



## **Ordinary Council Meeting**

# **Agenda**

**18 July 2019**

**Notice is hereby given in accordance with the provisions of the  
*Local Government Act 1993* that an  
Ordinary Meeting of Warrumbungle Shire Council  
will be held in the Council Chambers, Binnia Street, Coolah  
on Thursday, 18 July 2019 commencing at 5:00 pm.**

**Mayor:** Cr Denis Todd

**Councillors:** Kodi Brady  
Anne-Louise Capel  
Fred Clancy  
Ambrose Doolan  
Wendy Hill  
Aniello Iannuzzi (Deputy Mayor)  
Ray Lewis  
Peter Shinton

**Please note:**

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**Council's Vision**  
Excellence in Local Government

**Mission Statement**

We will provide:

- Quality, cost effective services that will enhance our community's lifestyle, environment, opportunity and prosperity.
- Infrastructure and services which meet the social and economic needs and aspirations of the community now and in the future.
- Effective leadership and good governance, by encouraging teamwork, through a dedicated responsible well trained workforce.

**Values**

- ✓ **Honesty**  
Frank and open discussion, taking responsibility for our actions
- ✓ **Integrity**  
Behaving in accordance with our values
- ✓ **Fairness**  
Consideration of the facts and a commitment to two way communication
- ✓ **Compassion**  
Working for the benefit and care of our community and the natural environment
- ✓ **Respect**  
To ourselves, colleagues, the organisation and the community, listening actively and responding truthfully
- ✓ **Transparency**  
Open and honest interactions with each other and our community
- ✓ **Passion**  
Achievement of activities with energy, enthusiasm and pride
- ✓ **Trust**  
Striving to be dependable, reliable and delivering outcomes in a spirit of goodwill
- ✓ **Opportunity**  
To be an enviable workplace creating pathways for staff development

# **WARRUMBUNGLA SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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# **AGENDA**

**ACKNOWLEDGEMENT OF COUNTRY** – Council acknowledges the Traditional Custodians of the Land at which the meeting is held and pays its respects to Elders both past and present and extends that respect to other Aboriginal people who are present.

Turn Off Mobile Phones

Audio Recording of Council Meetings

### **Apologies/Leave of Absence**

### **Confirmation of Minutes**

20 June 2019

### **Disclosure of Interest**

Pecuniary Interest

Non Pecuniary Conflict of Interest

### **Mayoral Minute/s**

### **Delegate Report/s**

### **Reports of Committees**

### **Reports to Council**

### **Notices of Motion/Questions with Notice/Rescission Motions**

### **Reports to be considered in Closed Council**

### **Conclusion**

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**ROGER BAILEY**  
**GENERAL MANAGER**

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### INDEX

Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 4 May to 10 June 2019.....	6
RECOMMENDATION .....	7
Item 2 Councillors' Monthly Travel Claims – June 2019 .....	8
RECOMMENDATION .....	8
Item 3 ALGA National General Assembly in Canberra 16 – 19 June 2019 .....	9
RECOMMENDATION .....	10
Item 4 Minutes of Orana Joint Organisation Meeting – 6 June 2019.....	11
RECOMMENDATION .....	11
Item 5 Minutes of Traffic Advisory Committee Meeting – 27 June 2019.....	12
RECOMMENDATION .....	15
Item 6 Minutes of Warrumbungle Aerodromes Advisory Committee Meeting – 14 May 2019.....	16
RECOMMENDATION .....	17
Item 7 Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 19 June 2019 .....	18
RECOMMENDATION .....	19
Item 8 Minutes of Robertson Oval Advisory Committee Meeting – 3 July 2019 .....	20
RECOMMENDATION .....	21
Item 9 Minutes of TRRRC 355 Advisory Committee Meeting – 11 June 2019 .....	22
RECOMMENDATION .....	23
Item 10 Minutes of TRRRC 355 Advisory Committee Meeting – 18 June 2019 .....	24
RECOMMENDATION .....	25
Item 11 Coonabarabran Emergency Water Supply Project – June 2019 Update.....	26
RECOMMENDATION .....	29
Item 12 2019 Local Government NSW Annual Conference .....	30
RECOMMENDATION .....	31
Item 13 Stronger Country Communities Fund – Round Three .....	32
RECOMMENDATION .....	34
Item 14 Council Resolutions Report July 2019 .....	35
RECOMMENDATION .....	35
Item 15 Revotes Report July 2019 .....	36
RECOMMENDATION .....	36

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

---

Item 16 Investments and Term Deposits – month ending 30 June 2019.....	37
RECOMMENDATION .....	42
Item 17 Name Change Proposal for the Locality of Napier Lane .....	43
‘161/1819 RESOLVED that the locality (suburb) of Napier Lane be changed to Napier.’43	
RECOMMENDATION .....	44
Item 18 Proposal to Name and Gazette Two Private Roads in Homeleigh Drive Estate	45
RECOMMENDATION .....	46
Item 19 Proposed Extension of Road Maintenance Works on Wardens Road.....	47
RECOMMENDATION .....	48
Item 20 Re-establish Alcohol Free Zones.....	49
RECOMMENDATION .....	51
Item 21 Coonabarabran Administration Building Roof Replacement .....	52
RECOMMENDATION .....	54
Item 22 Coolah Youth and Community Centre Building.....	55
RECOMMENDATION .....	59
Item 23 Development Applications .....	60
RECOMMENDATION .....	61
Item 24 Reports to be Considered in Closed Council .....	62
Item 24.1 Organisational Development Monthly Report – July 2019 .....	62
RECOMMENDATION .....	62
Item 24.2 Mayoral Minute – General Manager’s Annual Performance Review.....	62
Division: Executive Services .....	62
RECOMMENDATION .....	63
Item 24.3 Tender for Binnaway Oval and Baradine Oval Lighting Upgrade.....	63
RECOMMENDATION .....	63

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

---

### Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 4 May to 10 June 2019

#### MAYORAL MINUTE - MAYORS ACTIVITY

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
7-Jun	Phone call	Out	General Manager
	Phone call	Out	Cr Lewis regarding trees in Charles Street
8-Jun	Phone call	Out	Cr Doolan regarding Coonabarabran By-pass
11-Jun	Meeting	Attended	TRRC Committee meeting in Dunedoo
	Meeting	Attended	TRRC in Dunedoo
14-Jun	Meeting	Attended	Police meeting in Coonabarabran
	Letter	In	Local Government NSW Annual Conference: 14-16 October 2019
16-Jun	Conference	Attended	National General Assembly Conference, Canberra
17-Jun	Conference	Attended	National General Assembly Conference, Canberra
18-Jun	Conference	Attended	National General Assembly Conference, Canberra
	Letter	In	Coonabarabran Aboriginal Lands Council - invitation to opening ceremony Naidoc Week
19-Jun	Meeting	Attended	Inland Rail Meeting, Sydney
	Letter	In	The Hon. Melinda Pavey MP - impacts of water in drought
20-Jun	Meeting	Chaired	Council Meeting, Coonabarabran
25-Jun	Phone call	Out	Cr Lewis regarding Weeds Council meeting
	Phone Call	Out	Cr Fisher, Coonamble Shire Council, regarding Inland Rail
26-Jun	Phone call	Out	General Manager regarding Operational Plan
	Letter	In	Local Government Week Awards Evening 2019
			Coolah Sporting Club invitation to Emergency Generator opening
27-Jun	Letter	In	Generator opening
28-Jun	Phone Call	Out	Cr Iannuzzi regarding Council meeting
	Letter	In	Australasian Railway Association - Inland Rail Conference - Toowoomba 21-22 August
			Commissioner Fitzsimmons regarding aerodrome aerial fire fighting
29-Jun	Phone call	Out	Mowcreek Fire Brigade Opening and Leadville Merrygoen RFB Tanker Handover
	Event	Attended	
2-Jul	Letter	In	2019 Skillset Awards invitation
3-Jul	Letter	In	Orana Joint Organisation of Councils - Disclosures by Voting Representatives and Designated Persons Return
9-Jul	Letter	In	PCYC Annual Report 2018

# WARRUMBUNGLA SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
11-Jun	11-Jun	Coonabarabran By-pass meeting	33606	33723	117
13-Jun	13-Jun	Baradine progress	33723	33736	13
14-Jun	14-Jun	Coonabarabran Police meeting	33736	33867	131
15-Jun	20-Jun	Dubbo - fly to Canberra for NGA Conference and return	33867	34227	360
20-Jun	20-Jun	Coonabarabran Council Meeting	34227	34340	113
29-Jun	29-Jun	Fire shed Opening Mowcreek and Leadville	34340	34667	327
1-Jul	1-Jul	Coonabarabran TRRC Committee Meeting	34667	34792	125
5-Jul	5-Jul	Coonabarabran to leave car at Council	34792	34846	54
<b>Total KM travelled for period 11/6/2019 - 5/7/2019</b>					<b>1240</b>

### MAYORAL MINUTE - EXPENSES 7 June 2019 - 9 July 2019

Date	Transaction Details	Comments	
12-Jun	Pullman Sydney Airport Hotel	Accommodation - Sydney (Inland Rail meeting)	307
12-Jun	Flight Centre	Flights - Canberra to Sydney (Inland Rail meeting)	272.54
12-Jun	Flight Centre	Flights - Sydney to Dubbo (Inland Rail meeting)	288.64
13-Jun	Qantas	Flights - Dubbo to Canberra (NGA Conference)	705.02
15-Jun	Aerial Transport	Transport - Canberra (NGA Conference)	32.97
15-Jun	Mantra on Northbourne	Accommodation - Canberra (NGA Conference)	960
19-Jun	Aerial Transport	Transport - Canberra (NGA Conference)	25.94
19-Jun	GM Cabs Pty Ltd	Transport - Sydney (Inland Rail meeting)	19.53
19-Jun	GM Cabs Pty Ltd	Transport - Sydney (Inland Rail meeting)	15.75
19-Jun	GM Cabs Pty Ltd	Transport - Sydney (Inland Rail meeting)	15.23
19-Jun	Mantra on Northbourne	Meals (NGA Conference)	142.45
19-Jun	Pullman Sydney Airport	Meals (Inland Rail meeting)	
20-Jun	Hotel		41.79
20-Jun	Taxi Combined	Transport - Sydney (Inland Rail meeting)	14.28
8-Jul	Australian Logistics	Inland Rail Conference 2019 Toowoomba	770.00
<b>Total expenditure for period 7/2/2019 - 8/3/2019</b>			<b>\$3,611.14</b>

### RECOMMENDATION

That Council:

- Notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 11 June 2019 to 5 July 2019.
- Notes the report on the Mayor's credit card expenses between 8 May and 6 June and approves the payment of expenses totalling \$3,611.14.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 2 Councillors' Monthly Travel Claims – June 2019

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Acting Executive Assistant to the General Manager – Erin Player
<b>CSP Key Focus Area:</b>	Local Government Finance
<b>Priority:</b>	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity.

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### Reason for Report

To provide Council with details of travel claims of Councillors for the month of June 2019.

### Commentary

At the Ordinary Council meeting in July 2017 it was resolved that, "*all Councillors make public their monthly travel claims effective immediately.*" (**Resolution No 10/1718**)

### Councillor Monthly Travel Claims

Councillor	Kilometres	\$ per KM	Total Amount (\$)
Cr Shinton	1,487	0.78	1,159.86
Cr Todd	0	0.78	-
Cr Brady	190	0.78	148.20
Cr Capel	1,145	0.78	893.10
Cr Clancy	0	0.73	-
Cr Doolan	0	0.68	-
Cr Hill	880	0.68	598.40
Cr Iannuzzi	0	0.78	-
Cr Lewis	808	0.78	630.24
<b>Total for June:</b>			<b>\$3,429.80</b>

### Financial Considerations

Outlined above.

