



Ordinary Council Meeting

Agenda

15 August 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, John Street, Coonabarabran** on **Thursday, 15 August 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:

Meetings of Warrumbungle Shire Council (Council) are audio recorded, and the recording is posted to Council's website. Council accepts no liability for any defamatory, discriminatory, or offensive remarks made during the meeting. Opinions expressed or statements made by participants are the opinions or statements of those individuals and do not imply any form of endorsement by the Council. In accordance with Council's Code of Meeting Practice, participants who engage in disorderly behaviour may be expelled from the meeting. Closed Council meetings are not broadcast.

The audio recording is protected by copyright and owned by Council. Council may be required to disclose recordings if compelled to do so by court order, warrant, or subpoena, or under any legislation. Only the official minutes constitute an official record of the meeting.

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 – 15 August 2019

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

18 July 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

.....
ROGER BAILEY
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

INDEX

Item 1 Councillors' Monthly Travel Claims – July 2019.....	6
RECOMMENDATION	6
Item 2 Bush Summit held in Dubbo on 18 July, 2019	7
RECOMMENDATION	9
Item 3 Country Mayors Association in Sydney held 2 August 2019	10
RECOMMENDATION	11
Item 4 Minutes of TRRRC 355 Advisory Committee Meeting – 30 July 2019.....	12
RECOMMENDATION	13
Item 5 Coonabarabran Emergency Water Supply Project – July 2019 Update	14
RECOMMENDATION	16
Item 6 2019 Local Government NSW Annual Conference Motions.....	17
RECOMMENDATION	18
Item 7 Stronger Country Communities Fund – Round Three	19
RECOMMENDATION	21
Item 8 Council Resolutions Report August 2019	22
RECOMMENDATION	22
Item 9 Revotes Report August 2019.....	23
RECOMMENDATION	23
Item 10 Adoption 2019 Agency Information Guide	24
RECOMMENDATION	26
Item 11 Mayor's Fire Appeal (Sir Ivan Fire) Finalisation	27
RECOMMENDATION.....	28
Item 12 Public Forum Policy.....	29
RECOMMENDATION	30
Item 13 Long Term Financial Plan (LTFP) 2019/20 to 2028/29	31
RECOMMENDATION	32
Item 14 Investments and Term Deposits – month ending 31 July 2019	33
RECOMMENDATION	37
Item 15 Electronic Key Access for Town Pool Gates	38
RECOMMENDATION	39
Item 16 Swimming Pool Opening Hours Timetable, Age of Entry and Volunteer Lifeguards	40
RECOMMENDATION	46

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 17 Coonabarabran Town Beautification Committee.....	47
RECOMMENDATION	49
Item 18 Tree Proposal in Charles Street and Cowper Street, Coonabarabran.....	50
RECOMMENDATION	51
Item 19 Asset Management Plan – Roads	52
RECOMMENDATION	55
Item 20 Annual Permits for Non-de-sexed Cats and Dangerous or Restricted Dogs	56
RECOMMENDATION	57
Item 21 Development Applications	58
RECOMMENDATION	59
Item 22 Notice of Motion – Assist Ratepayers in Purchasing Rainwater Tanks	60
Item 23 Reports to be Considered in Closed Council	61
Item 23.1 Organisational Development Monthly Report – August 2019	61
RECOMMENDATION	61
Item 23.2 Three Rivers Regional Retirement Community Information Report.....	61
RECOMMENDATION	62
Item 23.3 Tender for Baradine Skate Park Construction.....	62
RECOMMENDATION	62
Item 23.4 Tender for Screening and Crushing at Warrumbungle Quarry	62
RECOMMENDATION	63

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 1 Councillors' Monthly Travel Claims – July 2019

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

Reason for Report

To provide Council with details of travel claims of Councillors for the month of July 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	769	0.78	599.82
Cr Todd	0	0.78	-
Cr Brady	0	0.78	-
Cr Capel	340	0.78	265.20
Cr Clancy	0	0.73	-
Cr Doolan	150	0.78	117.00
Cr Hill	310	0.68	210.80
Cr Iannuzzi	85	0.78	66.30
Cr Lewis	112	0.78	87.36
Total for July:			\$1,346.48

Financial Considerations

Outlined above.

Attachments

Nil

RECOMMENDATION

That the Councillors' monthly travel claims report for July 2019 in the amount of \$1,346.48 is noted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 2 Bush Summit held in Dubbo on 18 July, 2019

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

Reason for Report

To report to Council on the Bush Summit held in Dubbo on Thursday, 18 July 2019.

Commentary

On Thursday, July 18, 2019 I attended the Daily Telegraph “Bush Summit” in Dubbo. Around 300 people attended the Summit ranging from the Prime Minister and Opposition Leader, Federal and State Politicians, Mayors, General Managers, Councillors, Grain Grower and Farmer Representatives, Irrigators, Minerals Council, The Business Chamber, Leading Business Representative and Scientific Commentators.

The Prime Minister was the first speaker telling us he wants rural industries to contribute \$100 billion to the Australian balance sheet by 2030. Also, that Major General, Day, the Federal Drought Co-Ordinator was doing a great job; Major General Jefferies will be funded for soils investigation involving carbon sequestration.

Questions to the Prime Minister called for subsidies for rural industries; his reply was that we have the household allowance, mental health funding, he will not consider fodder subsidies as they only raise the price of that commodity.

He believes in better west to east connectivity, both freight and IT; and that all Governments are investing in this. The lack of services in country towns can be improved by creating economies and the service will follow.

The one million dollars invested in Local Shires, that the Prime Minister was proud of was met with suggestions of investment in local roads. The Government will look at further funding that will stimulate local economies.

As for the ongoing drought there appears to be no plan if it doesn't break in the near future. The future fund dollars don't kick in for at least 2 years and there is no knowledge of what that money will fund.

The Chief Economist from the Commonwealth Bank advised to diversify and take opportunities.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

The Opposition Leader called for water security and pointed out that the “Building Australia Fund” is where the drought funding dollars are coming from, there is no new money. He supports the Inland Rail project, but wants to be sure the selected route is the right one. He said that climate change was real and that rural areas need more funding now.

