, Narromine Collection & Processing of Recyclables Report – June 2018. JR Richards & Sons, Waste Management Services Contract Management Report - June 2019. JR Richards & Sons, Waste Management Services Contract Management Report - December 2019.				

**4.5.3 Organics**

In 2018/19, Council's organics diversion rate for residential collection was 28%. The calculated diversion rate is representative of the net amount of organics sent for processing, from all kerbside collections including general waste, recyclables and organics.

Table 4.6 provides a summary of the tonnages, number of bins collected and presentation rates of organics collected in the green bin for kerbside residential collection services at Council's LGA.

**Table 4.6 Organics performance**

	2018/2019	2019/20 (July 2019 to Dec 2019 only)
Total Collected	558 tonnes	213 tonnes
Contamination rate (%)	3.01%	0.78%
Organics diversion rate <sup>1</sup> (%)	27.98%	21.63%
Base serviced households per service	1,961 households/service	2,020 households/service
Presentation rate	Limited data	31%
Average number of bins collected per service	Limited data	2,727 bins/service
1. Diversion rate is calculated based on net amount of organics sent for processing from total tonnages of general waste, recyclables and organics from kerbside collections.		
Source: JR Richards & Sons, Waste Management Services Contract Management Report - June 2019. JR Richards & Sons, Waste Management Services Contract Management Report - December 2019.		

#### 4.5.4 Supporting services

Table 4.7 states the waste generation from DrumMuster collections and household hazardous/liquid waste collected in the Council's LGA from year 2015 to 2019.

**Table 4.7 Hazardous/liquid waste collection**

		2015-16	2016-17	2017-18	2018-19
Hazardous/Liquid Waste	DrumMuster collections (number of drums)	0	19,749	22,321	-
	Household Hazardous Waste collected (kg)	2,888	3,351	3,769	2,454

Source: State of the Environment Snapshot 2018-19.

#### 4.5.5 Kerbside bin audits

##### *Pre-rollout of FOGO service*

A kerbside bin audit was carried out by JustWaste Consulting prior to commencement of the FOGO service to understand the composition and contamination for the residuals bin and recycling bin. A sample size of 110 residuals bins and recycling bins each was used.

Findings from JustWaste's Kerbside Bin Audit Report (2018) are summarised as follows:

##### **Residuals bin**

- Residual bins were filled to an average of 87% of bin capacity.
- The material collected in the residuals bin weighed an average of 8.5 kg/bin/wk, corresponding to 1.8 kg/hh/wk, with the following average compositions:
  - Residual waste – 1.8 kg/bin/wk (21% by total weight of residuals bin)
  - Recycling – 1.7 kg/bin/wk (20% by total weight of residuals bin)
  - Organics – 5.0 kg/bin/wk (59% by total weight of residuals bin)
- The breakdown of organics with potential for diversion found in the residuals bin:
  - Food scraps – 26% (by total weight of residuals bin)
  - Garden organics – 26% (by total weight of residuals bin)
- The breakdown of recyclables (% by total weight of residuals bin) with potential for diversion found in the residuals bin:
  - Paper and cardboard – 9%
  - Glass – 3.5%
  - Plastics – 5.2%
  - Metals – 2.3%

##### **Recycling bin:**

- Recycling bins were filled to an average of 92% of bin capacity.
- The material collected in the recycling bin weighed an average of 5.2 kg/bin.
- Contamination rate of 17%, with the following items classified as contamination:
  - Domestic waste
  - Bagged recyclables
  - Soft plastics
  - Textiles

- E-waste

### **Post-rollout of FOGO service**

A kerbside bin audit carried out by JustWaste Consulting after commencement of the new FOGO service to investigate the impact of the introduction of the new FOGO service in July 2018. A sample size of 220 residual bins, FOGO bins and recycling bins each was used.

Findings from JustWaste's Kerbside Bin Audit Report (2019) are summarised as follows:

### **Findings**

- FOGO bin compositions indicated some success in diverting garden organics, however there was poor use of the FOGO bin for kitchen organics.
- A significant number (20) of non-contaminated plastic bags filled with organic material was identified in the FOGO bin, indicating a poor understanding of the FOGO service.
- The residuals bin contained an average of 20.94% of recyclables, indication potential for increased diversion.

### **Residual bins**

- Residual bins were filled to an average of 76% of bin capacity.
- The material collected in the residuals bin weighed an average of 10.74 kg/bin/wk, with the following average compositions:
  - Residual waste – 2.79 kg/bin/wk (26% by total weight of residuals bin)
  - Recycling – 2.25 kg/bin/wk (21% by total weight of residuals bin)
  - Organics – 5.70 kg/bin/wk (53% by total weight of residuals bin)
- The breakdown of organics (% by total weight of residuals bin) with potential for diversion found in the residuals bin:
  - Food scraps (unavoidable) – 24%
  - Food scraps (avoidable food wastage) – 11%
  - Garden organics – 4.49%
- The breakdown of recyclables (% by total weight of residuals bin) with potential for diversion found in the residuals bin:
  - Paper and cardboard – 12.98%
  - Glass – 3.64%
  - Plastics – 3.00%
  - Metals – 1.04%

### **Recycling bin:**

- Recycling bins were filled to an average of 71% of bin capacity.
- The material collected in the recycling bin weighed an average of 5.5 kg/bin.
- Contamination rate of 11.89%, with the following top items classified as contamination:
  - Clothing & wearables
  - E-waste
  - Non-recyclable soft plastic
  - Scrap metal
  - Soiled food packaging.

### **FOGO bin:**

- FOGO bins were filled to an average of 50% of bin capacity.
- Composition dominated by garden waste (90.73%)
- The material collected in the FOGO bin weighed an average of 10.32 kg/bin
- No contamination was found in the FOGO bin.
- The average composition in FOGO bins were:
  - Garden waste – 90.74%
  - Food organics – 8.92%
  - Soiled paper, cardboard and food packaging – 0.34%

### **4.5.6 Surveys**

#### ***Pre-rollout of FOGO service***

A community benchmarking survey was conducted April 2018, prior to commencement of the FOGO service to provide insights into the practices and knowledge of the target community. The study was undertaken by WRI via online surveys and telephone interviews.

A total of 245 residents within the Narromine LGA partook in the survey. Results from the surveys conducted by WRI in 2018 suggested that:

- 44% of respondents place some or all of their organics waste in the general waste bins
- 68% of respondents place some or all their food waste in the general waste bins. The next most popular response was feeding it to animals.
- 59% of respondents were aware of the new FOGO service
- 77% of respondents felt that their household did not produce too much food waste
- 82% of the respondents did not want to learn about how to reduce food waste
- 20% of the respondents did not see themselves using the FOGO service
- On average, respondents reported a rating of 5.8 for importance of the FOGO service (Based on a scale of 0 to 10, where 0 is not important at all and 10 is very important)

#### ***Post-rollout of FOGO service***

A follow-up survey was conducted in March 2019, after rollout of the FOGO service to identify differences in community behaviour and understand the effectiveness of community engagement undertaken for the new FOGO service.