### Attachments

Nil

### RECOMMENDATION

That the Councillors' monthly travel claims report for June 2019 in the amount of \$3,429.80 is received for Council's information.



# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

---

### Item 3 ALGA National General Assembly in Canberra 16 – 19 June 2019

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Councillor Peter Shinton
<b>CSP Key Focus Area:</b>	Local Government and Finance
<b>Priority:</b>	GF4 Council governance and organisation structure, reflects the vision, directions and priorities outlined in the Community Strategic Plan

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#### **Reason for Report**

To report to Council on the motions submitted to the ALGA National General Assembly in Canberra between 16 to 19 June 2019.

#### **Commentary**

160 Motions were submitted by Local Government throughout Australia with 106 being considered by the conference due to some being policy of the Association and others having multiple councils proposing motions for similar outcomes.

Several motions proposed increasing the FAG's to 1% of Commonwealth Taxation Revenue. A single motion asked for the Commonwealth Government to pay for the Traffic control and insurance costs by RSL Clubs and Sub Branches to conduct Anzac Day marches.

Lockyer Valley Council are looking for some form of compensation (e.g. VPA) due to the negligible benefits that they will derive from the Inland Rail Project and the significant costs to their region given the 24/7 rail operations, community concern around noise, light, dust, smell, vibration and visual amenity which raise broad social, community health and wellbeing concerns.

A few councils called on the Federal Government to roll out fast charging stations to facilitate the growth of electric vehicles and stipulated mandating an electric vehicle plug type and to provide and/or promote charging infrastructure.

A large number of councils raised the problem of recycling and called on the Government to introduce a polluter pays principal where producers are made responsible for the environmental impacts of their products; also to reduce packaging, regulate or ban production and importation of hard to recycle material and to standardize recycling labelling. There was also a call to the State Governments to use the millions of dollars that they are collecting in waste levies to help the industry to restructure.

Waste clothing and fast fashion items also contribute 500,000 tons going into landfill annually as there is no national policy on recycling textile and clothing waste.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

---

Climate change was also discussed with the Federal Government asked to establish a \$10 billion national fund for Councils to build the resilience of climate change vulnerable communities.

Many councils raised the Murray Darling Basin and the over allocation of water. There were also calls for more dams to be built, a fund to encourage all households to have a water tank and funding to increase water recycling.

A number of councils called for increased funding for preschools and to fund kindergartens for 3 year old's. There was also a call to provide drought relief payments to rural families accessing preschools,

The negative effects of Tourism were raised by Blue Mountains City Council with over 4 million visitors and Bryon Bay with over 2 million with a call for a bed tax and differential rating for tourism businesses to help fund infrastructure renewal and maintenance.

There was a call for more doctors and mental health workers in rural areas and a further call to increase Policing in towns with serious drug problems.

A few councils discussed the problems and short comings with NDIS and Aged Care Packages.

Other motions dealt with mobile coverage and elimination of blackspots; electricity and gas pricing; protection of the right to farm; increasing drought funding and supply of affordable housing.

One of the more amusing motions came from the Norfolk Island Regional Council who were formed on the 1<sup>st</sup> July 2016 under Commonwealth Statute.

Norfolk Island operates under the NSW Local Government Act 1993; it does not belong to a State or Territory so has no access to services and grant funding which is accessible by Local Governments belonging to a State or Territory.

The Council provides electricity generation and reticulation, telecommunications, owns and operates an International Airport but is precluded from State level funding.

Other things worth noting are that it is classified as external territory under the Commonwealth of Australia, has a NSW postcode; votes in the Federal Seat of Bean in the ACT but not in State Elections; has ABC radio coverage generated from Orange and Dubbo in NSW and had an international phone number the same as Antarctica which makes communications prohibitively expensive.

They are asking to be recognized as a Local Government to be able to apply alongside every other Local Government area for competitive funding grants.

### **RECOMMENDATION**

That Council notes the Delegate's Report in relation to the ALGA National General Assembly held at Canberra between 16 to 19 June 2019.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **Item 4 Minutes of Orana Joint Organisation Meeting – 6 June 2019**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Executive Services
<b>Author:</b>	Acting Executive Assistant to the General Manager – Erin Player
<b>CSP Key Focus Area:</b>	Local Government and Finance
<b>Priority:</b>	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity

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### **Reason for Report**

To present minutes from the Orana Joint Organisation board meeting held at Nyngan, on Thursday 6 June 2019.

### **Background**

At the meeting of the Orana Joint Organisation (JO) held on 6 June 2019 the following resolutions were made:

- The Orana JO board engage Energy and Management Services to prepare a pricing request on behalf of member Council's for energy and to invite Coonamble and Brewarrina Council's to participate in the contract commencing 1 January 2020.
- Each member Council complete correspondence nominating Energy and Management Services to prepare a pricing request as its representative to the Essential Energy Street Lighting Consultative Committee.
- Adopt one Executive Officer for a 12 month period and two Sponsoring General Managers from Gilgandra Shire Council and Narromine Shire Council to work together to develop a performance agreement.
- The Orana JO prepare relevant correspondence relating to the increased Emergency Services Levy to the Minister for Emergency Services and President of Local Government NSW to note the lack of consultation is unsatisfactory and that Council's defer their payment of the levy.

### **Options**

Nil

### **Financial Considerations**

Nil

### **Attachments**

1. Minutes of the Orana Joint Organisation board meeting held on Thursday 6 June 2019.

### **RECOMMENDATION**

That Council notes the minutes of Orana Joint Organisation meeting held in Nyngan on 6 June 2019.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 5 Minutes of Traffic Advisory Committee Meeting – 27 June 2019

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Technical Services Management
<b>Author:</b>	Personal Assistant to the Director Technical Services – Tracy Cain
<b>CSP Key Focus Area:</b>	Public Infrastructure and Services
<b>Priority:</b>	P13 Road networks throughout the shire need to be safe, well maintained, and adequately funded.

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**PRESENT:** Cr Peter Shinton (Chairperson) and Ms Jackie Barry (RMS).

**IN ATTENDANCE:** Ms Angie Drooger (RMS), Mr Kevin Tighe (Director Technical Services), Ms Cheyenne O'Brien (Road Safety Officer) and Ms Tracy Cain (Minutes).

**APOLOGIES:** Mr Mal Unicomb (Local State Member Representative) and Senior Constable Kelvin Kilsby (NSW Police).

#### **CONFIRMATION OF MINUTES**

**RECOMMENDED** that the minutes of the Traffic Advisory Committee meeting held on 23 May 2019 be confirmed.

**(Proxy) Barry/Shinton**

#### **BUSINESS ARISING FROM THE MINUTES**

The following matters were noted as outstanding:

- Black Stump Way – Council request to NHVR that any road in the Warrumbungle Shire that is a 25 metre B Double Route be converted to a 26 metre B Double Route.
- Tongy Lane signposting – determine correct name and amend signs accordingly.
- Warrumbungle Quarry – Council has placed an application on the RMS Safer Roads Portal pursuing approval and funding for the STARS trial.
- 'No Stopping' zones either side of pedestrian ramp at the intersection of Edwards Street and Cowper Street. Further investigation required.
- Binnaway Dip – Council progress the concept of installing blisters and dip warning signs in Bullinda Street, Binnaway in accordance with Australian Standards and RMS Guidelines.
- Investigations be undertaken on the feasibility of installing a disability parking space in front of the Baradine Chemist including the impact on modifying the gutter and adjoining footpath.
- Concept plan required for the installation of a disability parking space in front of the Physiotherapy in Cassilis Street, Coonabarabran.
- Bus zone signage to be installed in Barwon Street, Baradine adjacent to the Preschool. *One sign has been erected and the other side will be erected once the tree branch above is trimmed.*

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

---

- Installation of two disabled parking spaces in front of the Medical Centre at 42 Binnia Street, Coolah.
- Investigation of road widening options and the suitability of installing a convex safety mirror at the intersection of Indian Lane and Aerodrome Road, Baradine.
- 7.30am – 8.30am and 3.00pm – 4.00pm timed bus stop signs be erected in the first parking bay of the Hickeys Falls rest area as per the sign plan.
- A 'No Through' (g9-18) sign be erected at the entrance to Koala Crescent at Coonabarabran and that Council investigate the feasibility and warrant for a safer option bus stop area.
- Bollards be erected in front of the shop front posts at 62-64 Binnia Street in Coolah and that Council monitor the impact of these bollards for potential further use in other areas of the Shire.
- A 'No Through' (g9-18) sign be erected at the entrance to Carrington Lane, Coonabarabran.

The following items were discussed without resolution:

- Special Events Workshop – 26 June 2019. Concerns had been raised regarding risk management and insurance.
- Confirmation was sought on who was responsible for the cost of installing bollards in front of the shop front posts at 62-64 Binnia Street, Coolah. The Committee was advised that it had been Council's intention to undertake the works and expense.
- 50 km/h Speed Zone Review – Golden Highway, Dunedoo (*Shell Petrol Station*). An inspection of the site was undertaken by RMS on 26 June 2019.

### **AGENDA ITEMS**

- a) Coonabarabran Pony Club – Request for Closure of John Street for Annual Pony Camp Street Parade – 4 October 2019

**RECOMMENDED** that approval be granted to Coonabarabran Pony Club for the closure of John Street, Coonabarabran from Edwards Street to Dalgarno Street from 3.00pm to 3.30pm on Friday, 4 October 2019 for the Annual Pony Camp Street Parade subject to:

- Receipt of current Public Liability Insurance
- RMS Special Events concurrence
- Compliance with Council's Road Closure Guidelines.

**Barry/Shinton**

- b) Coolah GP – Design for Disabled Parking at 42 Binnia Street, Coolah

A design for the installation of two disabled parking spaces at 42 Binnia Street, Coolah was presented to the Committee. RMS advised that the proposed design did not meet the Australian Standard AS2890.5, Section 4.5.2 – '*Parking Facilities – On Street Parking*'. It was determined that further investigations and community consultation was required with a revised plan to be brought back to the Traffic Advisory Committee.

- c) Haynes Hardware & IGA – Traffic Management Plan for Central / Cox Lane, Coolah

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

---

A request was received from Haynes Hardware & IGA to assist with development of a Traffic Management Plan for safe vehicle and pedestrian movements in Central / Cox Lane, Coolah. Following review of the proposal the Committee determined that further information be sought including a vehicle movement plan for business operations and an explanation of the proposed one way direction. A request to RMS for a speed zone review would be required for a reduction in speed.

d) Proposed Options for Intersection Upgrade at Indian Lane and Aerodrome Road Plans providing options for the upgrade of Indian Lane and Aerodrome Road intersection were presented to the Committee with Option 1 being road widening and Option 2 the installation of a convex safety mirror. The Committee determined that further investigations were required and that traffic counters be placed at the intersection for the collation of data on volume, speed and turning directions.

It was noted that in the interim the current 'Give Way' sign at the intersection had been replaced with a 'Stop' sign and continuity line.

e) Road Safety Report – June 2019

The RSO Monthly Report for June 2019 was received and noted and in particular the following road safety projects were discussed:

- Free Cuppa – posts published on Facebook acknowledging participating businesses and appreciation for support. Prize draw held on 19 June 2019 in Wellington. Debrief for this year's phase held on 20 June 2019.
- Slow Down on Local Roads – preparation of media releases and advertisements. Competition to be held in July 2019. New bin stickers have been ordered for distribution to the community.
- Speed Trailer – still under repair.