Other problems and points made were: -

- Need to replant forests and build that industry
- Re open the red gum forests around the Murray River for commercial logging
- Councils too slow approving DA's for new industries
- Supply funds straight to farmers, not to TAFE to train farmers
- Keep professionals and key staff in country towns
- Biodiversity and land clearing laws are creating monocultures
- Supermarket duopoly, the top two take over 90% of product and set price
- Competition laws need updating, we no longer have marketing authorities
- We have a lot of regulation which is not needed
- Many hidden costs, licenses and inspections for exporters
- Containerizing exports a great innovation
- Primary producers embracing new technologies and IT
- In 2016 rural industries hit their straps, now 3 years later the National Herd has reached a critical point
- An example of increase in feed costs was given – barley purchased for \$240/ton in W.A. rail freighted to Parkes and landed for \$360/ton then road freighted to Molong for \$25/ton; the only subsidy payable is \$25/ton in NSW.
- Capping and piping in the Great Artesian Basin helping to preserve that supply
- Livestock prices and commodities best ever
- Soft loans from Governments are competing with the banks.
- Demonising glyphosate and live exports could ruin farming and grazing in Australia, we need to debunk inaccurate reporting
- Australian farmers are great custodians of the land and most mental health problems arise from anguishing how you keep livestock alive
- Australian farmers receive no subsidies
- A danger that we might lose the milk industry in NSW
- All the best locations for dams have been taken; no dam has filled in the last 3 years; so new dams won't help the situation. The more water taken the less for down stream
- Water speculators and investors should be banned from purchasing water unless they are associated with some form of production
- Burrendong Dam can fill to over 160% but the extra flood mitigation water has to be released as quickly as possible to the environment
- The Commonwealth Environmental Water Holder is the biggest irrigator
- The Future Fund will support all agriculture and its future is critical for our economy
- We need a national approach to drought
- Farmers don't want to borrow any more money
- Drought funding is adhoc.
- Farmers need more grants
- There has been a massive draw down on farmers reserves, effecting their ability to pay
- This is a natural disaster; two years of dry; minimal crops; national herd reaching a critical level.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

RECOMMENDATION

That Council notes the Delegate's Report in relation to the Bush Summit held at Dubbo on Thursday, 18 July 2019.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 3 Country Mayors Association in Sydney held 2 August 2019

Division:	Executive Services
Management Area:	Governance
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Local Government and Finance
Priority:	GF4 Council governance and organisational structure, reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

To report to Council on the Country Mayors Association meeting held at Parliament House Sydney on Friday, 2 August 2019.

Background

The most recent meeting of the Country Mayors Association was held on Friday, 2 August 2019 at Parliament House in Sydney.

A number of people attended the meeting including:

- Hon Mark Coulton MP, Minister for Regional Services, Decentralisation and Local Government, Assistant Trade and Investment Minister
- Hon Adam Marshall MP, Minister for Agriculture and Western New South Wales
- Geoff McKechnie APM, Assistant Commissioner, Commander, Western Region, New South Wales Police Force
- Richard Colbran, Chief Executive Officer, NSW Rural Doctors Network

Note: NSW Local Government Minister, Shelley Hancock, was a late withdrawal.

The following presentations were made:

1. Hon Mark Coulton, MP. Minister for Regional Services, Decentralisation and Local Government, Assistant Trade and Investment Minister

The Minister addressed the meeting and spoke about the issues around trade in Australia and issues relating to telecommunications and mobile black spots.

2. Hon Adam Marshall MP, Minister for Agriculture and Western New South Wales

The Minister spoke about the effects of the drought across the state how the ways it is affecting different people. There are new laws put in place for farm trespassers and legal action for outstanding environmental cases will now be assessed under new laws too.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

3. Geoff McKechnie APM, Assistant Commissioner, Commander, Western Region, New South Wales Police Force

The Assistant Commissioner addressed the meeting and spoke about crime that impact agriculture industries.

4. Richard Colbran, Chief Executive Officer, NSW Rural Doctors Network

Mr Colbran presented to the meeting about the Rural Doctors Network about their future goals and initiatives.

The following resolutions were made:

- The Country Mayor's write to the Premier and Minister Elliott requesting urgent response relating to the RFS contribution increase
- That Country Mayors write to the Minister for Local Government requesting that the Model Code of Conduct be reviewed to set the same limitation on Councillors that applies to Members of Parliament in respect to attending community functions
- That in relation to IPART's review of local government election costs the Country Mayors' Association does not support the funding hierarchy recommended by IPART and its allocation of costs between the NSW Government and councils for the provision of election services of the NSW Electoral Commission
- That Country Mayors write to Essential Energy objecting to the proposed job cuts
- That Country Mayors gives authority to the Unratable Land Working Party to prepare a submission on behalf of the Country Mayors Association to the IPART Rating Review

Attachments

1. Minutes, Country Mayors Association Meeting 2 August 2019

RECOMMENDATION

That Council note the Delegate's Report in relation to the Country Mayors Association meeting in Sydney on 2 August 2019.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 4 Minutes of TRRRC 355 Advisory Committee Meeting – 30 July 2019

Division:	Development Services
Management Area:	Property and Risk
Author:	PA to Director Environment and Development Services – Kelly Dewar
CSP Key Focus Area:	Local Economy
Priority:	LE4 There are diverse products and services locally available and minimal economic leakage to larger regional areas

MEETING OPENED: 2.35pm

PRESENT: Cr Anne-Louise Capel, Cr Wendy Hill, Neville Stanford, John Horne, Sue Stoddard, Alice Mayes (from 2.50pm).

ATTENDING: Cr Ambrose Doolan, Roger Bailey (*General Manager*) (from 3.00pm), Leeanne Ryan (*Director Development Services*), Kelly Dewar (*PA to Director WSC*) and Darren Devenish (*Acting Manager Projects WSC*)

APOLOGIES: Fiona Luckhurst, Mary Warren, Sally Dent and Cr Denis Todd
HORNE/STANFORD

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

None.

2. **ACCEPTANCE OF THE MINUTES 18 June 2019.**

RECOMMENDATION that minutes of the Three Rivers Regional Retirement Community S355 committee meeting on 18 June 2019 be accepted

STANFORD/HILL

3. **BUSINESS ARISING**

Meeting with Brian Murnane from St Vincent de Paul occurred on Monday 29 July 2019 with Councillors and senior staff regarding the TRRRC project.

2.42pm – Resolved Committee to go into closed committee to consider business relating to TRRRC confidential information.

HILL/HORNE

4. **CONFIDENTIAL FEASIBILITY REPORT – Director Environment and Development Services**

Discussion held with the Committee relating to the feasibility report and options to move project forward.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

2.50pm Alice Mayes joined the meeting

3.00pm Roger Bailey joined the meeting

A motion was put to the committee for consideration to modify option 10 to include infrastructure for Units 2, 3, 4, 5, 6, 7, 8, 9 and 10.

Recommendation to Council that the modified Option 10 be discussed at the next Council Meeting to be held 15 August 2019.

HILL/STANFORD

3.32pm – Resolved that Committee return to open meeting.

HILL/STANFORD

5. **NEW BUSINESS**

John Horne presented a copy of the Dunedoo Diary update on the TRRRC project. John has requested another media release after the Council Meeting.

6. **NEXT MEETING:** First Tuesday of each month at 2.30pm – TBC

MEETING CLOSED: 3.40pm

RECOMMENDATION

That Council accepts the minutes of the Three Rivers Regional Retirement Community S355 Committee meeting held at Dunedoo on 30 July 2019 and notes that the recommendation to consider Option 10.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 5 Coonabarabran Emergency Water Supply Project – July 2019 Update

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

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 August 2019.