A total of 237 residents within the Narromine LGA partook in the survey. Results from the surveys conducted by WRI in 2019 suggested that:

- 99% of respondents were aware of the new FOGO service
- 85% of respondents dispose of garden organics waste using the new FOGO service
- 69% of respondents dispose of food waste using the FOGO bin, 25% reported feeding it to animals, 15% compost or mulch the waste and 14% dispose of it in the general waste bin. This shows an improvement from the pre-rollout survey which found that 68% of the respondents put their food waste in the general waste bin.
- Respondents who dispose of food waste into the general waste bin (69%) indicated that they do so for the following reasons:

- Using general waste bins is more convenient (33%)
- The hygiene, smell and vermin attracted by the FOGO bin was not acceptable (13%)
- Insignificant amounts of food waste generated to warrant use of the FOGO bin (13%)
- Respondents who do not use the FOGO bins regularly (23%) indicated the following reasons for their behaviour:
  - Insignificant amounts of food waste generated to warrant use of the FOGO bin (55%)
  - Food waste is used for compost or animal feed (27%)
  - The hygiene, smell and vermin attracted by the FOGO bin was not acceptable (8%)
- 88% of respondents did not want to learn about how to reduce food waste
- On average, respondents reported a rating of 7 for importance of the FOGO service (Based on a scale of 0 to 10, where 0 is not important at all and 10 is very important)
- Pre-rollout and post-rollout surveys showed that community understanding of items that can go into the FOGO have improved. The percentage of respondents who understood that the following items can be put into the FOGO bin are:
  - Lawn clippings (98%)
  - Fruit and vegetable waste (97%)
  - Woody garden material (90%)
  - Meat waste (85%)
  - Council's caddy liners (84%)
  - Soiled paper and cardboard (65%)
  - Animal manure (56%)
- The preferred methods of communication are as follows:
  - Pamphlet (34%)
  - Council newsletter (24%)
  - Council website (15%)
  - Facebook (10%)
  - Council Customer Service Centre (9%)

## **4.6 Performance of waste infrastructure and assets**

### **4.6.1 Environmental performance**

#### **Groundwater**

Based on environmental monitoring at Narromine WMF conducted in June 2019 by Premise NSW Pty Ltd, flow direction from groundwater levels could not be determined from collected data. However, the surrounding topography of the region is relatively flat, and groundwater connectivity with local drainage is considered to be highly unlikely.

Groundwater quality samples were also taken and assessed to criteria (where relevant) adopted from Australian and New Zealand Environment and Conservation Council (ANZECC) Agriculture and Resource Management Council of Australia and New Zealand (ARMCANZ) *Australian and New Zealand Guidelines for Fresh and Marine Water Quality 2000 – Primary Industries: Water quality for irrigation and general water use* (Premise, 2019).

### *Surface water*

Surface waste sampled were unable to be collected during the June 2019 monitoring round (Premise, 2019).

## **4.6.2 Regulatory compliance**

### *Narromine WMF*

The Narromine WMF operates under EPL No. 6055 and it is subject to compliance of the licence requirements.

Key findings from a general EPL compliance audit conducted for the Narromine WMF in June (Robert Baily Consulting) and Council's actions in addressing non-compliances are as follows:

- Offensive odour was generally not apparent at site boundaries. However, odour emanating from the deceased animal trench was observed which may be non-complaint to the EPL requirement for offensive odours to be confined within the site boundaries (Condition L4.1).
  - To address this, Council decommissioned the trench and now landfills deceased animals in the general landfill cell.
- The plant used onsite was unlikely to be achieving desired compaction rates, which is non-compliant to the EPL requirement to minimise utilisation of airspace through compaction (Condition L3.3). The Narromine LEMP also states a requirement to achieve a minimum of 650 kg/m<sup>3</sup> for waste compaction.
  - To address this, Council now uses a Landfill Compactor daily to achieve the compaction rate in accordance with the EPL.
- Filling plans were not prepared, which is non-compliant to the EPL requirement maintain a filling plan (Condition O6.6).
  - To address this, Council engaged a consultant to develop filling plans and final landform plans (Robert H. Amaral 2018a and 2018b)

Key findings from a general compliance audit of the Pollution and Incident Response Management Plan (PIRMP) conducted for the Narromine WMF in June (Robert Baily Consulting) are as follows:

- A copy of the PIRMP was not held at the site's gatehouse
  - Council currently keep a copy if the PIRMP at the site's gatehouse.
- The inventory of potential pollutants kept at the premises or used in carrying out activities at the premises required an update.
- A description of the safety equipment or other devices that are used to minimise the risks to human health or the environment and to contain or control a pollution incident required at update.
- Details of the mechanisms that will be used for providing early warnings and regular updates to the owners and occupiers of premises who may be affected by an incident occurring on the premise required an update.
- Staff had not received suitable training in accordance with the PIRMP.
- The PIRMP for Narromine WMF was not made available to the public through the Council's website.

In addition to the above, a general review of the operational activities At Narromine WMF and its compliance with licence requirements was conducted in 2013 by Blue Sky Environmental). Key findings from the review that may still be currently relevant are as follows:

- Tyres were stockpiled in a clearly defined area, however records of the tonnages of tyres received onsite were unclear. The total tonnes of tyres stored onsite should not exceed 20 tonnes at any one time.
  - To address this, tyres are now stored within a cage prior to being collection for processing as part of the NetWaste tender.
- Appropriate monitoring and reporting requirements were maintained.
- The Narromine WMF has six (6) groundwater monitoring bore locations under the EPL, two (2) of which are located on private land and may have access issues. It was recommended for Council to continue its groundwater monitoring and investigate the effectiveness of the groundwater monitoring requirements.
- It was observed that both leachate and surface water at the site were treated similarly. It was recommended that the sediment dams should not to be contaminated with leachate.
- The landfill operational staff were observed to be appropriately trained. However it was identified that were on-site activities that were non-compliant with the EPL and LEMP.

## **4.7 Current finances**

### **4.7.1 Contracts**

#### **Collection & processing**

JR Richards & Sons was awarded a ten (10) year contract starting April 2010 to June 2020 for collection and processing services for domestic properties commercial properties and schools, as agreed with Council. This contract has been extended up to June 2028. Collection and processing fees based on the initial ten (10) year contract (*Recyclables Collection and Processing Services Contract*) dated 23 April 2010 states the following collection rates:

#### **Collection fees**

- Residential recyclables (240L bins) – \$1.51/service
- Commercial recyclables (240L bins) – \$1.51/service
- Recyclables Public drop-off (3 m<sup>3</sup> bin) – \$22.65/service
- Public Places (Recycling) – \$3.53/service

#### **Processing fees**

- Recyclables (compaction rate of 180 kg/m<sup>3</sup>) – \$144.29/tonne

### **4.7.2 Residential kerbside fees**

Council charges the following residential kerbside fees for 2020/21 to cover collection costs of residuals bins and recycling bins:

- \$395 per bin per annum for weekly domestic waste collection
- \$105 per bin per annum for fortnightly recyclables collection
- \$84 per bin per annum for weekly FOGO collection

A charge of \$88 per annum exists for all rural land (for residents outside the service area) for waste depots.

### 4.7.3 Commercial fees

Council charges the following fees for year 2020/21 to cover collection costs of residuals bins and recycling bins for commercial premises:

- \$400 per bin per annum for weekly domestic waste collection
- \$105 per bin per annum for fortnightly recyclables collection
- \$162 per bin per annum for weekly FOGO collection (optional)

### 4.7.4 Current annual expenses

Table 4.8 provides a summary of Council's waste management expenses in 2019/20.

**Table 4.8 Capital costs and operational and maintenance expenses in 2018/19**

		Domestic	Commercial
Capital costs	Contractors & Purchases	\$1,055,944	\$247,333
Operational and maintenance costs	Administration	\$331,674	\$59,339
	Collection	\$23,027	\$7,200
	Equipment maintenance	\$23,108	\$7,703
	Others	\$74,532	\$10,806
<b>TOTAL</b>		<b>\$1,508,285</b>	<b>\$332,380</b>

### 4.7.5 Current annual income

Table 4.9 provides a summary of Council's waste management income in 2019/20.

**Table 4.9 Income in 2018/19**

	Domestic	Commercial
Disposal and processing fees	\$139,529	\$187,839
Waste depot income	\$105,168	\$22,817
Waste management annual charge	\$-1,175,048	\$207,111
Grants	\$0	\$0
Others	\$0	\$1,460
<b>TOTAL</b>	<b>\$1,419,745</b>	<b>\$419,226</b>

### 4.7.6 Existing financial plans

#### Short-term plans

Council has developed a four-year *Delivery Program 2017-18 / 2020-21* and a ten-year Community Strategic Plan (*Narromine Shire Council Community Strategic Plan 2027*). Council has also developed annual operational plans detailing Council's activities and budget under its Delivery Program.