### **LATE AGENDA ITEM**

f) Removal of 6 Metre Vehicle Restriction Regulatory Sign on Bolaro Street, Dunedoo

It was noted that 'No Stopping' signs were erected south of the Caravan Park on Bolaro Street in Dunedoo due to the new Shell petrol station. This has restricted parking for heavy vehicles over 6 metres in length with accessing the caravan park in Dunedoo. It was also found that one faded 'No Parking for vehicles over 6 metres in length' was located north of the caravan park entrance, however it served no purpose as the sign was faded, didn't have an end location and may have been originally erected for the Mobil petrol station that is no longer in use.

**RECOMMENDED** that the old 6 metre vehicle restriction regulatory sign located 66 metres east of the Dunedoo Caravan Park entrance on Bolaro Street, Dunedoo be removed.

**Barry/Shinton**

### **GENERAL BUSINESS**

Nil.

There being no further business the meeting closed at 11.46 pm.

The next meeting will be held in the Gallery Meeting Room, Coonabarabran on Thursday, 25 July 2019 commencing 10.00 am.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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.....  
CHAIRPERSON

### **RECOMMENDATION**

That:

1. Council accept the Minutes of the Traffic Advisory Committee Meeting held at Coonabarabran on 27 June 2019.
2. Approval be granted to Coonabarabran Pony Club for the closure of John Street, Coonabarabran from Edwards Street to Dalgarno Street from 3.00pm to 3.30pm on Friday, 4 October 2019 for the Annual Pony Camp Street Parade subject to:
  - Receipt of current Public Liability Insurance
  - RMS Special Events concurrence
  - Compliance with Council's Road Closure Guidelines.
3. The old 6 metre vehicle restriction regulatory sign located 66 metres east of the Coolah Caravan Park entrance on Bolaro Street, Coolah be removed.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

---

### Item 6 Minutes of Warrumbungle Aerodromes Advisory Committee Meeting – 14 May 2019

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Technical Services Management
<b>Author:</b>	Director Technical Services – Kevin Tighe
<b>CSP Key Focus Area:</b>	Public Infrastructure and Services
<b>Priority:</b>	PI1 Public transport alternatives including bus and rail services connect local towns and villages and provide links with other regional centres.

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**PRESENT:** Cr Denis Todd (Chairperson), Mr Ian Munns, Mr David Sturtridge, Mr Colin Tink and Mr John Farrell.

**IN ATTENDANCE:** Mr Kevin Tighe (Director Technical Services) and Mr Shane Weatherall (Manager Urban Services).

**APOLOGIES:** Cr Ambrose Doolan, Mr Phil Hensby and Mr Corey Philip (RFS District Manager).

#### **CONFIRMATION OF MINUTES**

**5/1819 RECOMMENDED** that the Minutes of the Warrumbungle Aerodromes Advisory Committee meeting held on Tuesday, 5 February 2019 be confirmed.

**Tink/Farrell**

#### **BUSINESS ARISING FROM THE MINUTES**

The following matters were discussed or noted as outstanding:

- Coonabarabran Aerodrome – windsock renewal. The Committee was advised that the windsock has been installed and the automated voice feedback system has been tested and is working well.
- Coonabarabran Aerodrome – feasibility of installing a bore. The Committee was advised that a desktop report has been received and RFS have lodged a funding submission for test drilling.
- Baradine Aerodrome fence project has been completed and there is evidence that it has been effective in preventing kangaroos accessing the aerodrome. It was noted that the Baradine Committee will install markers on the fence at the eastern end of the strip. Also, the Committee will place road base around the entrance gate.
- Coonabarabran Aerodrome Fence Project – it was noted that the Contractor is set to commence work on the project in the next few days. It was also noted that one of the property owners offered to dispose of some of the old fence material.
- Coonabarabran Aerodrome – RFS shed. The Committee was advised that more information is being sought from RFS on their station proposal for the aerodrome.



# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

---

- Grass Strip Coonabarabran – the low cut mulching by Jason Newton followed by heavy rolling appears to have improved the surface of the strip. It was suggested that continued low cutting may be effective in eliminating surface roughness.
- Public Fuel Facility at Coonabarabran – no further information to hand on the feasibility of installing a public fuel facility.
- Lease Agreement Coonabarabran Aero Club – no update on finalising lease agreement.
- Baradine Aerodrome Sealing – the Committee was advised that a letter has been sent to the Member for Parkes, Mr Mark Coulton seeking \$50,000 funding assistance for the design and feasibility of sealing Baradine Aerodrome.

### **AGENDA ITEMS**

Nil.

### **GENERAL BUSINESS**

The following matters were discussed without resolution:

- Partnership arrangements between Coonabarabran High School and the Coonabarabran Aero Club have resulted in five students learning to fly, three of whom are now flying solo.
- Request by RAAF for pavement concession for landings at Coonabarabran Aerodrome. Concern was raised about the condition of the last 300 metres of runway, particularly during times of wet ground conditions.

There being no further business the meeting closed at 10.45am, whereupon members travelled to the Baradine Aerodrome to inspect the new fence and the condition of the runway.

The next meeting will be held at the Coonabarabran Aero Club on Thursday, 15 August 2019 commencing at 9.30 am.

.....  
CHAIRPERSON

### **RECOMMENDATION**

That Council accepts the Minutes of the Warrumbungle Aerodromes Advisory Committee meeting held at Baradine on 14 May 2019.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **Item 7 Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 19 June 2019**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Urban Services
<b>Author:</b>	Director Technical Services – Kevin Tighe
<b>CSP Key Focus Area:</b>	Recreation and Open Space
<b>Priority:</b>	RO1 The planning and provision of local sports and recreation facilities and parklands reflect community needs and anticipated demographic changes.

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**PRESENT:** Cr Peter Shinton (Chairperson), Cr Ambrose Doolan, Ms Fay Chapman, Ms Dianne Dow, Ms Krista Holmesby and Mr David Hunter.

**IN ATTENDANCE:** Mr Kevin Tighe (Director Technical Services), Mr Shane Weatherall (Manager Urban Services) and Ms Sharmaine Kennedy (Supervisor Pools).

**APOLOGIES:** Ms Narda Abel.

#### **CONFIRMATION OF MINUTES**

**RECOMMENDED** that the minutes of the Coonabarabran Swimming Pool Advisory Committee meeting held on Tuesday, 10 April 2019 be confirmed.

**Hunter/Dow**

#### **BUSINESS ARISING FROM THE MINUTES**

- Discussion on attendance numbers for the 2018/2019 pool season. Surprise expressed at slight reduction (2%) in attendance at Coonabarabran.

#### **AGENDA ITEMS**

##### a) Submissions on the Upgrade Proposal for Coonabarabran Pool

Four (4) submissions were received on the upgrade proposal for Coonabarabran Pool. Three of the four submissions were positive and provided suggestions for enhancement. A response to each of the submissions is required.

#### **GENERAL BUSINESS**

##### Development of Plans

The committee was advised that there are currently no funds available in the budget for the development of design plans.

**RECOMMENDED** that Council write to the Local State Member of Parliament, Hon Roy Butler outlining Council's experience with funding submissions and invite him to meet with the Coonabarabran Swimming Pool Advisory Committee members.

**Hunter/Holmesby**

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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The following matter was discussed without resolution:

- Location of a disabled car parking space.

There being no further business the meeting closed at 6.07pm.

The next meeting will be held in the Gallery Meeting Room, Coonabarabran on Wednesday, 14 August 2019 commencing 5.00 pm.

.....  
CHAIRPERSON

### **RECOMMENDATION**

That:

1. Council accept the Minutes of the Coonabarabran Swimming Pool Advisory Committee Meeting held at Coonabarabran on 19 June 2019.
2. Council write to the Local State Member of Parliament, Hon Roy Butler outlining Council's experience with funding submissions and invite him to meet with the Coonabarabran Swimming Pool Advisory Committee members.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **Item 8 Minutes of Robertson Oval Advisory Committee Meeting – 3 July 2019**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Ovals
<b>Author:</b>	Director Technical Services – Kevin Tighe
<b>CSP Key Focus Area:</b>	Local Governance and Finance
<b>Priority:</b>	GF2.1 – Give communities of the shire opportunities to be informed about and involved in Council's activities and decision making.

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**PRESENT:** Cr Anne-Louise Capel (Chairperson), Cr Wendy Hill, Mrs Monica Foran, Mr Chris Sullivan and Mr Matthew Guan.

**IN ATTENDANCE:** Mr Kevin Tighe (Director Technical Services).

**APOLOGIES:** Mr Shane Weatherall (Manager Urban Services)

#### **CONFIRMATION OF MINUTES**

**RECOMMENDED** that minutes of the Robertson Oval Advisory Committee meeting held on Wednesday, 26 September 2018 be confirmed

**Hill/Foran**

#### **BUSINESS ARISING FROM THE MINUTES**

- Mr Chris Sullivan, Mrs Monica Foran and Mr Matthew Guan visited the Federal Member for Parkes, Hon Mark Coulton. Mr Coulton stressed the importance of participation of women in sport and any new or upgraded facility should have a focus on amenities for women. Mr Chris Sullivan also met with the former Member for Barwon, Kevin Humphries.

#### **AGENDA ITEMS**

a) Revised Concept Plan for the Development of a New Amenities Building at Robertson Oval

The agenda item was discussed without resolution. The following points were discussed by the Committee:

- The latest plans do not include undercover viewing area, medical room and toilets have been reduced in scope.
- There is concern about the layout of a line of single cubicle unisex toilets in the revised plans.
- No tiered seating – prefer sloped grass.
- Move building to east away from oval fence to eliminate tiered seating.
- Does access ramp meet guidelines / standards?
- Eliminate Office / Meeting Room from plans.
- Allocation of floor space dedicated to 'service' areas appears excessive.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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It was agreed that the Consultant be asked to consider further changes to the layout based on above comments and then engage a quantity surveyor to cost the project.

### **GENERAL BUSINESS**

The following items were discussed without resolution:

- Electronic scoreboard for the oval.
- The allocation of \$110,000 in the 2019/20 budget for upgrading existing toilets at Robertson Oval for disability access.
- It was noted that both St Michael's School and the Central School held their respective athletic carnivals at the oval and it was reported that the grounds were in excellent condition.

There being no further business the meeting closed around 6.10 pm.

The next meeting is to be held on Wednesday, 11 September 2019 commencing at 5.00pm.

.....  
CHAIRPERSON

### **RECOMMENDATION**

That Council accepts the Minutes of the Robertson Oval Advisory Committee meeting held at Dunedoo on Wednesday, 3 July 2019.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 9 Minutes of TRRRC 355 Advisory Committee Meeting – 11 June 2019

<b>Division:</b>	Development Services
<b>Management Area:</b>	Property and Risk
<b>Author:</b>	Acting Manager Property and Risk – Kelly Dewar
<b>CSP Key Focus Area:</b>	Local Economy
<b>Priority:</b>	LE4 There are diverse products and services locally available and minimal economic leakage to larger regional areas

---

### MEETING OPENED: 2.00pm

**PRESENT:** Cr Denis Todd, Cr Anne-Louise Capel, Cr Wendy Hill, Neville Stanford, Mary Warren, John Horne, Alice Mayes.

**ATTENDING:** Roger Bailey (*General Manager WSC*) Leeanne Ryan (*Director Development Services*), Kelly Dewar (*Acting Manager Property and Risk WSC*) and Darren Devenish (*Acting Manager Projects WSC*)

**APOLOGIES:** No apologies

#### 1. **DECLARATION OF PECUNIARY OR NON PECUNIARY INTEREST**

None.