Issues

1. Timor Dam Level

The water level in Timor Dam is at 19.7%. This is the same as was reported in the last report in July 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 July was 840 kL/day.

3. Standpipe Usage

Between 3/07 and 5/08/2019 a total of 181 kL were taken from the Coonabarabran standpipe. This amounts to an average of 5.3 kL/day, representing an increase of 2,466 L/day compared to the last report in July.

4. Supply

Council has been drawing its town water supply from eleven (11) bores and the Castlereagh River. The River has not been used as a source since 20 July due to structural issues with the filter at the WTP causing bypass.

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

5. Equipment of Bores

Delivery and installation of remaining level instrumentation and data loggers for the old and test bore holes is now complete except for two test holes for which the installation of cages is outstanding to prevent unauthorised access. A site visit of the hydrogeologist is scheduled for mid August to prepare final inputs into the hydrogeological report – a timeline for completion can then be determined.

6. Water licensing

Current available entitlements are listed in *Table 1*.

Table 1: Source Water Entitlements Coonabarabran Town Water Supply

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
50	Southern Recharge Groundwater Source	Great Artesian Basin Groundwater Source	Artesian bores	Coonabarabran (all bores)

The current annual groundwater allocation of 50 ML is insufficient; in FY18/19 254 ML were used from the groundwater bores.

7. 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.

8. Fluoridation

A NSW Health support project is underway, where NSW Health engages an engineering consultant for fluoridation operations and maintenance upgrades. The scope is summarised in *Table 2*. Site visits to Council's five (5) fluoridation plants were completed in late February 2019. The consultant advises that task 4a is 50% complete.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Table 2: Extraction from Scope of works for NSW Health Support Project

Task 4	Fluoridation Operations and Maintenance Upgrades:
Task 4a	<ul style="list-style-type: none">• Review available fluoridation information• Undertake WTP site visits• Prepare the scope of works to successfully upgrade the softener, fluoridation system, waste tank and telemetry systems at each WTP site• Prepare O&M schedules for each WTP site• Prepare contract and technical documents for the renewal of the fluoridation systems• Manage tendering, tender assessment and make recommendations for award of Contractors engaged to undertake the works• Co-ordinate the delivery of training, operational support or regular follow-up “health checks” to assist in the operation, maintenance, surveillance and reporting associated with the fluoridation plants.• Respond to technical queries and, where reasonable, commercial questions regarding the fluoridation upgrades and the E&IC contracts
Task 4b	<ul style="list-style-type: none">• Provide site surveillance during the delivery phase and defects liability period in conjunction with WSC• Provide resources to undertake surveillance, commissioning visits• Liaise with the WSC project manager on a weekly basis to discuss progress, quality and any issues.

9. Final Hydrogeological and Raw Water Quality Reports

A site visit of the hydrogeologist is scheduled for mid August to prepare final inputs into the hydrogeological report – a timeline for completion can then be determined. The Raw Water Quality Report for the Coonabarabran groundwater bores has been provided to the Department of Planning, Industry and Environment (DPIE) - Water to confirm that Section 60 approval is not required.

Financial Considerations

Nil

Attachments

Nil

RECOMMENDATION

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 6 2019 Local Government NSW Annual Conference Motions

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

Reason for Report

The Local Government NSW Annual Conference will be held from Monday 14 October to Wednesday 16 October at Warwick Farm. The call for draft motions has opened to all member to submit their motions to be considered at the Conference.

Background

Council is entitled to one voting delegate attending the Conference. Members are invited members to submit their motions for possible debate by Monday, 19 August 2019. The latest deadline LGNSW will allow for motions to be included in the Business Paper is Monday, 16 September 2019.

Criteria for motions are included in Attachment 1, LGNSW Annual Conference 2019 Motions Submission Guide. Motions should be:

1. consistent with the objects of the Association (see Rule 4 of the Association's rules);
2. relate to Local Government in NSW and/or across Australia;
3. concern or are likely to concern Local Government as a sector;
4. seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;
5. have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
6. are clearly worded and unambiguous in nature, and
7. do not express preference for one or several members over one or several other members.

Proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions. When submitting motions members are encouraged to be familiar with the LGNSW Policy Platform (Attachment 2).

Note: No draft motions have been submitted.

Issues

Council will be represented by:

- Delegate – Cr Todd

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

- Observers – Cr Shinton, Cr Doolan and the General Manager

Options

Nil.

Financial Considerations

Nil.

Attachments

1. LG NSW Annual Conference 2019 Motions Submission Guide.
2. LGNSW Policy Platform

RECOMMENDATION

That Council notes the report on the 2019 Local Government NSW Annual Conference motions.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 7 Stronger Country Communities Fund – Round Three

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

Reason for Report

To seek Council endorsement for projects to be submitted in Round Three of the Stronger Country Communities Fund.

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. Applications for Round Three of the program have now opened and the Warrumbungle Shire community will be entitled to receive up to \$796,274 in funding.

At the July Council Meeting, Councillors resolved to determine applications at the August Council meeting and then to submit possible applications.

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
- 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.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

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.

Some other key points include:

- Applicants will have three years to deliver projects
- Applicants will be required to provide evidence of community consultation and support for projects in the application

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 for Round Three at 5.00pm on Friday 27 September 2019.

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.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Attachments

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

Conclusion

With up to \$796,274 in funding being available it will be recommended that Council identify a priority list of projects along with additional projects so as to allow the determining body to potentially reject prioritised projects.

Time will be required to properly investigate and prepare the funding applications hence a decision will be required from the Council at this meeting.

RECOMMENDATION

That Council submit funding applications under the Stronger Country Communities – Round Three program for the following projects, in priority order:

1. Mendooran Park Play Equipment - \$100,000
2. Milling Park Dunedoo Skate Park Shade Cover - \$60,000
3. Coolah Bowen Oval, Skate Park - \$200,000
4. Baradine Hall, reroofing and maintenance - \$190,000
5. Coonabarabran Sport and Recreation Centre, painting, maintenance and equipment - \$325,000
6. Mullaley Sport & Recreation ground amenities - \$150,000 (note: subject to matching funding from another source)
7. Mendooran Sportsground oval fence - \$100,000

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 8 Council Resolutions Report August 2019

Division:	Executive Services
Management Area:	Governance
Author:	Executive Services Administration Officer – Joanne Hadfield
CSP Key Focus Area:	Local Government and Finance
Priority:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

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, August 2019

RECOMMENDATION

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 9 Revotes Report August 2019

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

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, August 2019

RECOMMENDATION

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

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 10 Adoption 2019 Agency Information Guide

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Manager Corporate Services – Jenni Maundrell
CSP Key Focus Area:	Local Government and Finance
Priority:	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity

Reason for Report

To seek endorsement from Council for the 2019 Agency Information Guide.