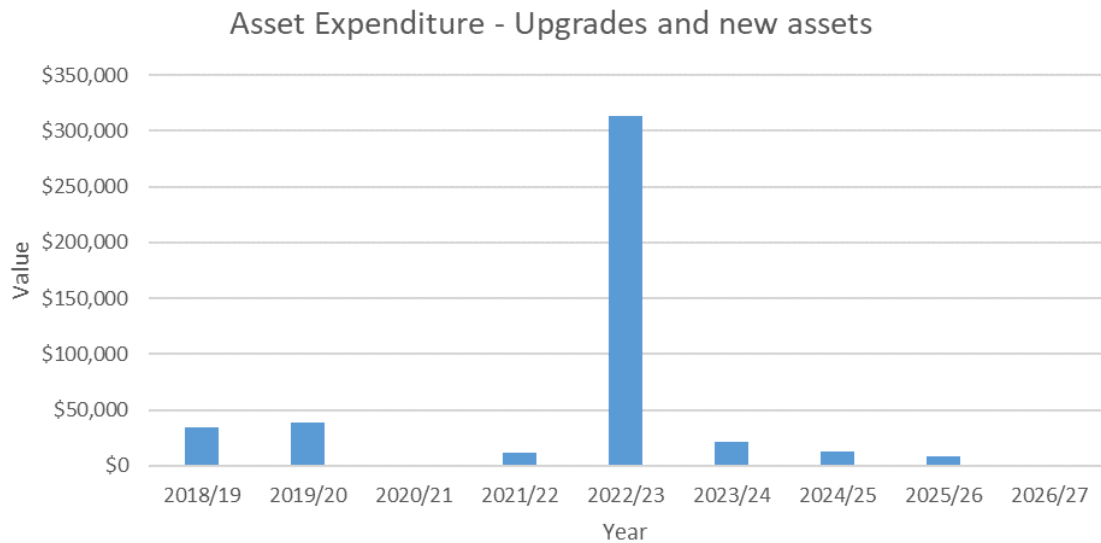
The *2018-19 Operational Plan* states that Council has included a provision of \$51,026 for annual servicing of waste plant equipment in its Long Term Financial Plan.

#### Long-term plans

Council's asset management plan for waste services (*Asset Management Plan – Waste (AMP3)*) details a ten-year program for new assets and upgrades to existing waste management assets. Figure 4.4 summarises the estimated expenditure for the ten-year program stated in the asset management plan. The asset expenditures listed in the asset



management plan were identified from various sources such as community requests, recommendations from strategic plans and statutory regulatory requirements.



**Figure 4.4 Asset expenditure - 10-year plan (NSC, Asset Management Plan – Waste (AMP3))**

Table 4.10 summarises the projected expenditure for Council’s ten-year long-term financial plan. The expenditure projections from year 2019-20 to 2026-27 are in non-inflated values from year 2017.

**Table 4.10 Expenditure projections – Long-term plan (NSC, Asset Management Plan – Waste (AMP3))**

Year	Operations	Maintenance	Capital renewal	Capital upgrade
2017-18	\$1,225,867	\$108,000	\$20,800	\$13,643
2018-19	\$2,169,668	\$110,700	\$38,911	-
2019-20	\$2,388,071	\$123,927	-	-
2020-21	\$2,606,474	\$137,154	-	\$12,229
2021-22	\$2,824,877	\$150,381	\$3,6890	\$310,000
2022-23	\$3,043,280	\$163,608	\$21,601	-
2023-24	\$3,261,683	\$176,835	\$10,617	\$1,957
2024-25	\$3,480,086	\$190,062	\$8,064	-
2025-26	\$3,698,489	\$203,289	-	-
2026-27	3,916,891	\$216,516	-	-

## 4.8 Financial and cost recovery review

A financial model was developed to provide a snapshot of waste and resource recovery cost rates on a per tonne and per serviced household basis for residential kerbside services. The cost rate was based on financial and collection data for year 2018/19.

Table 4.11 shows the cost rates for residential general waste, recycling and FOGO services provided by Council in year 2018/19. The costs rates include the following three (3) operational costs for residential general waste, recycling and FOGO services (refer to Table 4.8 for cost values):

- Collection costs
- Bin, caddy and liner supply costs

- Disposal and processing costs

The annual costs per serviced household assumes that households are serviced as per current collection frequency (weekly collection for general waste and FOGO and fortnightly collection for recycling).

**Table 4.11 Cost rates for residential kerbside services**

Waste / Resource type	Annual cost per tonne collected	Annual cost per serviced household
General Waste	\$225/yr/tonne collected	\$80/yr/serviced household <sup>1</sup>
Recycling	\$525/yr/tonne collected	\$95/yr/serviced household <sup>2</sup>
FOGO	\$520/yr/tonne collected	\$150/yr/serviced household <sup>3</sup>
Notes:		
1. Assumes weekly service to households.		
2. Assumes fortnightly service to households.		
3. Assumes weekly service to households.		

## 5. Strategic context

### 5.1 National

#### 5.1.1 National Waste Policy

The Commonwealth Government adopted the National Waste Policy on 5 November 2009. The policy builds on the 1992 National Strategy for Ecologically Sustainable Development and attempts to reduce the impact to the environment from waste disposal. It also seeks to enhance, build on or complement existing policy and actions at all levels of government. This policy sets the direction for Australia to produce less waste for disposal and manage waste as a resource to deliver economic, environmental and social benefits.

The 2018 National Waste Policy provides a framework for collective action by businesses, government, communities and individuals until 2030. The National Waste Policy identifies the following waste management goals:

- Avoid waste
- Improve resource recovery
- Increase use of recycled material and build demand and markets for recycled products
- Better manage material flows to benefit human health, the environment and the economy
- Improve information to support innovation, guide investment and enable informed consumer decisions.

#### 5.1.2 Australian Packaging Covenant

Australian Packaging Covenant, an agreement between Australian, state and territory governments and the packaging industry which aims to reduce the environmental impacts of consumer packaging with shared responsibility. Its goal is to optimise resource recovery of consumer packaging through the supply chain and prevent the impacts of fugitive packaging on the environment.

In 2018, APCO launched the 2025 National Packaging Targets to provide guidance to deliver a new sustainable pathway for packaging in Australia. The four targets identified are as follows:

- 100% reusable, recyclable or compostable packaging
- 70% of plastic packaging being recycled or composted
- 30% of average recycled content included in packaging
- The phase out of problematic and unnecessary single-use plastics packaging.

### 5.2 State

#### 5.2.1 NSW EPA Waste Avoidance and Resource Recovery (WARR) Strategy 2014-21

The NSW Waste and Resource Recovery Strategy 2014-21 (WARR Strategy) was released in December 2014 and is a key component of the Government's vision for the environmental, social and economic future of the state.

The strategy aims to reach the following targets for 2021-22:

- Avoiding and reducing the amount of waste generated per person in NSW
- Increasing recycling rates to:

- 70% for municipal solid waste (from 52% in 2010-11)
- 70% for commercial and industrial waste (from 57% in 2010-11), and
- 80% for construction and demolition waste (from 75% in 2010-11)
- Increasing waste diverted from landfill to 75% (from 63% in 2010-11)
- Managing problem wastes better, establishing 86 drop-off facilities across NSW
- Reducing litter, with 40% fewer items by 2017 (2012 as baseline), and
- Combatting illegal dumping, with 30% fewer incidents (compared to 2011) by 2017.

### **5.2.2 Waste Less, Recycle More**

The Waste Less, Recycle More initiative supports the NSW WARR Strategy by providing funding through the waste levy for waste and recycling improvements across NSW. The initiative provides funding for business recycling, organics collections, market development, managing problem wastes, new waste infrastructure, local councils and programs to tackle illegal dumping and litter.