#### 2. **ACCEPTANCE OF THE MINUTES 3 April 2019.**

**RECOMMENDATION** that minutes of the Three Rivers Regional Retirement Community S355 committee meeting on 3 April 2019 be accepted

**STANFORD/WARREN**

#### 3. **BUSINESS ARISING** - No business arising.

2.05pm – Resolved Committee to go into closed committee to consider business relating to TRRRC confidential information.

**CAPEL/HILL**

#### 4. **CONFIDENTIAL DISCUSSION**

2.10pm Fiona Luckhurst and Sue Stoddart joined the meeting

2.18pm Sally Dent joined the meeting

**RECOMMENDATION** that the Committee hold a meeting as matter of urgency to consider costings and options for the TRRRC project moving forward.

**STANFORD/WARREN**

3.08pm – Resolved that Committee return to open meeting.

**CAPEL/HILL**

# **WARRUMBUNGL E SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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5. **NEW BUSINESS**

**RECOMMENDATION** Council to make contact with RMS to inquire if the road is being widened in the vicinity of the retirement village site.

**CAPEL/STODDART**

6. **NEXT MEETING:** Tuesday 18 June 2019 1.00pm at TRRRC site for walk thru, then 2.00pm at the Old Bank Building Meeting Room, Dunedoo.

**MEETING CLOSED:** 3.09pm

**RECOMMENDATION**

Council notes the minutes of the Three Rivers Regional Retirement Community S355 Committee meeting held at Dunedoo on 11 June 2019

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 10 Minutes of TRRRC 355 Advisory Committee Meeting – 18 June 2019

<b>Division:</b>	Development Services
<b>Management Area:</b>	Property and Risk
<b>Author:</b>	Acting Manager Property and Risk – Kelly Dewar
<b>CSP Key Focus Area:</b>	Local Economy
<b>Priority:</b>	LE4 There are diverse products and services locally available and minimal economic leakage to larger regional areas

---

### MEETING OPENED: 2.17pm

**PRESENT:** Cr Anne-Louise Capel, Cr Wendy Hill, Sally Dent, John Horne, Fiona Luckhurst, Neville Stanford, Sue Stoddart, Mary Warren, Alice Mayes.

**ATTENDING:** Roger Bailey (*General Manager WSC*) Leeanne Ryan (*Director Development Services*), Kelly Dewar (*Acting Manager Property and Risk WSC*), Darren Devenish (*Acting Manager Projects WSC*) and Cr Ambrose Doolan

**APOLOGIES:** Cr Denis Todd

**HILL/WARREN**

1. **DECLARATION OF PECUNIARY OR NON PECUNIARY INTEREST**

None.

2. **ACCEPTANCE OF THE MINUTES 11 June 2019.**

**RECOMMENDATION** that minutes of the Three Rivers Regional Retirement Community S355 committee meeting on 11 June 2019 be accepted

**WARREN/DENT**

3. **BUSINESS ARISING** - No business arising.

4. **CONFIDENTIAL FEASIBILITY REPORT**

**RECOMMENDATION** Council to explore the option of an affordable housing provider to participate in the TRRRC project.

**STANFORD/DENT**

**RECOMMENDATION** that any option being considered must include the Community Centre, Outdoor Living Classroom and walk/cycleway for access to Dunedoo main shopping precinct of Bolaro Street.

**LUCKHURST/MAYES**

The above recommendations were considered at the Ordinary Council meeting held 20 June 2019 and Council resolved:



# WARRUMBUNGLA SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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**453/1819 RESOLVED** that Council:

1. *Endorse the actions as outlined in the report in relation to the Three Rivers Regional Retirement Community Project.*
2. *Seeks the advice of the Three Rivers Regional Retirement Community s355 Committee on the future of the project.*
3. *Explore the opportunity to include the community centre, outdoor living classroom and walk / cycleway in the future options for the Three Rivers Regional Retirement community project*
4. *Explore options for the affordable housing providers to participate in the project.*

5. **NEW BUSINESS**

**RECOMMENDATION** that the day of the meeting be changed to first Tuesday of the month.

**LUCKHURST/STODDART**

6. **NEXT MEETING:** To be confirmed

**MEETING CLOSED:** 3.40pm

**RECOMMENDATION**

Council notes the minutes of the Three Rivers Regional Retirement Community S355 Committee meeting held at Dunedoo on 18 June 2019

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 11 Coonabarabran Emergency Water Supply Project – June 2019 Update

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Warrumbungle Water
<b>Author:</b>	Manager Warrumbungle Water – Cornelia Wiebels
<b>CSP Key Focus Area:</b>	Public Infrastructure & Services
<b>Priority:</b>	PI7 Communities across the Shire are supported by the secure, long term supply of energy and clean water.

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#### Reason for Report

To update Council on the progress of the Coonabarabran Emergency Water Supply Project.

#### Background

Council has received monthly reports on the project setting out details on the progress of the works being undertaken and the water level in Timor Dam.

This report sets out the current position as at 5 July 2019.

For Council's additional information, the numbers, names and depths of all bores are summarised in the table below. Additionally, the depths of test bore holes are given.

<b>Bore No</b>	<b>Bore name</b>	<b>Bore location</b>	<b>Bore depths (m)</b>
1	Robertson Street	Town	22
2	Namoi Street, South of river	Town	24
3	Namoi Street, North of river, new (closest to river)	Town	90
4	Namoi Street, North of river, old (closest to White Street)	Town	26
5	Nandi Park	Timor Rd	48
	<i>Nandi Park test hole</i>	<i>Timor Rd</i>	39
6	WTP*, old	WTP	39
7	WTP*, new	WTP	88
	<i>WTP test hole 1</i>	<i>WTP</i>	18
	<i>WTP test hole 2</i>	<i>WTP</i>	43
8	Nandi Creek	Timor Rd	150
9	<i>Morrissey's Corner – discontinued/not equipped due to insufficient yield</i>	<i>Timor Rd</i>	150
10	Homeleigh Drive	Timor Rd	150
11	Bart Bok	Timor Rd	136
12	New bore at Timor Dam	Timor Dam	150

\*WTP = Water Treatment Plant, Coonabarabran

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

### Issues

#### 1. Timor Dam Level

The water level in Timor Dam is at 19.7%. This represents slight decrease of 0.1% since the last report in June 2019.

Gravity draw down is not possible and the dead storage pump out system will need to be used if sourcing of dam water is required.

#### 2. Consumption

The average daily consumption in June was 850 kL/day.

#### 3. Standpipe Usage

Between 3/06 and 2/07/2019 a total of 100 kL were purchased from the Coonabarabran standpipe through commercial water carters. This amounts to an average of 2.9 kL/day, representing an decrease of 2,910 L/day compared to the last report in June.

#### 4. Supply

Council has been drawing its town water supply from ten (10) bores and the Castlereagh River. The eleventh bore at Timor Dam (bore No 12) was taken online on 14 June.

Siding Springs Observatory and non-potable water users along Timor Road continue to be supplied through the Bart Bok Bore (No 11).

#### 5. New Bores

The last of the seven (7) new bores, bore #12 at Timor Dam, was taken online on 14 June.

#### 6. Equipment of Bores

Delivery and installation of remaining level instrumentation and data loggers for the old and test bore holes has now commenced and is expected to be completed over the next weeks. The installation of this equipment is a prerequisite to enable finalisation of the hydrogeological report.

#### 7. Water licensing

Current available entitlements are:

Entitlement (ML/year)	Water source (management zone)	Water Sharing Plan	Access/Storage	Location
800	Castlereagh River Above Binnaway Water Source (Castlereagh River – Timor Dam to Pound Yard Weir Management Zone)	Castlereagh (below Binnaway Unregulated and Alluvial Water Sources)	In-river dam (1,140 ML), Pound Yard Weir	Timor Dam, Castlereagh River

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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50 + 75 temporary (2018/19)	Southern Recharge Groundwater Source	Great Artesian Basin Groundwater Source	Artesian bores	Coonabarabran (all bores)
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The current annual groundwater allocation of 125 ML/a has been used up on 7 February 2019. Emergency funding has been applied for to purchase a permanent allocation of additional 250 ML/a, however has been declined. Finalisation of the hydrogeological report may result in granting of increased licence allocation.

### 8. Additional Water Security – Groundwater Pipeline

A detailed application for funding under the Safe and Secure Water Program (SSWP) to construct a dedicated groundwater pipeline between the Bart Bok bore (No 11) and the WTP was submitted in March 2019. The project includes the installation of a 8.7km long and 200mm diameter pipeline parallel to the current gravity feed main coming from Timor dam.

Funding for this project under the SSWP was declined in early July, however an announcement was made on 11 June that funding of \$2.2M for this project will be made available as part of the State Government Drought Infrastructure Package.

### 9. Water restriction levels

The restriction level remains at 4 as introduced on 1 March 2019.

Level 4 permits the use of microsystems, drip systems and soaker hoses for two hours on Wednesday and Sunday for watering of gardens.

### 10. Fluoridation

A NSW Health support project is underway, where NSW Health engages an engineering consultant for fluoridation operations and maintenance upgrades. Site visits to Council's five (5) fluoridation plants were completed in late February 2019. Next steps include the preparation of a scope of works, tender documentation, tendering management and assessment by the consultant as well as the co-ordination of the delivery of training to Council staff.

### 11. Final Hydrogeological Report and Raw Water Quality Assurance Program and Report

These projects have commenced and are now underway requiring further input such as level information from bores and water quality data.

Finalisation of the Hydrogeological report is required to see how bore operation can be optimised to minimise impact on the water table. Information from the report may support Council's case to increase its annual groundwater allocation.

The Raw Water Quality Report is required to confirm with DOI Water that Section 60 approval for use of water from the new bores at the WTP is not required.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **Financial Considerations**

A further \$2.2M will be made available by the State Government for the Augmentation of Coonabarabran's Bore Water Supply. The submitted funding application did not include a Council contribution.

### **Attachments**

Nil

### **RECOMMENDATION**

That Council notes the June 2019 Update Report on the Coonabarabran Emergency Water Supply Project.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 12 2019 Local Government NSW Annual Conference

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Acting Executive Assistant to the General Manager – Erin Player
<b>CSP Key Focus Area:</b>	Local Government and Finance
<b>Priority:</b>	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity.

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#### Reason for Report

The Local Government NSW has announced their 2019 Annual Conference and will be held from Monday 14 October to Wednesday 16 October at Warwick Farm.

#### Background

The Annual Conference is the main policy making event for the local government sector. The event brings together representatives from Local Government Councils across NSW to provide a forum to debate against important issues relevant to local communities.

Conference key dates are as follows:

<b>24 June 2019</b>	<b>Conference motions open</b>
<b>15 July 2019</b>	<b>Event registration opens</b> (note: voting delegates must be registered to attend the Conference <b>and</b> be registered as a nominated voting delegate)
<b>19 August 2019</b> 12 midnight (AEST)	<b>Deadline for submitting motions</b> (note: the latest date motions can be accepted for inclusion in the Business Paper is 16 September 2019)
<b>20 September 2019</b> 12 midnight (AEST)	<b>Deadline for nominating voting delegates</b>
<b>14 – 16 October 2019</b>	<b>LGNSW Annual Conference</b>
<b>15 October 2019</b>	<b>Conference Dinner</b>

Council is entitled to one voting delegate attending the Conference.

Council's Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors provides for the General Manager plus up to three (3) to attend the LGNSW Conference.

# **WARRUMBUNGLA SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **Financial Considerations**

Costs are yet to be determined for registration, travel, food and accommodation and will be provided as per the Policy for Payment of Expenses and the Provision of Facilities to Mayors and Councillors.