Background

The Agency Information Guide is drafted according to the requirements of the *Government Information (Public Access) Act 2009* ('GIPA Act'). The object of the GIPA Act is to open government information to the public to maintain and advance a system of responsible and representative democratic government.

The GIPA Act places various obligations on agencies within NSW in respect of their publication and release of the information that they create and hold. The GIPA Act also provides rights for persons to apply for access to government information.

Council has an obligation to create and update a Publication Guide in accordance with part 3 division 2 of the GIPA Act.

Part 3 division 2 of the GIPA Act states that:

Division 2 Agency Information Guides

20 Agencies must have agency information guide

(1) An agency (other than a Minister) must have a guide (its "agency information guide") that:

(a) describes the structure and functions of the agency, and

(b) describes the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public, and

(c) specifies any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the exercise of the agency's functions, and

(d) identifies the various kinds of government information held by the agency, and

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

*(e) identifies the kinds of government information held by the agency that the agency makes (or will make) publicly available, and
(f) specifies the manner in which the agency makes (or will make) government information publicly available, and*

(g) identifies the kinds of information that are (or will be) made publicly available free of charge and those kinds for which a charge is (or will be) imposed.

(2) An agency must make government information publicly available as provided by its agency information guide.

(3) The Director-General of the Department of Local Government may, in consultation with the Information Commissioner, adopt mandatory provisions for inclusion in the agency information guide of local authorities. The agency information guide of a local authority must include any such mandatory provision unless the Director-General otherwise approves in a particular case.

21 Adoption and review of agency information guide

An agency must adopt its first agency information guide within six months after the commencement of this section and must review its agency information guide and adopt a new agency information guide at intervals of not more than 12 months. An agency may update and amend its agency information guide at any time.

22 Role of Information Commissioner

(1) An agency must notify the Information Commissioner before adopting or amending an agency information guide and must, if requested to do so by the Information Commissioner, consult with the Information Commissioner on the proposed agency information guide or amendment.

(2) The Information Commissioner can issue guidelines and model agency information guides for the assistance of agencies in connection with agency information guides.

Report

Under the GIPA Act Council is required to have an Agency Information Guide (AIG). The AIG is to be submitted to the Information Commissioner, and Council must review its AIG and adopt a new guide at intervals of not more than 12 months.

The draft Agency Information Guide for 2019 is submitted for Council's consideration and adoption. Updates and changes have been made. These include changes in personnel, changes in function areas, updates to the organisational structure and changes in population.

Once endorsed, a copy of the updated Agency Information Guide will be submitted to the Information Commissioner and placed on Council's website. A copy of the draft Agency Information Guide is provided as an attachment.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Financial Considerations

Nil

Attachments

1. Draft 2019 Agency Information Guide

RECOMMENDATION

That Council endorses and adopts the 2019 Agency Information Guide.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 11 Mayor's Fire Appeal (Sir Ivan Fire) Finalisation

Division:	Corporate and Community Services
Management Area:	Corporate Services
Authors:	Acting Director Corporate & Community Services – Kim Parker
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF7 Council provides strong civic and regional leadership, and undertakes its governance and service delivery tasks with integrity.

Reason for Report

To present to Council the Minutes of the meeting of the Warrumbungle Shire Mayor's Bushfire (Sir Ivan) Appeal Advisory Panel held Thursday 18 July 2019.

To seek Council's resolution to adopt the minutes of that meeting, the distribution of the remaining trust funds of appeal and the finalisation of the Warrumbungle Shire Mayor's Bushfire (Sir Ivan) Appeal Advisory Panel.

Background

The following extract was taken from the Council Meeting 16 March 2017 Item 17 and advised Council of the establishment of the Warrumbungle Shire Mayor's Bushfire Appeal (Sir Ivan Fire).

On Tuesday 14 February 2017, in response to numerous enquiries, Council established the Warrumbungle Shire Mayor's Bushfire Appeal (Sir Ivan Fire).

The Warrumbungle Shire Mayor's Bushfire Appeal aims to provide a 'one stop shop' where members of the public can donate money to assist victims of the Sir Ivan Fire, while ensuring that all monies donated are used solely on assisting residents who have suffered as a result of this terrible natural disaster.

Following the establishment of the Warrumbungle Shire Mayor's Bushfire Appeal, the Warrumbungle Shire Mayor's Bushfire Appeal Committee has been established to oversee dissemination of the funds raised.

The Committee met for the first time on Tuesday 7 March 2017.

Report

During the operation of the Warrumbungle Shire Mayor's Bushfire (Sir Ivan) Appeal Advisory Panel over \$200,000 was donated for distribution and at the last meeting of the Advisory Panel the remaining amounts were distributed.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Of these amounts \$10,000 has been transferred from the Appeal Trust account and placed in a Council Trust Account for agreed use of the Uarbry Community affected by the fire. It is desirable that these funds be utilised or spent before the 30 June 2020. A process to ensure this occurs will be included at the time of the next available 2019/20 Quarter Budget Review by Council.

The members of the Advisory Panel are congratulated for the way they have participated in the operation of the Warrumbungle Shire Mayor's Bushfire (Sir Ivan) Appeal and, in particular, former Mayor and current Councillor Mr Peter Shinton and a number of Council staff.

Attachments

1. Warrumbungle Shire Mayor's Bushfire (Sir Ivan) Appeal Advisory Panel Meeting Minutes held Thursday 18 July 2019.

Conclusion

That following the actions taken within the minutes duly adopted by Council and any further resolution of Council that the Warrumbungle Shire Mayor's Bushfire (Sir Ivan) Appeal be considered finalised and closed.

RECOMMENDATION

That:

1. Council note the report on the Mayor's Fire Appeal (Sir Ivan Fire) Finalisation,
2. Council thanks the individual members of the Advisory Panel for the way they have positively participated in the successful operation of the Warrumbungle Shire Mayor's Bushfire (Sir Ivan) Appeal and, in particular, former Mayor and current Councillor Mr Peter Shinton and a number of Council staff,
3. The \$10,000 transferred from the Appeal Trust account and placed in a Council Trust Account for agreed use of the Uarbry Community be required to be utilised or spent before the 30 June 2020, and details of that allocation be included in the next available 2019/20 Quarter Budget Review,
4. Council adopts the Minutes of the Warrumbungle Shire Mayor's Bushfire (Sir Ivan) Appeal Advisory Panel Meeting held Thursday 18 July 2019, and
5. The Warrumbungle Shire Mayor's Bushfire (Sir Ivan) Appeal be closed forthwith and the Advisory Panel disbanded.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 12 Public Forum Policy

Division:	Corporate and Community Services
Management Area:	Corporate Services
Authors:	Manager Corporate Services – Jenni Maundrell
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF4 Council's governance practice and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan

Reason for Report

To seek Council endorsement of the revised Strategic Policy – Public Forum. Continuing with the current policy would be contrary to the provisions of Council's Code of Meeting Practice.