The Waste Less, Recycle More funding priorities for 2017-21 are as follows:

- Local government waste and resource recovery.
- Illegal dumping prevention and waste enforcement: This includes the following grant funding:
  - The Aboriginal Land Clean Up and Prevention Program, supporting Aboriginal Land Councils across NSW to clean up and prevent illegal dumping on their land and care for Country.
  - The Combating Illegal Dumping: Clean Up and Prevention program, which funds councils and other public landowners to detect, investigate and prosecute illegal dumping.
  - Reducing Illegal Dumping on NSW Charitable Recyclers Program.
- **Household problem wastes:** Funding available for households problem wastes include the following:
  - The Community Recycling Centre Fund provides \$14.35 million to establish and service a network of permanent drop-off facilities for people to recycle or safely dispose of selected common household problem wastes for free.
  - Household Chemical CleanOut provides \$11 million for a partnership program with local councils to support mobile collection services for safe disposal of household chemical products, including household cleaners, pool and hobby chemicals and pesticides.
- **Waste and recycling infrastructure:** The two key programs for new recycling facilities or upgrades to existing recycling or manufacturing facilities include the following:
  - Product Improvement Program provides industry an opportunity to identify new uses and markets for recyclable materials, and to develop local processing and remanufacturing capability to help ensure services are maintained in future years.
  - Major Resource Recovery Infrastructure Program for new council and private sector facilities.
- **Organics infrastructure:** Funding available for organics infrastructure include the following:
  - Organics Collections, which provides funding for new or enhanced kerbside collection services for food and garden organics waste.

- Organics Infrastructure (Large and Small) Program, which supports new and enhanced infrastructure and on-site processing for organic waste, food donation projects and council run home composting programs.
- Love Food Hate Waste education, which supports programs to raise awareness of food waste and help NSW households and businesses reduce the amount of wasted food sent to landfill.
- Food Donation Education, which provides funding for awareness-raising and other education activities to increase the volume of surplus food being donated for redistribution to people in need.
- Organics Market Development grants for projects that develop new markets or expand existing markets for recycled organics.
- Litter prevention and enforcement
- **Business recycling:** Grants available for businesses include the following:
  - Bin Trim grants fund free waste assessments for NSW businesses and provide support to boost business recycling and reduce waste to landfill.
  - Bin Trim rebates fund up to half the purchase price of onsite small-scale recycling equipment for businesses, from \$1,000 to \$50,000.
  - Circulate, NSW EPA Industrial Ecology grants fund projects that enable waste from one company to be used as an input for another.
  - The Civil Construction Market Program improves resource productivity, reducing the costs of coordination and minimising the risks involved in making waste from one civil construction project a useful input into another civil construction project
  - The Australian Packaging Covenant co-funds infrastructure to recycle packaging and make its use more sustainable.
- Recycling Innovation Fund.
- Heads of Asbestos Co-ordinating Authorities.

## 5.3 Regional

### 5.3.1 NetWaste Regional Waste Strategy 2017-2021

NetWaste is a collaborative environmental management project sponsored by the NSW Environment Protection Authority (EPA) and the Central West (CENTROC) and Orana Regional Organisation of Councils (OROC), located in the central and western regions of New South Wales, Australia.

The region comprises 26 councils, covering a total area of 310,000 square kilometres and supports a population of more than 400,000 people, including Narromine Shire Council. NetWaste is supported financially by the NSW EPA Waste Less Recycle More initiative funded from the waste levy.

The NetWaste Regional Strategy aims to progress towards the NSW EPA WARR targets (listed in Section 5.2.1 of this report). In order to achieve these targets, the NetWaste Regional Waste Strategy includes an Action Plan to ensure improvements towards better waste management.

Key actions stated in the NetWaste Action Plan that could be relevant to Council include the following:

- Continue to Implement the priorities of the NetWaste Education Strategy (What Waste Where 2013-2022) priorities in support of the NetWaste Strategic Planning process
- Broaden reach of food waste reduction messages to smaller regional communities

- Continue to provide support for Regional Education initiatives particularly in noncontract school & community education & other relevant projects/events that support NetWaste strategic focus
- In consultation with the NetWaste Education Sub Committee identify localised community engagement strategies designed to improve participation and outcomes from recycling services in local communities
- In consultation with the Education Sub Committee undertake regional communication initiatives that support identified projects e.g. targeted social media campaigns, regional advertising promoting group identified issues (e.g. BYO cup, Love Food Hate Waste & recycling contamination)
- Support the introduction of the new Container Deposit Scheme by working with member Councils and appointed Scheme Coordinator & Network Operator
- Provide assistance to rural/ regional NetWaste Councils to develop Waste Management Strategies and Action Plans
- Develop locally appropriate initiatives to address issues with asbestos in small communities
- Investigate ways of improving collection and disposal of problem wastes in more remote LGAs
- Research and develop resources for use of chipped garden organics by Councils and community with due consideration to requirements of the NSW EPA Exemptions.
- Investigate and identify regional illegal dumping solutions

### **5.3.2 NetWaste Strategic Recycling Plan 2018-2023**

The NetWaste Strategic Recycling Plan provides guidance for regional dry recycling services and an action plan to work towards improved and sustainable recycling services. The Plan consists of five (5) action areas as listed below.

1. Achieve greater regional independence and adaptability through a more unified approach
2. Assist and support development of greater regional processing capabilities and product reuse
3. Ensure financial viability of dry recycling services
4. Provide higher quality, less contaminated products and materials for recycling
5. Develop greater community ownership and understanding of sustainable dry recycling

Development of Strategic Recycling Plan involved a review of available data, policies and strategic action and two workshop with participating councils (including Narromine Shire Council). Consultation with contracted recycling service providers was also undertaken,

Opportunities identified in relation to recycling services in the Strategic Recycling Plan include the following:

- Space of improvement for quality of collected materials
- Development of new regional services/technologies, such as processing low-grade paper with organics and/or processing into heat bead/briquettes)
- Improvement of community knowledge on recyclable items through community education
- Add value to recycling materials locally
- The existing rail network provides options for transport of raw and/or processed materials

- Local processing of recyclables

Issues identified in relation to recycling services in the Strategic Recycling Plan include the following:

- Unforeseen increases of processing fees (Up to \$60/tonne)
- Market security and demand for recyclables
- Market dominance
- Future impose of waste levy
- Consideration of future contract specifications to have greater market transparency and risk-sharing issues.

### **5.3.3 NetWaste Education Strategy 2013 to 2022: 'What Waste Where'**

The Education Strategy provides a roadmap to facilitate councils and communities in moving towards better waste management via education. The Education Strategy works towards achieving the following outcomes:

- Increased community 'ownership' of producing less waste.
- Increased delivery of high quality education that promotes improved waste management practices that provide financial, societal and environmental benefits to NetWaste, Councils, communities and businesses.
- Increased understanding of waste issues among community leaders, including those in Councils, communities and key opinion leaders.
- Increased waste appropriate behaviours across communities, schools and business sectors within NetWaste Councils:
  - More recycling/resource recovery
  - Less dumping and littering
  - Less waste being generated
  - Improved organics management
  - Reduced waste to landfill.
- Increased Council motivation and capacity to educate about waste more effectively.

## 6. Drivers for change

### 6.1 What is working well?

Based on the situational review, the following waste management operations and services are working well for Council:

- Participation in the joint FOGO contract with the Dubbo Regional Council and Mid-Western Regional Council has resulted in a good level of diversion of garden organics from the general waste (red bin) stream. Kerbside audits showed that the proportion of garden organics in the red general waste bin reduced from 26% (pre-rollout of FOGO service) to 5% (post-rollout of FOGO service), implying that the FOGO service successfully increased garden organics diversion by 21%.
- Contamination levels in the FOGO bin are low, which indicates a good level of community understanding of what cannot be placed into the FOGO bin.
- The joint waste communications and education initiative under the FOGO contract is resulting in greater community engagement around waste management issues.
- Affiliation with NetWaste including participation in the NetWaste Contracts for pickup of recyclable materials (such as scrap metals etc) and other waste reduction projects.
- The existing three (3) waste management facilities under Council's management are sufficient in servicing the community's needs - including locations, wastes accepted and operating hours. There is no evidence of demand for Council to open a new waste management facility or transfer station or extend operating hours. However Council could consider options for rationalisation of these facilities and operational improvements, as proposed in the action plan in Section 7.3.
- The fortnightly kerbside recycling services is being well utilised with 2018 data showing that an average of 92% bin capacity being reached (JustWaste 2018). More recent data is required to confirm if current recycling bin capacities are similar.
- The weekly kerbside general waste (red lid) bins are being well utilised with 2018 data showing bins being filled to an average of 87% of bin capacity (JustWaste 2018). More recent data is required to confirm if this number has reduced further as the FOGO service matured.
- The recent change to the token system for bulky waste disposal.