### **Attachments**

1. LG NSW Annual Conference correspondence dated 12 June 2019

### **RECOMMENDATION**

That Council:

1. Appoint the Mayor as Council's delegate to attend the LGNSW Annual conference to be held in Warwick Farm from Monday 14 October to Wednesday 16 October 2019; and
2. Nominate up to two (2) Councillors to attend the conference as observers.
3. Call for draft motions by Councillors for the conference.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 13 Stronger Country Communities Fund – Round Three

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Executive Services
<b>Author:</b>	Acting Executive Assistant to the General Manager – Erin Player
<b>CSP Key Focus Area:</b>	Recreation and Open Space
<b>Priority:</b>	RO1 The planning and provision of local sports and recreation facilities and parklands reflect community needs and anticipated demographic changes.

---

### Reason for Report

To inform Council about the recent announcement from the NSW Local Government on the release of Round Three of the Stronger Country Communities Fund (SCCF).

### Background

The Stronger Country Communities Fund has been supporting regional communities across NSW since 2017 in helping them to deliver projects to improve the lives of residents and enhance the attractiveness of their local communities.

Round Three of the SCCF opened on 1 July 2019 for 13 weeks and will be focusing on delivering local infrastructure and programs to improve the quality of life of people aged between 12 to 24 years old. In this Round funding of \$796,274 is being made available for projects in the Warrumbungle Shire Local Government Area.

Some changes that have been made to this Round include:

1. Extending the open period to three months
2. Extending the funding period from two years to three years to allow applicants sufficient time to deliver projects
3. Opening the round to applications directly from eligible community groups who will be responsible for delivering projects if successful
4. Not conducting choice modelling. Applicants will be required to provide evidence of community consultation and support for projects in the application

In past rounds Council received funds and applied these funds to the following projects:

Round 1 - \$810,348

- Coonabarabran Sport and Recreation Centre - \$324,438
- Coonabarabran Sporting Complex: Multipurpose Courts - \$485,910

Round 2 – total funding \$1,597,353

- Bowen Oval: lighting construction and upgrade – \$300,670



# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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- Leadville Hall: upgrades to the hall and construction of a new toilet block – \$486,826
- Coonabarabran Skate Park: installation of shade – \$51,283
- Baradine Skate and Activity Park: construction of a skate and activity park (Skatepark 2020) – \$168,300
- Mendooran Mechanics Institute: upgrades and construction to hall and amenities block – \$268,831
- Binnaway Bowling Club: upgrades to the outdoor lighting, kitchen and installation of children's play area – \$119,648
- Mendooran Turf Club and Golf Club: construction of new facilities including a female jockey room – \$201,795.

### Issues

The changes to Round Three include the funding being available to a broader range of applicants which include not-for-profit organisations and community groups. Thus, unlike previous funding rounds community groups may apply for the funding directly.

The following types of projects are considered eligible:

#### **Youth-related projects must be for:**

- development of new or upgrades to existing infrastructure for young people; or
- delivering programs for young people.

Youth-related projects must be aligned to the areas of community, wellbeing, connectivity and work readiness.

#### **General community amenity projects must be for:**

- construction of new, or upgrades to existing, local community infrastructure
- construction of new, or upgrades to existing, local sporting infrastructure
- capital works related to street beautification and other public places that promote the health, happiness and wellbeing of the community
- delivering programs that benefit the local community
- infrastructure to assist the delivery of general community programs.

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

Eligible project costs are to include those associated with:

- building local infrastructure
- building a new website or app
- delivering programs
- exhibition displays
- hosting an event

The minimum grant is \$50,000.

Applications close at 5.00pm on Friday 27 September 2019.

# **WARRUMBUNGLA SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **Financial Considerations**

Available funding for Round Three for the Warrumbungle Shire Council will be \$796,274. At least 50% of the funding will need to be allocated to projects that support young people in the local community.

### **Attachments**

1. Letter from Deputy Premier, the Hon John Barilaro MP
2. SCCF Round Three Funding Guidelines
3. SCCF Round Three Frequently Asked Questions

### **RECOMMENDATION**

That Council:

1. Note Round Three of the Stronger Country Communities Fund for information;
2. Determine applications at the August 2019 meeting of Council;
3. Councillors submit possible applications to Council by

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 14 Council Resolutions Report July 2019

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Acting Executive Assistant to the General Manager – Erin Player
<b>CSP Key Focus Area:</b>	Local Government and Finance
<b>Priority:</b>	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

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### **Reason for Report**

To provide Council with updated information on the progress of Council resolutions.

### **Background**

The General Manager is responsible for overseeing the progression of information from relevant staff to Council via the Business Paper and monthly Council meetings.

Furthermore, the General Manager is responsible for ensuring appropriate information regarding Council resolutions and deliberations are provided to Directors and relevant staff. Each Council resolution is allocated to a directorate for action. Directors and Managers provide feedback to the General Manager on the progress of resolutions each month by way of the attached Council Resolution Report. Once an item is noted by Council as being complete it is removed from the Report.

Resolutions that remain 'In Progress' for a 12 month period will be reported to Council as a separate agenda item with a new Recommendation. This will provide Council staff the opportunity to detail the history and issues of outstanding items before Council reconsiders the matter.

### **Issues**

This feedback is provided to Council for information purposes.

### **Attachments**

1. Council Resolution Report, July 2019

### **RECOMMENDATION**

That the Council Resolution Report for July 2019 be noted for information.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **Item 15 Revotes Report July 2019**

<b>Division:</b>	Executive Services
<b>Management Area:</b>	Governance
<b>Author:</b>	Acting Executive Assistant to the General Manager – Erin Player
<b>CSP Key Focus Area:</b>	Local Government and Finance
<b>Priority:</b>	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

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### **Reason for Report**

To provide Council with updated information on the progress of projects that Council has funded by revote.

### **Commentary**

From time to time, Council endorses changes to its adopted annual budget by way of a revote. A report on those projects that have been subject to a revote is compiled, with updates provided on progress.

The General Manager is responsible for overseeing the progression of information from relevant staff to Council via the Business Paper and monthly Council meetings.

Council is provided with information on revote items and their progress in the attached report.

### **Attachments**

1. Revote Report, July 2019

### **RECOMMENDATION**

That the Revote Report for July 2019 be noted for information.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 16 Investments and Term Deposits – month ending 30 June 2019

<b>Division:</b>	Corporate and Community Services
<b>Management Area:</b>	Financial Services
<b>Author:</b>	Acting Assistant to the Senior Accountant – Rachael Carlyle
<b>CSP Key Focus Area:</b>	Local Governance and Finance
<b>Priority:</b>	GF4 Council's governance practice and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

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#### **Reason for Report**

As required by clause 212 of the *Local Government (General) Regulation 2005*, the details of all monies invested by Council under section 625 of the *Local Government Act 1993* must be reported to Council at each Ordinary Meeting.

#### **Background**

Council is authorised by s 625 of the *Local Government Act 1993* (the Act) to invest its surplus funds in the forms of investment notified in an Order of the Minister dated 12 January 2011.

Clause 212 of the *Local Government (General) Regulation 2005* (the Regulation) requires a Council to provide a written report to the Ordinary Meeting of Council giving details of all monies invested and a certificate as to whether or not the investments have been made in accordance with the Act, Regulations and Council's Investment Policy.

#### **Issues**

##### **Comments on Performance**

##### Marketable Securities, Term Deposits and At Call Investment Accounts

In accordance with regulatory requirements and Council's Investment Policy, the majority of Council's current investment portfolio continues to be invested in term deposits and at call accounts.

##### Marketable Securities

Council currently holds no Marketable Securities.

##### Term Deposits

During the month, \$2,000,000.00 of term deposits matured, earning Council a total of \$23,443.85 in Interest.

In June, the following placements were made to term deposits:

- \$1,000,000 with NAB at a rate of 1.98%

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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The balance of the term deposits at the end of the month was \$13,000,001.00.

### **At Call**

At Call accounts are used to hold funds for shorter periods and generally are adjusted on a weekly basis to meet cash flow requirements. During the month \$3,360.76 interest was received on the balances in the accounts and net transfers of \$1,835,465.50 were made from these accounts resulting in a month end balance of \$3,271,163.63.

### **Income Return**

The average rate of return on Investments for the month of 2.38% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 1.42%.

Council's full year projected budget for 2018/19 for interest is \$366,560.00. At the end of June the amount of interest received and accrued should approximate 100% of the total year budget, ie. \$366,560.00. On a year to date basis, interest received and accrued totals \$320,944.64 which is only 87.56% of the projected annual budget.

### **Financial Implications**

Based on the current investment market and Council's current investment holdings and maturity dates, the average rate of return on Council's investment portfolio has exceeded the BBSW benchmark rate overall. However, the projected interest to be received on investments may be around \$45,000 short.

In addition to the 'at call accounts and term deposits' held as at 30 June 2019, Council had a 'cash at bank balance' of \$966,545.07.

# WARRUMBUNGLA SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

**Table 1: Investment Balances – 30 June 2019**

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
<b>At Call Accounts</b>							
NAB		At Call	at call	ADI	ADI	1.09%	354.52
NAB		Bpay	at call	ADI	ADI	0.00%	96,622.58
ANZ		At Call	at call	ADI	ADI	0.75%	7,017.11
Regional Australia Bank		At Call	at call	LMG	LMG	0.60%	1,544.85
T Corp IM Cash Fund		At Call	at call	P	P	2.34%	3,151,261.34
CBA At Call		At Call	at call	ADI	ADI	1.20%	14,363.23
<b>Sub-Total</b>							<b>3,271,163.63</b>
<b>Term Deposits</b>							
AMP	21-Jan-19	10-Jul-19	170	UMG	UMG	2.75%	1,000,001
AMP	31-Jan-19	24-Jul-19	174	UMG	UMG	2.75%	1,000,000
WBC	19-Feb-19	07-Aug-19	169	ADI	ADI	2.49%	1,000,000
AMP	27-Feb-19	26-Aug-19	180	UMG	UMG	2.80%	1,000,000
Bank of Queensland	05-Mar-19	13-Sep-19	192	LMG	LMG	2.65%	1,000,000
NAB	19-Mar-19	27-Sep-19	192	ADI	ADI	2.50%	1,000,000
NAB	02-Apr-19	15-Oct-19	196	ADI	ADI	2.48%	1,000,000
CBA	30-Apr-19	29-Oct-19	182	ADI	ADI	2.12%	1,000,000
AMP	22-May-19	15-Nov-19	177	ADI	ADI	2.55%	1,000,000
CBA	27-May-19	28-Nov-19	185	ADI	ADI	2.08%	1,000,000
CBA	27-May-19	16-Dec-19	203	ADI	ADI	2.08%	1,000,000
CBA	31-May-19	15-Oct-19	137	ADI	ADI	2.09%	1,000,000
NAB	26-Jun-19	03-Jan-20	191	ADI	ADI	1.98%	1,000,000
<b>Sub-Total</b>							<b>13,000,001.00</b>
<b>Total</b>							<b>16,271,164.63</b>

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Credit Rating Legend

<b>P</b>	Prime	<b>HG</b>	High Grade	<b>LMG</b>	Below Upper medium grade
<b>ADI</b>	Big Four – ANZ, CBA, NAB, WBC	<b>UMG</b>	Upper Medium Grade		



# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

Table 2: At Call and Term Deposits – Monthly Movements

Bank	Opening Balance	Interest Added to Investment	Net Placements/ Withdrawals	Closing Balance
NAB	354.52			354.52
NAB B pay At Call	261,142.08		(164,519.50)	96,622.58
ANZ	7,025.64	6.47	(15.00)	7,017.11
Regional Australia	1,544.03	0.82		1,544.85
T Corp IM Cash	1,147,907.87	3,353.47	2,000,000	3,151,261.34
CBA At Call	14,363.23			14,363.23
<b>Total at call</b>	<b>1,432,337.37</b>	<b>3,360.76</b>	<b>1,835,465.50</b>	<b>3,271,163.63</b>
CBA	1,000,000.00	11,327.13	(1,011,327.13)	
WBC	1,000,000.00	12,116.72	(1,012,116.72)	
WBC	1,000,001.00			1,000,001.00
NAB	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
AMP	1,000,000.00			1,000,000.00
AMP	1,000,000.00			1,000,000.00
WBC	1,000,000.00			1,000,000.00
AMP	1,000,000.00			1,000,000.00
Bank of	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
CBA	1,000,000.00			1,000,000.00
AMP	1,000,000.00			1,000,000.00
CBA			1,000,000.00	1,000,000.00
<b>Total Term Deposits</b>	<b>14,000,001.00</b>	<b>23,443.85</b>	<b>(1,023,443.85)</b>	<b>13,000,001.00</b>
<b>Total</b>	<b>15,432,338.37</b>	<b>26,804.61</b>	<b>812,021.65</b>	<b>16,271,164.63</b>

### Certification of Responsible Accounting Officer

I hereby certify that the investments listed in the report above have been made in accordance with section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005* and Council's Investments Policy.