Background

Council has in place policies for a wide range of subjects to ensure consistency in Council's decision making adherence to legislation, and the efficient running of Council operations.

All Council policies fit into one (1) of two (2) broad categories:

- Strategic Policies – these are policies that set the strategic direction of Council and are endorsed by Council. These include a number of recommended and legislated policies which are required to be approved by the NSW Office of Local Government (OLG).
- Operational Policies – these policies deal purely with operational matters and do not require Council endorsement. These policies include staff policies that deal with staffing, WHS and other human resources issues, policies which relate to auspiced programs and general operational policies that deal with all other operational matters.

Council's current Council Meeting Public Forum Policy was endorsed on 20 November 2014 (Resolution 159/1415). The Policy is superseded by changes contained in Council's Code of Meeting Practice (Resolution 403/1819, 16 May 2019) and a reviewed is now provided.

Issues

Council's Code of Meeting Practice contains mandatory clauses, including those dealing with public forums.

The major changes affecting public forums have been to:

- Move public forums out of Council meetings.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

- Restrict topics at public forums to those matters contained in the business paper of the Council meeting immediately following a public forum.
- Specify that speakers must register to address a public forum no later than midday two (2) business days before the public forum is to be held. Speakers must specify whether they will speak 'for' or 'against' the item of business.
- Specify time limits for speakers to a maximum of four (4) minutes. A maximum of one (1) minute is allowed to answer a question from a Councillor.
- Determine that legal representatives must declare their status as a legal representative on registering to speak at a public forum.
- Preclude nominated candidates at Federal, State or Local Government elections from addressing a public forum.
- Specify that any written, visual or audio material to be presented at a public forum must be registered, and any equipment needs identified, no later than midday two (2) business days before the public forum is to be held.
- Restrict the number of speakers 'for' or 'against' any one item of business to two (2).
- Provide for the General Manager to seek to defer an item of business if an address made at a public forum raises matters that require further consideration by Council staff.
- Specify that Councillors, including the Mayor, must declare and manage any conflicts of interest arising from matters raised at a public forum in the same manner that conflicts of interest are dealt with at a Council meeting.

Attachments

1. Draft Public Forum Policy

Financial Considerations

Nil

RECOMMENDATION

That Council endorses the Public Forum Policy as presented to be included in the Strategic Policy Register.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 13 Long Term Financial Plan (LTFP) 2019/20 to 2028/29

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	A/Director Corporate & Community Services – Kim Parker
CSP Key Focus Area:	Local Governance and Finance
Priority / Strategy:	GF4 Council governance and organisational structure reflects the vision, directions and priorities outlined in the Community Strategic Plan.

Reason for Report

Following the adoption of the 2019/20 Operational Plan and Budget at the 20 June 2019 Council Meeting a number of budgets have changed and therefore the flow on effects of these changes need to be incorporated into an updated Long Term Financial Plan (LTFP) 2019/20 to 2028/29.

Background

The Long Term Financial Plan (LTFP) is one of three components of the Resourcing Strategy under the Integrated Planning and Reporting framework (IP&R), and is an important part of Council's strategic planning process. The LTFP is the document that tests long-term community aspirations and goals against financial realities.

Warrumbungle Shire Council's LTFP details Council's expected income, recurrent and capital expenditure, and the external environment that Council is expected to face in the coming ten years.

The LTFP is in effect Council's financial road map for the ten year period commencing in the 2019/20 financial year and seeks to answer four key questions:

- Can Council survive the pressures of the future?
- What are the opportunities for future income and economic growth?
- Can Council afford what the community wants?
- How can Council go about achieving these outcomes?

The attached Long Term Financial Plan (LTFP) 2019/20 to 2028/29 has been updated based around the current adopted Operational Plan 2019/20. However, as Council is aware Council has adopted a Resolution 372/1819 4. (18 April Council meeting) that acknowledges the following:

- the Net Operating Result prior to Capital Grant income must be positive and generate a reasonable income to channel towards the capital works program and/or any new initiatives and improvements to services that Council may desire to introduce and implement;*
- steps need to be taken to introduce measures to reduce and manage operating expenditure;*
- increasing income does not appear to be a reasonable option, e.g. an increase to Rates is restricted; and*

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

(iv) *investigation will be undertaken into the possibilities of rationalisation of fixed assets, re-evaluating the use of council properties etc.*

And,

“Adopts the Financial Planning and Sustainability Policy and works towards achieving the items outlined above ...”.

Additionally, a Resolution 441/1819 5. (20 June 2019 Council Meeting) requiring:

“The General Manager identify further savings and report them to Council at the first quarterly review (due in October / November 2019)”.

Report

Following the adoption of the 2019/20 Operational Plan and Budget at the 20 June 2019 Council Meeting a number of budgets have changed and therefore the flow on effects of these changes needed to be incorporated into an updated Long Term Financial Plan (LTFP) 2019/20 to 2028/29.

The LTFP is not a static document and as the Annual Financial Statements as at 30 June 2019 are completed and audited and changes are made due to a review of costs and incomes as at the 2019/20 1st Quarter Budget Review the Long Term Financial Plan (LTFP) 2019/20 to 2028/29 will again need to be updated including graphs, charts and performance ratios.

Additionally, as Council works through recommendations resulting from the adopted *Financial Planning and Sustainability Policy* further changes will need to be incorporated. The revised and updated Long Term Financial Plan (LTFP) 2019/20 to 2028/29 will then be in readiness for the next Council elected in 2021.

Conclusion

This report recommends the adoption by Council of the attached Long Term Financial Plan (LTFP) 2019/20 to 2028/29.

Attachments

1. Long Term Financial Plan 2019/20 to 2028/29
2. Financial Planning and Sustainability Policy

RECOMMENDATION

That Council:

1. Notes the report on the Long Term Financial Plan (LTFP) 2019/20 to 2028/29;
2. Adopts the revised Long Term Financial Plan (LTFP) 2019/20 to 2028/29 together with any additional changes noted by Council.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 14 Investments and Term Deposits – month ending 31 July 2019

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

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 \$25,917.82 in Interest.

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

- \$1,000,000 with AMP at a rate of 2.20%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

The balance of the term deposits at the end of the month was \$12,000,000.00.

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 \$4,719.99 interest was received on the balances in the accounts and net transfers of -\$461,615.15 were made from these accounts resulting in a month end balance of \$2,814,268.47.

Income Return

The average rate of return on Investments for the month of 2.25% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 1.01% by 124 points.