### 6.2 What can be improved?

Based on the situational review, the following can be improved:

- Infrastructure planning at the three existing waste management facilities including developing up to date filling plans and ensuring forward planning for site closure, rehabilitation and where relevant, conversion/change of use
- Operational practices at the three existing waste management facilities including reducing the size of the tipping face, reassessing capping materials, more regular reviews of compliance and reviewing the monitoring program requirements
- Future financial planning to incorporate forecast construction, closure, rehabilitation and environmental management costs



- The amount of diversion of FOGO from the residuals/garbage bin to the FOGO bin (and thereby reduce the amount of waste requiring landfill disposal) through waste education and community engagement

## 7. Strategies and actions

### 7.1 Vision

Council's vision is:

***“to plan and implement actions and solutions that will assist Council in providing sustainable, cost effective and efficient waste management services to the Narromine Shire Community.”***

### 7.2 Overarching strategies

To align with Council's current waste management operations and vision, the following overarching waste strategies have been identified:

- Improve waste management infrastructure planning and operations and comply with EPA requirements and regulations
- Provide efficient, sustainable and cost effective waste management and collection services to the community of Narromine LGA
- Increase landfill diversion and recycling through community engagement – consistent with the National, State and Regional strategic and policy framework

A number of specific actions have been identified (in Section 7.3 below) for each overarching strategy objectives based on the situational review and issues identification process.

### 7.3 Action plan

Table 7.1 identifies the proposed actions to meet the overarching strategies.

**Table 7.1 Action plan**

Key area	Proposed actions	Timing
Improve waste management infrastructure planning and operations and comply with EPA requirements and regulations – Narromine Waste Management Facility	Reduce size of active tipping face at the Narromine Waste Management Facility to minimise leachate risks during landfill operations.	Short-term (3 months)
	Reassess material currently used for intermediate capping at the Narromine Waste Management Facility. Intermediate capping material should not promote erosion or sedimentation.	Short-term (3 months)
	Update the current filling plan and final landform plan for the Narromine Waste Management Facility (developed by Robert H. Amaral, 2018) every six months (at the least) in order to comply with Condition O6.6 of the site's EPL (No, 6055). The six monthly volumetric survey data can be used for this purpose.	Every six months
	Formalise an approved final landform based for the Narromine Waste Management Facility on the final landform developed by Robert H. Amaral	Short-term (3-6 months)

Key area	Proposed actions	Timing
	(2018) (with the proposed overtopping) and update the site's EPL accordingly.	
	<p>Engage a consultant to develop a detailed design for future capping construction at the Narromine Waste Management Facility to meet the site's EPL requirements and to allow for management measures required such as surface water, leachate and landfill gas management. This will allow Council to progress towards landfill closure and source on-site and suitable materials required for capping and revegetation.</p> <p>The current filling plan (Amaral, 2018) lists a different capping profile than Condition O6.8 of the site's EPL. The final cap design should be in accordance with the EPL.</p>	Short-term (3-6 months)
	<p>Revise the groundwater monitoring bores and monitoring program at the Narromine Waste Management Facility in consultation with the EPA.</p> <p>This should include decommissioning bores that can no longer be monitored (due to damage/inaccessibility) and potentially installing an additional bore onsite to better assess any direct effects on landfilling works on groundwater quality. At present, only one (1) bore is located onsite.</p>	Short-term (3-6 months)
	Investigate option to extend landfill life by an additional 16 year (up to 2054) by increasing the landfill height by 4m. A design and filling plan will be required as part of the investigation works.	<p>Long term (approx. 2028)</p> <p>or ten years prior to the completion of the current landfill operations</p>
	<p>Undertake an assessment into the feasibility of expansion of the Narromine Waste Management Facility into the adjacent property (Lot 7002 DP 1029073).</p> <p>The feasibility assessment for expansion should be conducted approximately ten years prior to the completion of the current landfill operations at the Narromine Waste Management Facility. Based on the estimated life expectancy of the current operations up to 2038 (Robert A. Amaral, 2018b), the feasibility assessment should therefore be</p>	<p>Long term (approx. 2028)</p> <p>or ten years prior to the completion of the current landfill operations</p>

Key area	Proposed actions	Timing
	conducted in 2028. However, the timing may differ based on the actual fill rates and airspace used.	
	<p>Cease landfilling operations at the Narromine Waste Management Facility and rehabilitate the landfill in the next 15-20 years.</p> <p>Convert the Narromine Waste Management Facility into a transfer station (pending outcomes of the feasibility assessment for the landfill expansion into the adjacent property).</p>	Long term (approx. 2038)
Improve waste management infrastructure planning and operations and comply with EPA requirements and regulations – Trangie Waste Management Facility	<p>Develop a filling plan for the Trangie Waste Management Facility to facilitate a systematic approach towards landfill closure and help minimise leachate risks.</p> <p>The filling plan should include final landform heights, final cap arrangement and staging for final capping – with a view to cease landfilling by 2028.</p>	Short-term (3 months)
	<p>Cease landfilling operation at the Trangie Waste Management Facility by 2028 as per developed filling plan.</p> <p>This timing may differ based on actual fill rates and airspace used.</p>	Long term (approx. 2028)
	<p>Convert the Trangie Waste Management Facility to a transfer station upon closure. Transfer offered services to Narromine Waste Management Facility by 2028 to align with collection contract renewals with J.R.R. Richards.</p>	Long term (approx. 2028)
Improve waste management infrastructure planning and operations and comply with EPA requirements and regulations – Tomingley Transfer Station	<p>Continue to operate Tomingley Transfer Station with limited opening hours.</p>	Ongoing
	<p>Review operations in 2028 (including consideration of closure) to align with collection contract renewals with J.R.R. Richards.</p>	Long term (approx. 2028)
Improve waste management infrastructure planning and operations and comply with EPA requirements and regulations – all	<p>Conduct regular (e.g. yearly) internal audits of WMFs to ensure compliance with internal procedures and EPL requirements</p>	Annually
	<p>Develop an audit framework that can be applied to all waste infrastructure sites.</p>	Short-term (3 months)
	<p>Develop a financial model to inform waste management including provision of future infrastructure and ongoing service needs.</p>	Short-term (3 months)

Key area	Proposed actions	Timing
	Prepare development controls to introduce requirements for builders and developers to prepare “Waste Management Plans” when submitting development and construction certificate applications to Council to improve and increase separation. This could include preparation of a template to simplify the process and guide developers;	Short-term (3 months)
Provide sustainable and improved waste management and collection services to the community of Narromine LGA	Update the asset management plan for waste services regularly – incorporating forecast asset replacement needs	Annually
	Investigate and monitor EPA or other grants/funding opportunities to support resource recovery programs/projects	Commence short-term (3 months) then annually
	Forecast future rationalisation costs including construction, landfill closure, rehabilitation and environmental management costs and incorporate these into a long term financial plan (and where appropriate set aside in the Reserve)	Short-term (3-6 months)
	Maintain affiliation with NetWaste to facilitate implementation of waste reduction projects accessible to Council	Ongoing
	Retain weekly collections of the red general waste bin up to June 2021	Ongoing
	Conduct an audit in June 2021 to confirm if bin capacities have reduced since the 2018 audit. Reassess frequency of general waste (red lid) bin collections from weekly to fortnightly based on findings of June 2021 audit.	Medium-term (June 2021)
	Continue to provide the existing kerbside recyclable service (fortnightly)	Ongoing
	Continue to participate in the three-way joint contract with Dubbo Regional Council and Mid-Western Regional Council for the FOGO service.	Ongoing
	Continue to roll out FOGO collection services to commercial businesses (frequencies of collection on a case-by-case basis).	Ongoing
Investigate the possibility of providing smaller bin sizes with a variable charging scheme for smaller bins.	Medium-term (12-18 months)	