\_\_\_\_\_  
Responsible Accounting Officer

# **WARRUMBUNGLA SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **RECOMMENDATION**

That Council note and accept the Investments and Term Deposits Report for the month ending 30 June 2019 including a total balance of \$17,239,709.70 being:

- \$3,271,163.63 in at call accounts
- \$113,000,001.00 in term deposits
- \$966,545.07 cash at bank

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 17 Name Change Proposal for the Locality of Napier Lane

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Asset and Design
<b>Author:</b>	Emergency Services Coordinator – Phil Southwell
<b>CSP Key Focus Area:</b>	Public Infrastructure and Services
<b>Priority:</b>	PI2.2 Ensure that local emergency services are equipped trained and prepared to manage natural disasters and critical incidents.

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#### **Purpose**

The purpose of this report is to consider renaming the locality of Napier Lane.

#### **Background**

Council commenced a review of the Comprehensive Property Addressing System (CPAS) in 2015 (Resolution 132/1516). The review to date has involved boundary modification and consolidation of localities with the aim of making localities more closely match the present towns and villages. This is proceeding with Council working with both the Geographical Names Board (GNB) and the community.

#### **Issues**

The boundaries associated with the locality of Napier Lane will be changed, however the locality of Napier Lane still exists. This issue is holding up the boundary changes in the Coonabarabran area.

Council at its meeting of 18 October 2018 resolved the following:

**161/1819 RESOLVED** that the locality (suburb) of Napier Lane be changed to Napier.'

Notice has been received that the GNB has rejected the proposed locality name of Napier due to a duplication of the name elsewhere.

#### **Options**

##### Option 1

Council consider a variation of the name that would then be reconsidered by GNB and most likely acceptable. These options could include the following:

- Napier Vale
- Napier Plains
- Napier Hills

Napier Downs was also considered, however was objected by the property owner who has the same property name of 'Napier Downs'. This property owner is strongly of the view that creation of 'Napier Lane' locality in the first place was a mistake and that property owners in the district identify with either Purlewaugh or Ulamambri.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### Option 2

Council consider that the complete locality (suburb) of Napier Lane be incorporated into Purlewaugh, Ulamambri and Coonabarabran localities therefore reducing the number of localities within the Shire.

Community consultation should be undertaken to determine any objections, preferred locality or community interest should Napier Lane be removed.

### **Financial Considerations**

There are no financial implications.

### **Attachments**

1. Napier Lane Locality Map.

### **RECOMMENDATION**

That the locality of Napier Lane be abolished and affected properties are incorporated into either Purlewaugh, Ulamambri or Coonabarabran subject to:

1. Concurrence from Geographical Names Board.
2. Consultation with property owners on new locality boundaries.
3. Report back to Council on final boundaries for revised localities of Purlewaugh, Ulamambri and Coonabarabran.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 18 Proposal to Name and Gazette Two Private Roads in Homeleigh Drive Estate

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Asset and Design
<b>Author:</b>	Emergency Services Coordinator – Phil Southwell
<b>CSP Key Focus Area:</b>	Rural & Urban Development
<b>Priority:</b>	RU4 Our towns and villages are characterised by their attractiveness, appearance, safety and amenity

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#### **Purpose**

The purpose of this report is to consider objections to the naming of the two private roads within Homeleigh Drive Estate.

#### **Background**

Council resolved at its meeting of 21 March 2019 the following:

***'345/1819 RESOLVED** that the two private roads in the Homeleigh Drive Estate subdivision be named Biruu Gaba Road and Shawns Creek Road and advertised in accordance with procedures in the Roads Regulation 2018.'*

The proposal was advertised in accordance with Regulation 7 of the Roads Regulation 2008, with a 21 day period for objections advertised in the local media and on Council's website.

#### **Issues**

Notification of the endorsed Homeleigh Drive Estate road names, Biruu Gaba Road and Shawns Creek Road, was forwarded to property owners on the 3 April 2019 and advertised in the Coonabarabran Times on the 18 April 2019 with comments to be received by the 25 April 2019. Two objections were received being one written and one verbal.

The written complaint (*see attachment*) objected to the naming of the northerly road as Shawns Creek Road with the preference being Biruu Gaba Road.

The verbal complaint objected to the name of Biruu Gaba Road and requested that their road, that runs easterly, be named Barmera Drive as per their initial submission. This proposed road name was also the name of their property and was rejected by the Coonabarabran Local Aboriginal Land Council (LALC) due to the proposed name not being a local Gamilaraay word.

Council has discretion in this matter. The road names of Shawns Creek Road and Biruu Gaba Road have been referred to the Geographical Names Board (GNB) with no objections being received.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **Options**

As an objection was received for the naming of the road that extends to the north being Shawns Creek Road, this road now be called Biruu Gaba Road.

The road that extends to the east be named one of the following proposals:

- Bagay Gali Drive (*Aboriginal – Bagay meaning ‘creek or river’ and Gali meaning ‘water’*)
- Burruba Min Drive (*Aboriginal – meaning ‘many stars’*)
- Warawara Yurum (*Aboriginal – meaning ‘crooked track’*).
- Sandy Ridge Road
- Lizard Lane
- Echidna Close

The above suggested names have not been approved by GNB and the Aboriginal words will require the Coonabarabran LALC to confirm their authenticity.

The process of officially naming a road includes notifying GNB, confirmation of Aboriginal name with LALC and notify affected residents.

### **Financial Considerations**

The funds that are required for advertising the proposed road names and erection of a sign are available within current budget allocations.

### **Attachments:**

1. Homeleigh Drive Estate Map – Proposed Private Road Names
2. Written Submission – Objection

### **RECOMMENDATION**

That Council undertakes the process of officially naming the following two private roads that intersect with Homeleigh Drive:

1. Biruu Gaba Road (that extends north from Homeleigh Drive approximately 100 metres north of Castlereagh River).
2. Echidna Close (road that extends in an easterly direction approximately 1.4km north of Castlereagh River).

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **Item 19 Proposed Extension of Road Maintenance Works on Wardens Road**

<b>Division:</b>	Technical Services
<b>Management Area:</b>	Road Operations
<b>Author:</b>	Director Technical Services – Kevin Tighe
<b>CSP Key Focus Area:</b>	Public Infrastructure and Services
<b>Priority:</b>	P13 Roads throughout the shire are safe, well-maintained and appropriately funded.

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#### **Purpose**

The purpose of this report is for Council to respond to the owner of the property 'Gundooee' regarding maintenance responsibility on Wardens Road.

#### **Background**

Council's road register indicates that Council is responsible for maintaining the first 5.3km of Wardens Road. The total length of Wardens Road is 9.3km and the Gundooee property boundary is at the 8km point along the road. The owner of Gundooee is pursuing Council to extend maintenance responsibility for the full length of Wardens Road and in particular for Council to accept responsibility for a creek crossing which is also at the end of Wardens Road.

#### **Issues**

There are many hundreds of kilometres of public road that are not maintained by Council. Council does not automatically accept maintenance responsibility for all public roads. In accordance with Section 71 of the Roads Act 1993, Council has discretion in relation to roadworks and also Council must keep a register of roads that it does maintain. This discretionary power recognises the fact that Local Government has limited financial resources for roadworks.

The owner of Gundooee is particularly keen for Council to accept responsibility for a creek crossing near the end of the road. The creek crossing is not founded on rock and during rainfall it often becomes impassable. The creek is a priority one stream and any work on the causeway requires permit approval from Department of Fisheries.

Despite the registered length of 5.3km, advice from past Supervisors is that works have been undertaken by Council on some sections of a further 2.7km of Wardens Road. This 2.7km of Wardens Road is generally well formed and Council has placed gravel and graded the road at various locations along this 2.7km section. The property Gundooee is located the end of the 2.7km section, that is 8km from the intersection of Wardens Road and Sir Ivan Dougherty Drive.

There is a significant creek crossing on Wardens Road, which is located 9.3km from Sir Ivan Dougherty Drive. Council has not undertaken any work on this creek crossing.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **Options**

Council has discretion in this matter and there appears to be the following three options:

1. Council continue to maintain the first 5.3km of Wardens Road, that is, no change to the existing approved network of road lengths.
2. The length of road maintenance on Wardens Road is extended by 2.7 km to the boundary of the property 'Bald Ridge' and 'Gundooee' on the southern side of Wardens Road.
3. The length of road maintenance on Wardens Road is extended to the full length of the road reserve, that is, 9.3km including the creek crossing at the end of Wardens Road.

The location of Wardens Road and the various sections is shown in maps 1 and 2 in the attachment.

### **Financial Considerations**

The cost of maintenance grading is around \$2,600 per km and the cost of gravel resurfacing an unsealed road is around \$20,000 per km. Wardens Road is a category 2 road where the target for maintenance grading is once every 3 years and the target for gravel surface renewal (gravel resheeting) is once every 15 years.

Based on these costs and targets, the annual cost of including an additional 2.7km of Wardens Road on Council's register will be \$2,340 per year for maintenance grading and \$3,600 per year for gravel resheeting. Given the fact that maintenance works have occurred on this 2.7km section of Wardens Road the actual increase in annual costs may not be this high.

The estimated cost of upgrading the creek crossing to form a rock based foundation is \$20,000.

### **Attachments**

1. Maps 1 & 2 – Location of Wardens Road and the Various Sections.

### **RECOMMENDATION**

The length of Wardens Road maintained by Council remains at 5.3km measured from the intersection of Wardens Road and Sir Ivan Doughety Drive.



# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 20 Re-establish Alcohol Free Zones

<b>Division:</b>	Environment and Development Services
<b>Management Area:</b>	Regulatory Services
<b>Author:</b>	Acting PA to Director Environment and Development Services –Joanne Hadfield
<b>CSP Key Focus Area:</b>	Rural and Urban Development
<b>Priority:</b>	RU4 Our towns and villages are characterised by their attractiveness, appearance, safety and amenity

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### Reason for Report

To re-establish the Alcohol Free Zones within the towns of Baradine, Binnaway, Coonabarabran, Coolah, Dunedoo and Mendooran as per Section 646(1) of the Local Government Act 1993.

### Background

The proposed renewal of existing Alcohol Free Zones throughout the Warrumbungle Shire (as per attached maps - Attachment 1) have now been exhibited as per **Resolution 381/1819** from the April 2019 Ordinary Council Meeting.