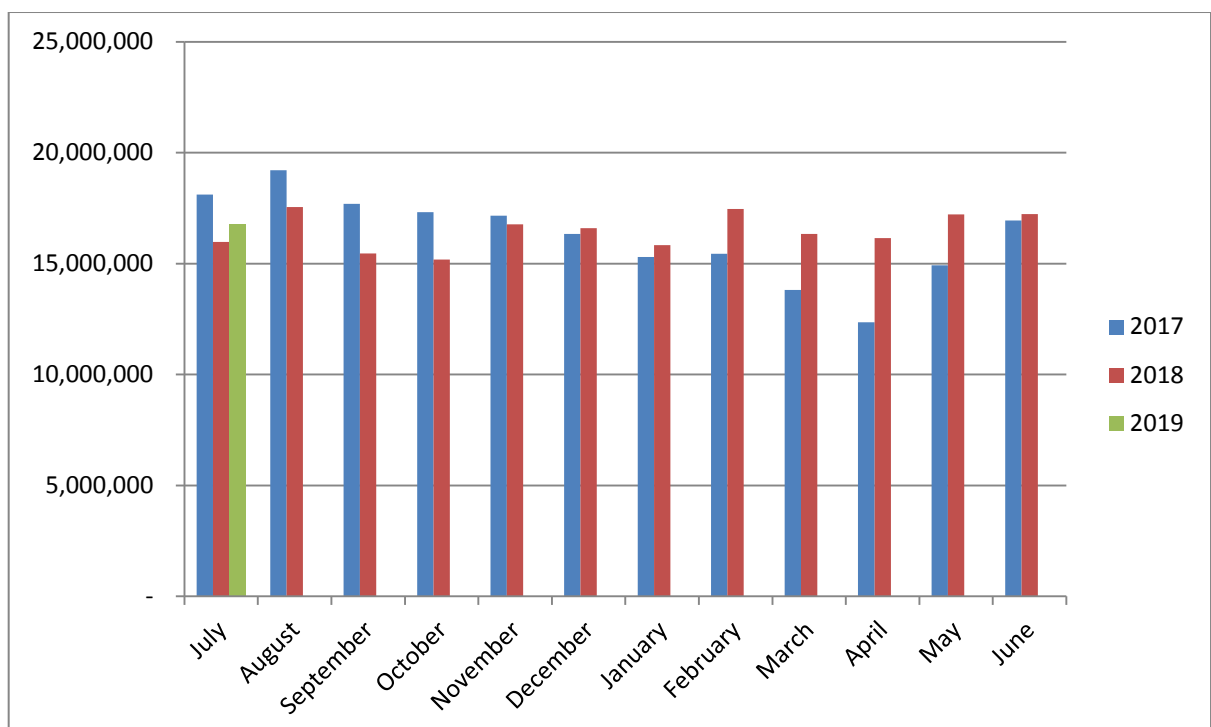
Council's full year projected budget for 2019/20 for interest is \$339,220.00. At the end of July the amount of interest received and accrued should approximate 9% of the total year budget, ie. \$30,546.67. On a year to date basis, interest received and accrued totals \$29,076.04 which is only 8.57% 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.

In addition to the 'at call accounts and term deposits' held as at 31 July 2019, Council had a 'cash at bank balance' of \$1,941,049.49. This amount included a late unexpected payment from Roads and Maritime Services of \$1,632,000.43 to Council's Bank Account after close of Council offices on 31 July 2019.

Graph by Month Investments



WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Table 1: Investment Balances – 31 July 2019

Financial Institution	Lodgement Date	Maturity Date	Total Days	Original Rating	Current Rating	Yield (%)	Investment Amount (Redemption Value)
At Call Accounts							
NAB		At Call	at call	ADI	ADI	1.09%	354.52
NAB		Bpay	at call	ADI	ADI	0.00%	135,022.43
ANZ		At Call	at call	ADI	ADI	0.75%	7,007.46
Regional Australia Bank		At Call	at call	LMG	LMG	0.60%	1,545.37
T Corp IM Cash Fund		At Call	at call	P	P	2.16%	2,155,886.36
CBA At Call		At Call	at call	ADI	ADI	1.45%	514,452.33
Sub-Total							2,814,268.47
Term Deposits							
WBC	19-Feb-19	07-Aug-19	169	ADI	ADI	2.49%	1,000,000.00
AMP	27-Feb-19	26-Aug-19	180	UMG	UMG	2.80%	1,000,000.00
Bank of Queensland	05-Mar-19	13-Sep-19	192	LMG	LMG	2.65%	1,000,000.00
NAB	19-Mar-19	27-Sep-19	192	ADI	ADI	2.50%	1,000,000.00
NAB	02-Apr-19	15-Oct-19	196	ADI	ADI	2.48%	1,000,000.00
CBA	30-Apr-19	29-Oct-19	182	ADI	ADI	2.12%	1,000,000.00
AMP	22-May-19	15-Nov-19	177	ADI	ADI	2.55%	1,000,000.00
CBA	27-May-19	28-Nov-19	185	ADI	ADI	2.08%	1,000,000.00
CBA	27-May-19	16-Dec-19	203	ADI	ADI	2.08%	1,000,000.00
CBA	31-May-19	15-Oct-19	137	ADI	ADI	2.09%	1,000,000.00
NAB	26-Jun-19	03-Jan-20	191	ADI	ADI	1.98%	1,000,000.00
AMP	24-Jul-19	19-Jan-20	179	ADI	ADI	2.20%	1,000,000.00
Sub-Total							12,000,000.00
Total							14,814,268.47

WARRUMBUNGL E SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Credit Rating Legend

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 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	96,622.58	-	38,399.85	135,022.43
ANZ	7,017.11	5.35	-15.00	7,007.46
Regional Australia	1,544.85	0.52	-	1,545.37
T Corp IM Cash Fund	3,151,261.34	4,625.02	-1,000,000.00	2,155,886.36
CBA At Call	14,363.23	89.10	500,000.00	514,452.33
Total at call	3,271,163.63	4,719.99	-461,615.15	2,814,268.47
AMP	1,000,001.00	12,807.23	-1,012,808.23	-
AMP	1,000,000.00	13,109.59	-1,013,109.59	-
WBC	1,000,000.00	-	-	1,000,000.00
AMP	1,000,000.00	-	-	1,000,000.00
Bank of Queensland	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
CBA	1,000,000.00	-	-	1,000,000.00
CBA	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
Total Term Deposits	13,000,001.00	25,916.82	-1,025,917.82	12,000,000.00
Total	16,271,164.63	30,636.81	-1,487,532.97	14,814,268.47

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

RECOMMENDATION

That Council note and accept the Investments and Term Deposits Report for the month ending 31 July 2019 including a total balance of \$16,755,317.96 being:

- \$ 1,941,049.49 cash at bank
- \$ 2,814,268.47 in at call accounts
- \$12,000,000.00 in term deposits.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 15 Electronic Key Access for Town Pool Gates

Division:	Technical Services
Management Area:	Urban Services
Author:	Manager Urban Services – Shane Weatherall
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	RO1 – The planning and provision of local sports and recreation facilities and parklands should reflect community needs and future demographic changes.