Key area	Proposed actions	Timing
<p>Increase landfill diversion and recycling through community engagement – consistent with the National, State and Regional strategic and policy framework</p>	<p>Continue to support the waste education program that forms part of the FOGO service and provide feedback to the coordinator seeking focus on improving diversion of food waste to the FOGO bin and contamination in the recycling bin.</p> <p>In particular for organics:</p> <ul style="list-style-type: none"> <li>– Increase community education and engagement on what can be included in the FOGO bin (all kitchen organics, meat, tissues), while emphasising the success of low contamination rates.</li> <li>– Continue ‘Love Food Hate Waste’ campaigns</li> <li>– Use stickers on bins to show what can go into the FOGO bin. Stickers should also show that garden organics should not be put into plastic bags. Kerbside audits indicated that plastic bags containing garden organics have been used in the FOGO bins</li> <li>– Carry out FOGO bin campaigns in schools</li> </ul> <p>In particular for recycling:</p> <ul style="list-style-type: none"> <li>– Use stickers on recycling bins to show what can go in.</li> <li>– Continue recycling information advertisements, such as ‘Keep It Simple’ and ‘Recycle Right’</li> <li>– Promote recycling of soft plastics in the local supermarkets</li> </ul>	<p>Short to medium-term (3-18 months)</p>
	<p>Provide information to residents via rates notices or as part of community newsletters on services available at waste management facilities for e-waste and hazardous waste drop-off to reduce red general waste bin collections</p>	<p>Ongoing – with community newsletters</p>
	<p>Investigate the most appropriate manner in which community representatives that are enthusiastic about waste management can contribute to, and support Council, with the ongoing management of waste and development of waste initiatives</p>	<p>Ongoing</p>

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## **9. Limitations**

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 17/[https://projectsportal.ghd.com/sites/pp01\\_01/narromineshirecounci2/ProjectDocs/12520501-REP\\_Waste Management Strategy.docx](https://projectsportal.ghd.com/sites/pp01_01/narromineshirecounci2/ProjectDocs/12520501-REP_Waste Management Strategy.docx)

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# Fixing Local Roads

## Program Guidelines



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## Message from the Minister

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The NSW Government understands that many rural and regional councils in NSW are struggling to cope with the financial burden of maintaining local roads. We recognise that this task is even tougher during economic challenges and times of drought.

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Fixing Local Roads is a game-changer for regional and rural councils in NSW. This five-year \$500 million program is specifically designed to help regional and rural councils carry out vital maintenance and repair work on local roads. It is an investment in the road network that our families use every day that underpin our regional economies and that drive growth.

Delivering better roads mean safer, faster and more reliable trips enabling our communities to grow, businesses can thrive and local motorists can get home sooner and safer.



Paul Toole  
Minister for Regional Transport and Roads

The Fixing Local Roads Program will be delivered in multiple rounds and is available to 93 regional councils, Unincorporated Far West and Lord Howe Island which will be able to apply for grants to repair priority local roads.

In 2020, the Australian Government committed an additional \$191 million to the Fixing Local Roads program to support economic activity in regional NSW. This increased the total funding for the Fixing Local Roads program to \$691 million.

Round 1 of the Fixing Local Roads Program has seen funding of over \$243 million provided to 84 councils to deliver 253 projects.

Through Fixing Locals Roads, the NSW Government is supporting regional and rural NSW to be a great place to live and work.

I look forward to seeing the impact this program has in our communities.



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## Introduction

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The NSW Government has committed \$500 million to a Fixing Local Roads program to improve council roads across rural and regional NSW. This investment will help reduce the maintenance backlog for councils, targeting roads that do not meet the freight significance or benefit to cost ratio (BCR) requirements of the current Fixing Country Roads (FCR) program. Fixing Local Roads aims to fund improvements to local roads that will deliver smoother, safer and more reliable journeys.

Councils are now invited to submit applications for the next round of the program to further support investment in road improvements.

These guidelines provide an overview of the Fixing Local Roads Program, the eligibility criteria, and details about the application and assessment process which have been refined for Fixing Local Roads Round 2.

## Overview

---

Fixing Local Roads will provide funding to councils to repair, maintain or seal priority or important local roads.

In recognition of the changing economic environment and need to stimulate regional economies, we have refined the outcomes for the Fixing Local Roads program to ensure applications for the best-suited projects are submitted.

Projects will be selected for funding based on the ability to deliver against the following:

- Promotes regional economic activity
- Enhances regional connectivity and sustainability
- Enables a safer regional road network.

Accordingly, it is important for applications to include relevant evidence and information which demonstrates how the projects can deliver the outcomes of the program.

These Guidelines will support councils in preparing applications by having a strong understanding of the types of projects which will deliver the best community and value for money outcomes and the way in which the applications are evaluated.

To inform project selection, Transport for NSW will be considering the following attributes specific to the road, or the project outcomes:

- Projects which are able to commence in 20/21 financial year
- Projects which create jobs and economic growth
- Current road condition
- Local road function and importance
- The infrastructure risk rating of the road
- Frequency of lane/road closures due to weather or heavy haulage.

We will also give consideration to councils which may be experiencing hardship or choose to nominate projects which connect indigenous communities.

Demonstration of co-contribution, or leveraging other grant programs to optimise outcomes, will also be considered in the evaluation process.



## Alignment with Future Transport Strategy 2056

Transport for NSW's Future Transport Strategy 2056, through its Regional Services and Infrastructure Plan, identified the need to continue to build and improve local infrastructure such as roads, rail and bridges in regional and rural NSW. This is being done through a combination of initiatives including Fixing Country Roads, Bridges for the Bush, Fixing Country Bridges, Walking and Cycling programs, Targeted Road Safety Works as well as Fixing Local Roads.

Future Transport Strategy 2056 also recognises the need for a more integrated local and state road network to provide seamless and safe journeys for all customers. Fixing Local Roads will support councils to repair and maintain those important local roads that will improve road safety and support freight, regional travel and connectivity.

## Program objectives

Well-maintained roads play a vital role in our regions, supporting growth and development, as well as providing safe and reliable access to critical services, such as hospitals and schools. The objectives of the Fixing Local Roads Program are aligned with the Regional NSW transport customer outcomes of the Future Transport Strategy 2056 Regional NSW Services and Infrastructure Plan including:

- Safely, efficiently and reliably moving people and goods
- Sustaining and enhancing the liveability of our places
- Accessible for all customers
- Makes the best use of available resources and assets.

**Table 1 Fixing Local Roads Program outcomes and objectives**

Future Transport 2056 Regional NSW Services and Infrastructure Plan Customer Outcomes	Fixing Local Roads Program Outcomes	Fixing Local Roads Program Objectives
Safely, efficiently and reliably moving people and goods	The program promotes regional economic activity	Promotes regional development in rural communities Supports families in rural and remote communities
	Sustaining and enhancing the liveability of our places Accessible for all customers	The program enhances regional connectivity and sustainability
Makes the best use of available resources and assets		The program enables a safer regional road network

# Eligibility

## Who can apply?

The Fixing Local Roads Program is available to the 93 regional councils listed in Appendix 1, as well as the Unincorporated Far West and Lord Howe Island.

Councils are encouraged to work with their neighbouring councils to put forward nominations that address regional priorities. Councils are also encouraged to work with their Joint Organisation of Councils (JOs) to identify these regional priorities.

Councils and Joint Organisations should contact Transport for NSW via [fixinglocalroads@transport.nsw.gov.au](mailto:fixinglocalroads@transport.nsw.gov.au) to seek advice on potential projects and for information on preparing applications.



## Eligible projects

Councils will be able to apply for grants to repair priority local roads. Projects should meet the following requirements to be eligible for consideration. The project must be:

- located on a Local Road managed by council (note: Regional and Crown roads are not eligible)
- identifiable as a priority or important local road for the local government area or region
- deliverable within 24 months of notification from Transport for NSW
- maintenance-driven such as repairing, patching, maintaining or sealing existing roads.

Examples of eligible projects are:

- repairing potholes on a key local road
- sealing an unsealed road that will improve safety or improve access to services or industry
- patching or repairing cracking on a key local road.

Examples of ineligible projects are:

- widening shoulders or building new roads
- any project on private roads
- any project on the State or Regional road network.

Funding is specific to projects and not transferable.