Letters were sent to Liquor Licensees, Secretaries of the Registered Clubs, Police, Local Aboriginal Lands Council and the Anti Discrimination Board notifying them of the proposed Alcohol Free Zones within the towns.

Advertisements were placed in local papers/newsletters for the towns, Council's website and Facebook.

The public exhibition period commenced on 16 May 2019 and concluded on the 28 June 2019.

### Issues

Council is to give proper consideration to any representations, submissions or objections received and as a result may amend or withdraw a proposal to establish an Alcohol Free Zone. Council acknowledges that an error in a lane name occurred on the Coolah listing on Alcohol Free Zones.

Coolah's Zones are:

- Binnia Street between Gilmore Street and Booyamurra Street
- Goddard Street between Central Lane and Binnia Street
- Campbell Street between Binnia Street and Sherwood Lane (previously stated as Central Lane, location is identified on map correctly)
- Martin Street between Central Lane and Binnia Street, including Car Park

From the public exhibition period, two submissions were received as per the Response to Submissions provided as Attachment 2; with a copy of the submissions provided as Attachment 3.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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One of the submissions was an objection and submitted on behalf of the proprietor of The Black Stump Inn Coolah seeking removal of the alcohol free zone encompassing the Black Stump Inn.

Council sought the opinion of the local police in regards to the submission and feedback from the Licencing Senior Constable at Mudgee Police is below as follows:

- Mudgee Police strongly object to the Alcohol Free Zone (AFZ) being lifted from outside the Black Stump Inn at Coolah as these AFZ assist in protecting the community, local surrounding businesses by reducing alcohol related crime, street drinking etc.
- There are issues identified with this request with one of these being that the area requested by management from the Black Stump Inn on the footpath outside their venue currently restricts people from drinking outside the venue due to the Alcohol Free Zone. The licensed boundaries for the premises only cover the inside of the premises and not the footpath outside their premises.
- The Licencing Senior Constable from Mudgee Police has attended the Black Stump Inn in Coolah previously and is aware of the area requested on the footpath outside the premises. It is noted there is insufficient space for the premises to have tables/chairs for consumption of alcohol as an area is required to be maintained for pedestrian circulation of at least 1.8 metres immediately adjacent the property boundaries (generally the building line), to ensure a clear passage for footpath users.
- The Licencing Senior Constable from Mudgee Police, in his opinion believes that a sufficient area already exists for patrons within the licensed boundaries for patrons attending therefore he would not support any footpath drinking area. Should consideration be given in permitting footpath drinking, stringent conditions and mediation with Council and Police should occur in order to draft conditions that could be included in such a policy. Furthermore, if this were to occur, would Council be able to manage and enforce this policy to ensure compliance which such conditions.

Council currently has no policy for outdoor dining, or business use of footpaths, and this would need to be created in line with relative legislation. Footpath dining areas associated with pubs or small bars require development consent under the Environmental Planning and Assessment Act 1979 in addition to a permit under Section 125 of the Roads Act 1993.

### **Options**

Council has the following options available:

1. Not renew the Alcohol Free Zones in Baradine, Binnaway, Coonabarabran, Coolah, Dunedoo and Mendooran.
2. Renew the Alcohol Free Zones in Baradine, Binnaway, Coonabarabran, Coolah, Dunedoo and Mendooran.

### **Financial Considerations**

Council is responsible for meeting the cost of providing/updating signage within the zones.

# **WARRUMBUNGLA SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **Attachments**

1. Maps showing the location of the current Alcohol Free Zones - Baradine, Binnaway, Coonabarabran, Coolah, Dunedoo and Mendooran.
2. Attachment 2 - Response to submissions
3. Attachment 3 - Copies of submissions received

### **RECOMMENDATION**

That Council:

1. Re-establish the Alcohol Free Zones in the towns of Baradine, Binnaway, Coonabarabran, Coolah, Dunedoo and Mendooran for a period of four (4) years from July 2019 to July 2023.
2. Develop a policy to address outdoor dining and business use of footpaths.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 21 Coonabarabran Administration Building Roof Replacement

<b>Division:</b>	Environment and Development Services
<b>Management Area:</b>	Development Services
<b>Author:</b>	Acting Manager Projects – Darren Devenish
<b>CSP Key Focus Area:</b>	Public Infrastructure and Services
<b>Priority:</b>	P15 Completion of the Urban Services capital program

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#### **Reason for Report**

To provide Council with information on the tender process undertaken for the Coonabarabran Administration Building Roof Replacement project, and to seek a direction forward from Council.

#### **Background**

For an extended period of time, the roof on the older section of the Coonabarabran Administration Centre has required rectification due to consistently leaking during heavy rain events. Considerable water damage has occurred and part of the upstairs office is closed off and is unable to be utilised by staff.

With the new section of the building being completed in 2012, the roof and guttering on the older section of the building requires upgrades to assist drain additional runoff from the new roof. The box gutter between the two roofs is ineffective and allows water to enter the ceiling cavity and penetrate offices both upstairs and downstairs including in the new Council Chamber, causing carpet damage, electrical issues and damaged equipment.

The existing roof framing, including the ceiling, of the older section of the building is to be removed, with existing wall plates and brickwork made good for new work to be carried out.

Council has called for tenders on two occasions for the project. The first tender was advertised April 2019 and closed in May 2019; with no tenders were received. After consideration by Council it was resolved that the project be re-tendered.

On 21 May 2019, Council re-tendered the project on the Warrumbungle Shire tender link and advertised the tender in newspapers, on social media and on Council's website. The tender generated 1,977 tender alerts with 18 building contractors downloading the tender documents. The building contractors that had downloaded the tender documents were from Dubbo, Tamworth, Armidale, Sydney and local builders to the Shire. At the tender closing time on 18 June 2019, there were no tenders received for the project.

Contact was made with a number of building contractors who had downloaded the documents and their reasons sought as to why they did not proceed with lodging a tender for the works. Their reasons are noted as follows;

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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1. Builders were faced with an overload of tendered works to be costed.
2. Builders had construction projects requiring completion towards the end of the financial year.
3. The project is a roofing project and there were more suitable whole construction projects that suited builders that were on offer at the time of tendering.
4. Builders were under pressure to fulfil prior building commitments and were not tendering on further projects at the time of tendering.
5. The first 8 weeks of 2019 were seen as quiet on the building front, but soon escalated to an abundance of work with demands for projects to be completed by end of the financial year.
6. Distance would make some building companies feel that their tender would not be competitive.

The tender was been advertised extensively through various local media outlets, in the Sydney Morning Herald and tendered on Warrumbungle Website via Tender Link for a 28 day period.

### **Issues**

The Coonabarabran Administration Building Roof project is required to be undertaken as soon as possible; tenders were called and no tenders were received.

Council has been unable to attract any firms to tender for the project through undertaking the tender process.

It is possible from the comments noted above that no tenders were received due to timing and the project coinciding with Drought Communities funding and other government funding streams provided for infrastructure.

A number of builders advised they would be interested in quoting under a select tender process. The feedback in particular from one of the major building companies advised that select tendering is the only new work that they are tendering, due to the volume of projects that are presently out in the construction market.

### **Options**

To move the project forward, Council has the following options available;

Option 1 - Readvertise the project to the open market for tender and seek to attract tenders through the tender process.

Option 2 - Not continue on with the tender process due to extenuating circumstances relating to the unavailability of building firms to tender for the project. Under s55(3)(i) Local Government Act 1993, an exemption to the tendering requirement is noted as follows;

#### ***55 Requirements for tendering***

*(3) This section does not apply to the following contracts:*

*(i) a contract where, because of extenuating circumstances, remoteness of locality or by unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders.*

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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This option is available to Council, because after two rounds of advertising for tenders, no tenders have been received; Council has been unable to attract any competitive or reliable tenders. If this option was selected, Council would call for quotes from suitable building firms to undertake the works.

Option 3 - Project management the roof replacement in-house and not engage a building firm to oversee and complete the entire project. This would require Council's Project Manager to oversee the works and engage tradespersons as required.

### **Financial Considerations**

Funds to undertake the project are included as capital works under the current budget.

### **RECOMMENDATION**

That Council readvertise the Coonabarabran Administration Building Roof project to seek tenders through the tender process.

# **WARRUMBUNGLE SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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### **Item 22 Coolah Youth and Community Centre Building**

<b>Division:</b>	Development Services
<b>Management Area:</b>	Development Services
<b>Author:</b>	Acting Manager Property and Risk – Kelly Dewar
<b>CSP Key Focus Area:</b>	Community and Culture
<b>Priority:</b>	CC5 Smaller communities across the shire remain sustainable.

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### **Reason for Report**

At the February Ordinary 2019 Council Meeting a presentation was made by representatives of the Coolah Youth and Community Centre Inc. in regards to transfer of ownership of the Coolah Youth and Community Centre Hall. It is requested that Council consider accepting the transfer of the centre, located at 10-12 Binnia Street, Coolah, on Lots 1 and 2 DP 986752, to Councils control.

### **Background**

The Coolah Youth and Community Centre Inc. (CYCCI) is requesting that the Coolah Youth and Community Centre be transferred to Council ownership as Community Land. The centre is currently run by the CYCCI and is used by local community groups on a regular basis. There is great demand from the community for a venue to hold private and public functions.

### **Issues**

The CYCCI wishes to focus on conducting youth activities and not the running of the centre.

The proposal put forward by CYCCI to Council for consideration is as follows:

- Coolah Men's Shed Group is looking for a place to locate a shed for the Men's Shed.
- The Coolah Men's Shed Group wants to build a shed on the land next to the centre.
- The Coolah Men's Shed members would utilise the kitchen and amenities at the centre and contribute to the maintenance and management of the centre.
- The maintenance and management of the centre would be Council's responsibility if the centre was to be transferred into Council's ownership.
- Council would need to establish a set of fees and charges for the use of the centre to align with the other Council owned community facilities throughout the Shire.
- Council's Operational Plan and Delivery Program enable schools and local not-for-profit organisations to request a hire fee waiver and as such no income is generated from these bookings.
- The Coolah Men's Shed would be required to hire the centre and pay any fees due unless a waiver by Council is granted.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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Financial considerations will need to be taken into account if Council accepts ownership of the centre. Any works or upgrades required to be undertaken to the facility will require supplementing out of Council's general fund, as the income generated from halls is minimal, and at the present time, does not cover the maintenance and running costs of each facility.

The Coolah Community Development Co-ordinator (CCDC) has indicated that the Coolah District Development Group (CDDG) will assist Council by applying for grants wherever possible to assist fund any works or upgrades required if Council agree to accept ownership of the facility.

On 3 April 2019, Council staff undertook an inspection of the building. It was noted the facility was in relatively sound condition.