Reason for Report

The purpose of this report is to consider and make a resolution on electronic locks at town pools.

Background

The following resolution was made on the 16 May 2019:

'417/1819 RESOLVED that Council:

- 1. Propose the timetable of opening hours shown in Attachment 2 be introduced for all pools in the 2019/20 season.*
- 2. Advertise the proposed hours and consult with all schools within the Shire, swimming clubs and known user groups on the adopted timetable of opening hours for the 2019/20 pool season.*
- 3. Receive a further report on the community consultation outlined in 2. above prior to the commencement of the 2019/20 season.*
- 4. Be provided with a report on the options, benefits and costs of implementing an electronic key access system for all pools within Warrumbungle Shire.*
- 5. Endorse the use of volunteers providing supervision at Council pools.*
- 6. Propose that the unsupervised age be increased to 14 years in accordance with the Royal Lifesaving Guidelines and put that out for consultation.*
- 7. As a submission to the 2019/20 Operational Plan and Delivery Program that a payment plan for season tickets for pool admission be included.'*

Season ticket holders are able to access town pools when a Lifeguard is not available by signing an agreement and obtaining a key. The key is used on a door

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

style lock attached to the access gate. The key holder is required to sign a book upon entry to the pool.

Issues

The current mechanical key access system is essentially an honesty based system that does not accurately record time of day or frequency of use data. Installing an electronic key access system may ensure better control of facility access and provide Council with a database for information regarding access to the facility. An electronic key system provides greater control over access and hours of opening, for example access could be prevented before 6.00am and after 7.00pm.

There are various systems available that all have similar functions which would provide the following benefits to Council:

- Allow Council to control access for specified times
- Monitor access of each facility
- Control of facility access by providing access cards or wristbands that can not be duplicated
- Wireless access for programming
- System can be fitted to existing access gate

Options

Council has the option of staying with the existing mechanical key lock system or move to an electronic key access. The effort required to administer each system is expected to be similar.

Financial Considerations

There is currently no budget allocation for upgrading the key access system for gates at each town pool. Based on one quotation, the cost of installing an electronic key system for all pools is estimated to be \$15,000.

RECOMMENDATION

That a project to upgrade the key access system for entry gates at all town pools is included in budget considerations for 2020/21 at an estimated cost of \$15,000 and that the new system is installed prior to the 2020/21 swimming season.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 16 Swimming Pool Opening Hours Timetable, Age of Entry and Volunteer Lifeguards

Division:	Technical Services
Management Area:	Urban Services
Author:	Personal Assistant to Director Technical Services – Tracy Cain
CSP Key Focus Area:	Recreation and Open Space
Priority:	RO1 The planning and provision of local sports and recreation facilities and parklands reflect community needs and anticipated demographic changes.

Reason for Report

The purpose of this report is to consider and make a resolution on the following two items:

1. Pool opening hours timetable;
2. Changing entry age to 14 years for children who are not supervised by a parent or guardian.

Background

Council at its meeting of 16 May 2019 resolved the following:

'417/1819 RESOLVED *that Council:*

1. *Propose the timetable of opening hours shown in Attachment 2 be introduced for all pools in the 2019/20 season.*
2. *Advertise the proposed hours and consult with all schools within the Shire, swimming clubs and known user groups on the adopted timetable of opening hours for the 2019/20 pool season.*
3. *Receive a further report on the community consultation outlined in 2. above prior to the commencement of the 2019/20 season.*
4. *Be provided with a report on the options, benefits and costs of implementing an electronic key access system for all pools within Warrumbungle Shire.*
5. *Endorse the use of volunteers providing supervision at Council pools.*
6. *Propose that the unsupervised age be increased to 14 years in accordance with the Royal Lifesaving Guidelines and put that out for consultation.*

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

7. *As a submission to the 2019/20 Operational Plan and Delivery Program that a payment plan for season tickets for pool admission be included.'*

Proposed Timetable for Pool Opening Hours for the 2019/20 Season

The purpose of the proposed pool opening hours timetable is to increase the number of opening hours each day. In particular that the pools are open for more hours for key holders and user groups. Also, that the pools close at 7.00pm during summer months rather than 6.00pm under the current timetable.

Attached for ease of reference is a copy of the proposed timetable.

A public call for written submissions on the proposed timetable for pool opening hours was sought via the media and all schools, swimming clubs and instructors were invited to provide comment. Submissions closed on the 18 July 2019.

Age of Entry without Parental or Guardian Supervision

Council has proposed to increase the age of entry without parental or guardian supervision at town pools from 10 to 14 years of age. The proposal is aimed at adhering to the Royal Life Saving Australia's 'Keep Watch at Public Pools Policy' which recommends 'Parents should maintain visual contact' for children between 11 and 14 years of age.

Keep Watch at Public Pool Policy



0-5 YEAR OLDS & NON-SWIMMERS:

Parents must stay within arms' reach



6-10 YEARS OLDS & WEAK SWIMMERS:

Parents must be close, be prepared & maintain constant visual contact



11-14 YEAR OLDS:

Parents should maintain visual contact

Council called for written submissions from the community via local newspapers and electronic media on the 22 June 2019. Submissions closed on the 18 July 2019.

Volunteer Lifeguards

There was interest at some of the recent town community meetings in the concept of Volunteer Lifeguards.

The risks around use of volunteers are similar to the risks associated with employment of Lifeguards and those risks must be identified and managed. Statewide Mutual advise that insurance coverage is available to Council for use of Volunteer Lifeguards subject to a risk management plan being in place.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Expressions of interest for Volunteer Lifeguard positions were sought from the public, in particular swimming clubs and instructors, on the 24 June 2019. Applications closed on the 25 July 2019.

A copy of submissions in relation to the pool opening hours timetable, age of entry and Volunteer Lifeguard positions have been attached.

Issues

Proposed Timetable for Pool Opening Hours for the 2019/20 Season

In total 12 written submissions were received on the proposed timetable for pool opening hours for the 2019/20 season. The origin and number of submissions are; Binnaway (1), Coolah (3), Coonabarabran (3), Dunedoo (4) and Mendooran (1).

The majority of submissions either objected to the proposal or expressed serious concerns with the change in opening hours and reduced Lifeguard supervision. The following table provides a summary of issues and a response by staff to each issue.