# Application and evaluation process

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## Multi-criteria analysis

Transport for NSW has refined the application, evaluation and prioritisation process since Round 1 was launched in 2019.

A multi-criteria assessment process will be used to assess council applications and is consistent with the Transport for NSW Principles and Guidelines for Economic Appraisal of Transport Investments and Initiatives.

Each project will be subject to a comparative assessment of both merit and prioritisation attributes to enable selection of projects which meet the program objectives (refer page 8), and contain particular attributes which may warrant higher consideration (refer page 9).

For all proposals, applications will be lodged via the SmartyGrants system and respond to all questions included on the **application form**.

## Merit assessment

The application will seek detailed responses from council to questions which will enable the evaluation panel to make a determination of the following:

- Does the project meet the objectives of the program?
- Has the application provided measurable justification and/or evidence to demonstrate alignment to the program objectives?
- Are the cost, schedule, risk and assumptions of the project delivery well documented?
- Are there special considerations e.g. drought hardship, connecting Indigenous Communities?
- Is there a co-contribution funding source to optimise community outcomes?

Some documentation may be required in support of the applications, including photographic evidence, detailed project development information and asset management plans.

Merit-based questions will be assessed on a score of 1 (poor) to 3 (very good). The scores will be combined into a single multi-criteria score based on a weighting for each criteria.

The criteria and weighting is shown in Table 2.

## Prioritisation assessment

To support Transport for NSW to distinguish and prioritise the applications, the application form includes a number of questions to enable a better understanding of which projects may warrant higher consideration.

Application questions require applicants to provide specific information and/or select from a range of attributes specific to the road and/or the project.

Attributes informing prioritisation include:

- Job creation and local investment
- Road condition and function
- Road Infrastructure Risk Rating
- Frequency of closures due to weather/heavy haulage damage.

Responses to prioritisation questions will generate a score between 1-3 and will contribute to the overall evaluation score.

Councils may choose to resubmit unsuccessful projects from round one if they are able to start projects in the 2020/21 financial year.

Table 2 Merit assessment evaluation criteria and weightings

Program Outcomes	Program Objectives	Criteria Weighting	Evaluation Criteria
<b>Outcome 1:</b> The program promotes regional economic activity	Promotes regional development in rural communities	15%	The project is shovel ready commencing in FY20/21 The project will generate local jobs for regional and rural communities and supports community connections which further enable job generation and economic growth, eg freight, tourism, industry.
	Supports families in rural and remote areas	15%	The project enables improved access to one or more of the following: <ul style="list-style-type: none"> <li>• health care</li> <li>• education</li> <li>• access to social and community benefits</li> </ul>
<b>Outcome 2:</b> The program enhances regional connectivity and sustainability	Improves the reliability of the local road network.	15%	The project will significantly improve the current local road condition
	Assists councils to sustainably manage their assets	10%	The project forms part of an existing strategic asset management strategy and will directly minimise ongoing reactive maintenance costs The project supports maintenance of roads impacted by harvesting of State Forests.
	Improves the resilience of the local road network	15%	The project will improve the productivity of the local road network by reducing frequency of road closures, speed restrictions building resilience to natural disasters / weather events / heavy vehicle damage.
<b>Outcome 3:</b> The program enables a safer regional road network	Improves local road safety	15%	The project / proposed solution contributes to a safer road network
<b>Reasonableness &amp; Deliverability</b>	Credibility and integrity of the project application.	5%	Application has sufficient detail to support the credibility and integrity of the project costs, schedule, risks and assumptions.
<b>Special Considerations</b>	Hardship Connects indigenous communities	5%	Yes / No
<b>Co-contribution / other funding source</b>	Contribution from Council or other party	5%	The amount of co-contribution council or a party other than council make to the project



## Benefit to Cost Ratio (BCR)

Fixing Local Roads will not require projects to meet a threshold BCR for applications to be considered. This is consistent with the program objectives of delivering funding support to councils for projects that may have an economic, social or safety benefit and to enable rapid mobilisation of regional economic activity. Projects will still be assessed on a value-for-money basis.

## Other supporting information

Applicants are encouraged to provide documentation in support of their application. This documentation may include photographs, engineering reports, road priority hierarchy and reports, maintenance reports, recent weather events not previously captured by a Natural Disaster Declaration.

## Assessment panel

An assessment panel will be established by Transport for NSW and consist of relevant technical and policy subject matter experts. Members of the assessment panel will review and conduct scoring for each application and make a recommendation to government on those projects that best meet the program objectives.

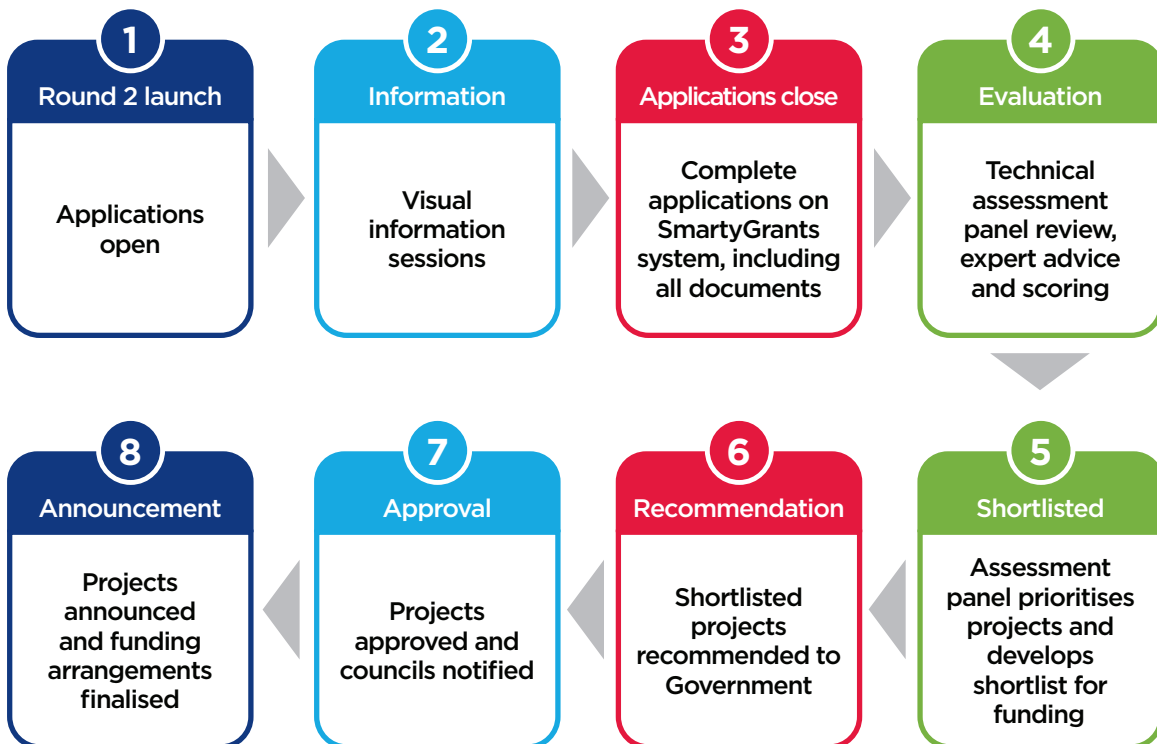
The government will then announce those projects that have been deemed successful and are to receive the funding.

The decision of government will be final. The government may also, in its absolute discretion, choose not to award funding to projects that may have met the criteria.

# How to apply

## Application and assessment process

An overview of the stages of the application and assessment process is shown below.





## Key dates

Round	Applications open	Applications close	Successful projects Announced	Project complete
Round 2 - 2020	2 November 2020	11 December 2020	January 2021	24 months from notification

Information related to potential future rounds may be advised at a later date.

## Funding limits and co-contributions

There is a maximum funding limit of \$5 million of state contribution per council per application. Applicants can apply for up to 100 per cent of the value of the project, but co-contributions from council are strongly encouraged and will be considered relevant to council's funding position. A general rule of thumb is a minimum co-contribution of 25 per cent. Non-compliant proposals may be considered.