On 4 June 2019, an independent building and pest inspection was undertaken by a licenced builder on Council's behalf to report on the condition of the building. As a result of the inspection the following matters were identified:

### *Internal*

- *Internal linings are of rendered brick, fibro and hardiflex. Cracked sheets are evident within the toilet/bathroom areas*
- *Tilework is in fair condition. Cracked and missing tiles are visible*
- *Timber floors are in good condition. Other floor coverings are in average condition*
- *Paintwork is fair.*

### *External*

- *The external cladding is of brick and fibro cladding to the gables and eaves. There is slight cracking in the brick mortar at the front of the building*
- *Paintwork is fair*
- *The dwelling has a metal roof and guttering installed. The roof iron is showing signs of rust but remains sound*
- *Timber and aluminium windows are installed. Replacing of cracked glass will have to be included in the future maintenance programme*
- *Paint work is in fair condition*
- *An electric hot water system is installed.*

### *Roof Cavity*

- *The roof cavity structure is of steel trusses and timber frames in good condition*
- *There is no insulation installed at ceiling level nor under the roof iron*
- *No water leaks were visible.*

### *Sub-Floor*

- *The foundations consist of brick piers*
- *Ant caps are installed*
- *The sub floor soil is dry*
- *All timber members are in very good condition*
- *An inspection of the sub floor towards the front of the building was denied*



# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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*due to no crawl space.*

### *Pest Inspection*

- *An inspection of internal soft woods revealed no termite activity*
- *The sub- floor is off cypress pine with no evidence of termites*
- *Ant caps are installed*
- *The roof cavity was clear of any infestation*
- *Perimeter and sub floor sprays would be advisable in the future maintenance programme.*

### *Notes*

- *The doors opening inwards into the toilet areas will require the hinges changing to meet fire and premises standards regulations*
- *The front timber doors facing north will require new locks to comply with fire regulations*
- *Internal doors if they don't comply could be removed*
- *We estimate the repairs mentioned above and upgrades for compliance would be approximately \$8,000 - \$9,000.*

Council owns community halls in Coonabarabran, Baradine, Binnaway, Mendooran, Purlewaugh and Dunedoo that are hired out to community members to hold large functions. Coolah does not currently have a Council owned community facility that can be hired out to hold large functions like the other towns in the Shire.

It is understood the community agreed to allow the former Coolah Hall (now Pandora Gallery and Library) to be utilised for library and art gallery purposes; funding for the fitout for the gallery and library was provided through Regional Partnerships Funding during 2006. It is advised that the changes occurred a number of years ago, and circumstances surrounding the need for a community hall have now changed.

The community were able to utilise the school hall for community functions and events over the past years; however this arrangement has now changed and the venue is often not available; meaning no common community gathering facility is available for use for residents of Coolah, particularly for holding large functions.

Council's Community Strategic Plan (CSP) states the long term outcomes for Community and Culture are to ensure smaller communities across the shire remain sustainable. Indicators of progress seek to demonstrate that the shire hosts a range of high profile and well-patronised community, cultural and arts events and that there is minimal evidence of social and economic disadvantage throughout our communities and the use of existing community facilities.

If Council was to accept transfer of the Coolah Youth and Community Centre the Council will be addressing CSP outcomes as the centre would provide a facility in Coolah that can host community, cultural and arts events and ensure that Coolah is not socially disadvantaged by not having a facility available for hire.

### **Options**

The options available to Council are as follows;

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

That Council accept the transfer of the Coolah Youth and Community Centre; classifying the land as operational land upon the transfer of the land.

That Council declines the request to transfer ownership of the Coolah Youth and Community Centre to Warrumbungle Shire Council.

### Financial Considerations

The financial information supplied by the Coolah Youth and Community Centre Hall indicated an income of \$1,350 received over the past financial year through the hiring of the hall to local groups. Expenses for the same period were electricity \$1,000, rates \$908, water charges \$400 and insurance \$1,524 totalling \$3,832.

There currently there are no bookings for the remainder of 2019 as the Coolah Youth and Community Centre Committee is no longer a functioning committee and does not hold current Public Liability Insurance.

The potential income from the hiring of the centre to community groups is \$6,350 per year; there are regular groups that will hire the centre throughout the year with the local school using the main room to sit their HSC exams.

A market appraisal of the building was undertaken by Piper Real Estate in June 2014 indicating a market valuation in the range of \$212,000 to \$262,000.

Council will need to establish a budget for the Coolah Youth and Community Centre if it was to accept ownership of the building.

The cost to Council for the running of the centre would need to include general operating expenses such as insurance, building maintenance, electricity, rates, water and cleaning costs. It is estimated that the total costs for running the hall will be \$24,149. Similar indicative costs from other Council owned facilities for 2018 are provided in Table 2.

Table 2: Council owned halls and community buildings operating costs for 2018

Facility Name	Operating Costs 2018	Total
Baradine Mechanics Institute	Operating Activities \$167 Utilities \$8,342 Building Maintenance \$588 Cleaning \$138 Pest Control \$68	\$9,304
Binnaway Community Hall	Operating Activities \$80 Utilities \$12,515 Building Maintenance \$3,281 Cleaning \$412	\$16,288
Coolah Shire Hall (Pandora Gallery and Library)	Utilities \$16,176 Building Maintenance \$4,304 Cleaning \$8,403 Security \$89	\$28,973
Coonabarabran Town Hall	Operating Activities \$513 Utilities \$34,222 Mowing and Gardens \$5,545 Building Maintenance \$7,279 Cleaning \$9,222 Pest Control \$68	\$66,938

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

	Security \$9,353	
Coonabarabran Sport and Recreation Centre	Operating Activities \$80 Utilities \$27,709 Building Maintenance \$13,198 Cleaning \$9,438 Pest Control \$68 Security \$92	\$50,585
Dunedoo Jubilee Hall	Operating Activities \$80 Utilities \$8,714 Mowing and Gardens \$1,825 Building Maintenance \$4,955 Cleaning \$2,047	\$17,621
Goolhi Community Hall	Utilities \$2,061 Building Maintenance \$85	\$2,146
Mendooran Mechanics Institute	Operating Activities \$1,919 Utilities \$7,784 Building Maintenance \$4,721 Cleaning \$1,535 Pest Control \$68	\$16,027
Purlewaugh Community Hall	Utilities \$4,948 Building Maintenance \$597	\$5,545

The building and pest inspection report for the centre noted immediate works required to be undertaken to ensure compliance with fire and premises standards estimated at \$8,000 - \$9,000.

The estimate for the internal repairs to be undertaken as listed in the builder's report is \$14,500; which would also provide an allowance for some of the floor coverings to be replaced.

Capital works being external painting and roof replacement if undertaken are estimated to cost \$120,000, though it is noted that these works will not be required in the immediate future as the roof is sound, and paint is in fair condition.

Other works required can be either added to the maintenance schedule for the building for future years or funding can be actively sought by the CCDC as noted previously in this report.

Council's finances are already under significant pressures with the amount of infrastructure it currently controls and should not be taking on additional items of such significance.

At the April 2019 Ordinary Meeting of Council when adopting the Draft Operational Plan 2019/20, Council resolved that it would acknowledge that investigation will be undertaken into the possibilities of rationalisation of fixed assets, re-evaluating the use of Council properties etc.

### **RECOMMENDATION**

That Council advise the Coolah Youth and Community Centre Incorporated that it does not have an interest in accepting the transfer of ownership of the Coolah Youth and Community Centre.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

### Item 23 Development Applications

**Division:** Development Services

**Management Area:** Regulatory Services

**Author:** Acting Administration Officer Environment and Development Services – Debra Dafter

**CSP Key Focus Area:** Rural and Urban Development

**Priority / Strategy:** RU 4 The attractiveness appearance and amenity of our towns and villages need to be improved

### Development Applications (i) Approved – June 2019

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type Of Development	Stop the Clock Referral Days
DA2/2019	9/01/2019	12/02/2019	Warrumbungle Shire Council	Castlereagh Highway		Shire Boundary Signs	0
DA3/2019	22/01/2019	13/03/2019	Warrumbungle Shire Council	Premer Road	Premer	Shire Boundary Signs	0
DA6/2019	09/01/2019	11/03/2019	Warrumbungle Shire Council	Bolaro and Redbank Street	Dunedoo	Banner Poles	0
DA34/2019	12/04/2109	17/06/2019	Baradine Preschool Incorporates	40-42 Macquarie Street	Baradine	Alteration and additions to extension to existing building	0
DA35/2019	26/04/2019	28/06/2019	Kathryn and Randolf Rindfleish	Regan Street	Coolah	Installation of manufactured home	0
DA37/2019	6/05/20109	12/06/2019	Anna Holland	1645 Neilrex Road	Neilrex	Installation of swimming pool and child restraint barrier	0
DA45/2019	4/06/2019	13/06/2019	Paul Kurtz	42 Tucklan Street	Dunedoo	New residential garage/shed	18
DA48/2019	17/06/2019	28/06/2019	4 Arrows Pty Ltd T/A Central West Home Improvements	85-95 Martin Street	Coolah	New patio	15
CD4/2019	11/06/2019	14/06/2019	Mark Gallagher	Bullinda Street	Dunedoo	New residential garage/shed	0

**\*Development from the January 2013 Wambelong Bushfires**

# **WARRUMBUNGLA SHIRE COUNCIL**

## **Ordinary Meeting – 18 July 2019**

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**^ Development from the February 2017 Sir Ivan Bushfires**

### **RECOMMENDATION**

That Council notes the Applications and Certificates approved during June 2019, under Delegated Authority.

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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### Item 24 Reports to be Considered in Closed Council

#### Item 24.1 Organisational Development Monthly Report – July 2019

**Division:** Executive Services

**Author:** Manager Organisation Development – Chris Kennedy

#### Summary

The purpose of this report is to update Council in relation to activities undertaken by Organisational Development including Staffing and Recruitment, Training and Workplace Health and Safety (WHS).

In accordance with the *Local Government Act 1993* (NSW) (*'the Act'*) and the *Local Government (General) Regulation 2005* (NSW), in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

The item relates to personnel matters concerning particular individuals (other than councillors) and is classified **CONFIDENTIAL** under section 10A(2)(a) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (a) personnel matters concerning particular individuals (other than councillors)

#### RECOMMENDATION

That the Organisational Development Monthly Report – July 2019 be referred to Closed Council pursuant to section 10A(2)(a) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with personnel matters concerning particular individuals (other than councillors).

#### Item 24.2 Mayoral Minute – General Manager's Annual Performance Review

**Division:** Executive Services

**Author:** Mayor Denis Todd

#### Summary

The purpose of this Mayoral Minute is to advise Councillors of the regulatory requirements under the *Local Government Act 1993* (the Act), invite comments from Councillors, arrange the composition of the Performance Review Panel and authorise the Mayor to complete the review process.

In accordance with the *Local Government Act 1993* (NSW) (*'the Act'*) and the *Local Government (General) Regulation 2005* (NSW), in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

The item relates to personnel matters concerning particular individuals (other than councillors) and is classified **CONFIDENTIAL** under section 10A(2)(a) of the Act, which permits the meeting to be closed to the public for business relating to the following:

# WARRUMBUNGLE SHIRE COUNCIL

## Ordinary Meeting – 18 July 2019

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- (a) personnel matters concerning particular individuals (other than councillors)

### **RECOMMENDATION**

That the Mayoral Minute – General Manager’s Annual Performance Review be referred to Closed Council pursuant to section 10A(2)(a) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with personnel matters concerning particular individuals (other than councillors).

### **Item 24.3 Tender for Binnaway Oval and Baradine Oval Lighting Upgrade**

**Division:** Technical Services

**Author:** Manager Urban Services – Shane Weatherall

### **Summary**

The purpose of this report is to provide Council with relevant information required to select the most suitable company to install new sports field lighting at Baradine Oval and Binnaway Oval.

In accordance with the *Local Government Act 1993* (NSW) (*‘the Act’*) and the *Local Government (General) Regulation 2005* (NSW), in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

The item relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and is classified **CONFIDENTIAL** under section 10A(2)(d)(i) of the Act, which permits the meeting to be closed to the public for business relating to the following

- (d) commercial information of a confidential nature that would, if disclosed:  
(i) prejudice the commercial position of the person who supplied it, or

### **RECOMMENDATION**

That the Tender for Binnaway Oval and Baradine Oval Lighting Upgrade report be referred to Closed Council pursuant to section 10A(2)(d)(i) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.