Councils are strongly encouraged to source additional investment to support their applications and enhance their local road maintenance projects. This might include, for example, working with mining and forestry industries to gain co-contributions or applying for Australian Government funding. Councils are also encouraged to leverage funding from other NSW Government programs to maximise community benefits from the project.

There is no limit to how many applications each applicant can submit; however applicants are advised to prioritise and put forward their most strategically important projects.

## Forestry roads

The NSW Government is aware of the concerns of a number of councils regarding the unique challenges maintaining roads in LGAs with large areas of State Forest. In response to these concerns, a proportion of funding from the total allocation will be allocated specifically for roads in forestry areas.

## Payment and reporting milestones

Payments will be made to councils at the start and end of the project to support councils to deliver the project, on time and within budget. Councils will be required to report on the planning, progress and completion of projects and provide supporting information.

Final payment will be made upon satisfactory project completion and receipt by Transport for NSW of a final project report. Unless otherwise agreed, payments to councils will be in accordance with the two milestones below:

- reach agreement with Transport for NSW regarding the funding arrangements (start of project) – 70 per cent
- certification and final report that the project has been completed and an audit by Transport for NSW (end of project) – balance of project costs (up to 30 per cent).

Final payment will be made upon satisfactory project completion and receipt by Transport for NSW of a final project report which requires actual expenditure information.

## How to apply

The Fixing Local Roads online form can be accessed by logging into SmartyGrants via the **Fixing Local Roads website [nswroads.work/fixinglocalroads](https://www.nswroads.work/fixinglocalroads)**

Applicants must provide all of the information required in the application form including the mandatory fields and are encouraged to provide additional materials to support their case in relation to the assessment criteria.



Supporting documents will be required to assist in the evaluation process and must be submitted with the application form via the SmartyGrants system.

Councils located in areas which have been drought declared and/or provide drought hardship relief provisions to their communities, should detail this to support their application and provide examples of those provisions.

Only completed applications received by midnight on the closing day will be accepted and assessed. Late submissions will not be accepted, unless Transport for NSW considers exceptional circumstances beyond the applicants' control.

Applicants may withdraw an application at any time, with written advice of the withdrawal to be provided to Transport for NSW via email to **fixinglocalroads@transport.nsw.gov.au**

Requirements of the application form are outlined on the program website.

### Confidentiality and disclosure

All information submitted by the applicant may be provided to other organisations for the purposes of eligibility, project proposal appraisal or deed preparation.

Applicants should notify Transport for NSW when including any information of a confidential nature in their application. Summary information about the project will be posted on Transport for NSW's website unless the applicant advises that they do not agree to its publication.

Information provided may be subject to future project audits and must be correct, including factual information about the road particulars (e.g. road traffic volume),

### Further information

Transport for NSW will conduct virtual information sessions with interested applicants early in the application period.

Invitations will be distributed directly to local governments via a local Transport for NSW representative.

If you do not receive an invitation and believe you should attend please contact **fixinglocalroads@transport.nsw.gov.au**

There will be multiple sessions held to accommodate availability.

A program fact sheet is available on the program website **nswroads.work/fixinglocalroads**

## Contact details

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Questions about Fixing Local Roads, including eligibility and the application process, can be emailed to **fixinglocalroads@transport.nsw.gov.au**

## Appendix 1 - Eligible local government bodies

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Albury City Council	Forbes Shire Council	Orange City Council
Armidale Regional Council	Gilgandra Shire Council	Parkes Shire Council
Ballina Shire Council	Glen Innes Severn Council	Port Macquarie-Hastings Council
Balranald Shire Council	Goulburn Mulwaree Greater Hume Shire	Port Stephens Council
Bathurst Regional Council	Griffith City Council	Queanbeyan-Palerang Regional Council
Bega Valley Shire Council	Gunnedah Shire Council	Richmond Valley Council
Bellingen Shire Council	Gwydir Shire Council	Shellharbour City Council
Berrigan Shire Council	Hay Shire Council Hilltops Council	Shoalhaven City Council
Bland Shire Council	Inverell Shire Council Junee Shire Council	Singleton Council
Blayney Shire Council	Kempsey Shire Council	Snowy Monaro Regional Council
Bogan Shire Council	Kiama Municipal Council	Snowy Valleys Council
Bourke Shire Council	Kyogle Council	Tamworth Regional Council
Brewarrina Shire Council	Lachlan Shire Council	Temora Shire Council
Broken Hill City Council	Lake Macquarie City Council	Tenterfield Shire Council
Byron Shire Council	Leeton Shire Council	Tweed Shire Council
Cabonne Council	Lismore City Council	Upper Hunter Shire
Carrathool Shire Council	Lithgow City Council	Upper Lachlan Shire
Central Coast Council	Liverpool Plains Shire Council	Uralla Shire Council
Central Darling Shire Council	Lockhart Shire Council	Wagga Wagga City Council
Cessnock City Council	Maitland City Council	Walcha Council
Clarence Valley Council	MidCoast Council	Walgett Shire Council
Cobar Shire Council	Mid-Western Regional Moree Plains Shire	Warren Shire Council
Coffs Harbour City Council	Murray River Council	Warrumbungle Shire
Coolamon Shire Council	Murrumbidgee Council	Council Weddin Shire Council
Coonamble Shire Council	Muswellbrook Shire Council	Wentworth Shire Council
Cootamundra-Gundagai Regional Council	Nambucca Shire Council	Wingecarribee Shire Council
Cowra Council	Narrabri Shire Council	Yass Valley Council
Dubbo Regional Council	Narrandera Shire Council	Unincorporated Far West
Dungog Shire Council	Narromine Shire Council	
Edward River Council	Oberon Council	
Eurobodalla Shire Council		
Federation Council		

## Appendix 2 - IPWEA (NSW) Local Government Functional Road Classification

Functional Category	Sealed Network	Unsealed Network	Typical Daily Traffic AADT	Heavy vehicles	Bus Route (including school)	Linked communities population	Connectivity
<b>Arterial</b>	Carry traffic to, from and across council areas. They carry traffic between industrial, commercial and residential areas and carry the highest volumes of traffic. Provide for traffic movements between regions. Provide access to major industrial activities and may provide for public transport.	Carry traffic to, from and across council areas. They carry traffic between industrial, commercial and residential areas and carry the highest volumes of traffic. May include heavy vehicle access routes between regional centres.	U: > 15,000 R: > 2,000	> 300	Public Transport Bus Route & School Bus Route	> 10,000	Critical connectivity (there may be no alternative routes)
<b>Primary Collector</b>	Provide the connections between arterial parts of the network and the Local Collector network. May also service industrial areas and local facilities such as shopping centres and freight terminals.	Provide the connections between the arterial network and the Local Collector network. May also service industrial facilities and grain / freight terminals. May also provide school bus routes in many areas.	U: > 5,000 R: > 1,000	> 150	Public Transport Bus Route & School Bus Route	> 5,000	Provides connection between local population and the State road network
<b>Local Collector</b>	Provides access to the Primary Collector network from local access roads. May provide access to individual industrial facilities and links to local shopping centres.	Provides access to the Primary Collector network from local access roads. May provide access to individual larger facilities such as feedlots and local grain silos. May also provide some school bus links.	U: > 1,000 R: > 200	> 25	Local Bus Route & School Bus Route	> 2,000	Provides connectivity within the local community
<b>Local Access</b>	Major function is to provide access to individual properties. May also provide access to local tourist sites.	Major function is to provide access to individual farms and properties. May also provide access to local tourist sites and recreation facilities.	U: < 1,000 R: < 200	< 25	May include local bus routes	< 250	Provides the link for properties and businesses and the local community

### Notes:

1. State Roads are not included in this classification as the trafficked lanes are under the care control and management of RMS. Associated facilities (e.g. kerb & gutter, footpath, street furniture etc. which are owned and managed by councils will be included in other asset classes).
2. Classification of a road is based on its function. Absolute assessment against any one of the above criteria alone is to be avoided.
3. The assessment parameters in the above table are to provide guidance only. Assessment of a road should take a holistic view of its function and importance to the local community.
4. Levels of service are not intrinsically linked to the road hierarchy. Levels of service are determined by council following consultation with the local community and may vary across categories.