No	Summary of Issues Raised	Staff Response
1	Council's duty of care during the periods a Lifeguard is not available.	Council does have a duty of care to minimise the risk of injury to anybody entering a pool facility. Mitigating injury risk may be achieved by having a Lifeguard in place, but it may also be mitigated by effective communication of potential hazards. Signs may be used as 'remote supervision' to communicate hazards as well as communicating appropriate behaviour.
2	Children accessing the pool with no supervision when the pool is closed to the public. Also, key holders accessing the pool outside of operational hours.	One of the underlying principles of the proposed timetable is that a Lifeguard is available at times when children are most likely to be at the pool. Accessing the pool when a Lifeguard is not available may only be done by a key holder. To obtain a key, a season ticket holder must sign an agreement which sets out rules of entry and acceptable behaviour.
3	The relevant qualifications and school supervision ratios to be held by school teachers and support staff.	Schools have primary responsibility for student safety at any school based sporting or recreational activity.
4	Added risk and responsibility on school staff with key holders accessing the pool during scheduled classes.	Schools enter into a user agreement which sets out conditions of use and expected first aid and life saving qualifications of teachers responsible for supervising students at the pool.
5	Concern with a Lifeguard not being available during scheduled Aqua Fitness classes due to the age and physical ability of	Water based fitness classes have relied on a Lifeguard being available, however under a user agreement, instructors are required to ensure they have first aid and life saving

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

	participants.	qualifications.
6	Objection by swimming clubs to the pools being open to the public until 7.00pm.	The proposed timetable does indicate that all pools will be open to the public until 7.00pm during the months of December, January and February. Different swimming clubs have different requirements in relation to training and competition events. Consultation takes place between Council and swimming clubs on how best to accommodate demands for access by both members of the public and club members. However, it will be necessary to attach a condition to the proposed timetable indicating that at times the pool may not be open to members of the public between 6.00pm and 7.00pm.
7	Availability and use of First Aid resources at the pool and also the operation and removal of maintenance equipment when the pool is closed to the public.	Defibrillators are being installed at each pool in preparation for the 2019/20 swimming season. Each defibrillator is being located in an area of the pool facility that is accessible by all pool users and is under cover.
8	Collection of entry fees, canteen operation and setup of pool during school events when the pool is closed to the public.	In accordance with conditions of the user agreement, schools are required to collect fees and pass them on to Council. To improve governance and to simplify the process of collecting fees, it may be necessary for Council to issue each school with an invoice based on recorded student numbers.
9	Behaviour, vandalism and cleanliness of the pool when closed to the public.	Access to the pool when a Lifeguard is not available may only be done by those season ticket holders who have been issued with a key. The likelihood that key holders would vandalise or enter into inappropriate behaviour is considered to be an acceptable risk.

In addition the following requests were made:

- Provision of a Lifeguard during school bookings, which include sport and learn to swim programs.
- Schools to be given a key to access the pool when it is not attended.
- Consideration of swimming clubs entering into a user agreement when the pool is closed to the public.
- Pool hours to be extended to 9.00pm during the summer school holiday period.
- Extension of pool opening hours for an additional month at the end of the swimming season for Dunedoo Pool key holders to utilise the heated water.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Age of Entry without Parental or Guardian Supervision

In total 9 written submissions were received on the proposal to increase the age of entry without parental or guardian supervision at town pools from 10 to 14 years of age. The origin and number of submissions are; Baradine (2), Binnaway (1), Coolah (4), Coonabarabran (1) and Premer (1).

It is to be noted that the submission received from Binnaway was a petition that included 71 signatures.

The whole of the submissions were against increasing the age of entry without parental or guardian supervision from 10 to 14 years, however a submission from Baradine was in favour of increasing the age from 10 to 12 years.

In general the following issues were raised against the proposal:

- The Royal Life Saving Australia's '*Keep Watch at Public Pools Policy*' is only a recommendation.
- Children's access and usage of the pool will be restricted.
- Children in this age group are generally strong, fit, capable swimmers with many participating in swimming club.
- Parents and guardians have limited opportunity to take children to the pool.
- There will be an increase of children swimming in the river where there is no supervision and a higher risk of injury and drowning.
- The blanket Royal Life Saving Policy does not fit the rural community, therefore high visitation vs low patronage and the percentage of strong swimmers vs non swimmers.
- There should be no charge to parents or guardians to enter the pool to supervise 11-14 year old children.
- Lifeguards, parents, friends and fellow swimmers actively watch those who are in the pool. There are also rules to comply with at the pool.
- Implementation of the Royal Life Saving Policy will limit the development of children to become responsible, confident and mature young members of the community.

It is to be noted that the '*Keep Watch at Public Pools Policy*' recommendation that '*Parents should maintain visual contact*' for children between 11 and 14 years of age is for implementation while at the pool for weak or non swimmers. The recommendation does not apply to age of entry.

Reference is made to the '*Royal Life Saving Australia Guidelines for Safe Pool Operations – Aquatic Supervision, Section 14.4.1 Entry and Aquatic Supervision Policies*' which clearly defines the supervision requirements at entry.

Section 14.4.1 – Entry Policies:

- '*Children under five (5) years will not be permitted entry without an appropriate parent/guardian who is prepared to swim.*
- '*Children under ten (10) years will not be permitted entry without an appropriate parent/guardian.*'

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Section 14.4.1 – Aquatic Supervision Policies:

- *'For children 10 years and older parents must use their knowledge of the child's swimming ability to determine the level of accompaniment required.'*

Therefore, for children 10 years and older parents / guardians must use their knowledge of the child's swimming ability to determine the level of accompaniment required.

Volunteer Lifeguards

To date Council has only received two (2) expressions of interest for the Volunteer Lifeguard positions with one (1) requesting a preferred appointment at Coolah Pool.

A written submission was also received concerning the reduced level of qualification required for the Volunteer Lifeguard at Mendooran Pool including the responsibilities, risks and liabilities associated with being a Volunteer Lifeguard.

Options

Proposed Timetable for Pool Opening Hours for the 2019/20 Season

The concern from schools and user groups indicates that they rely on Council to support their activities in the pool. Council may wish to consider if this support should continue or not.

Council may also wish to consider implementing a staged introduction of the timetable.

Age of Entry without Parental or Guardian Supervision

The guidelines and recommendations from Royal Lifesaving Australia are reasonably consistent for entry age up to 10 years, but they are not consistent for ages 10-14 years.

Council may wish to consider the objections to entry age and stay with existing rules or adopt another entry age rule, for example 12 years.

Financial Considerations

The proposed timetable for pool opening hours does not increase or decrease the number of Lifeguard hours.

Attachments

1. Proposed timetable for pool opening hours for the 2019/2020 season.
2. Submissions on proposed timetable for pool opening hours for the 2019/20 season.
3. Submissions on proposal to increase the age of entry without parental or guardian supervision from 10 to 14 years.
4. Submission on Volunteer Lifeguard positions.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

RECOMMENDATION

That:

1. The opening hours timetable that has been advertised and included in Attachment 1 is implemented from the commencement of the 2019/20 swimming season on the 5 October 2019.
2. The opening hours timetable in Attachment 1 is circulated to known user groups and schools within the Local Government Area.
3. The age of entry to all pools for children without supervision by a parent or guardian is changed to 12 years old.
4. Schools, user groups and swimming clubs are notified of the change to entry age limit.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 17 Coonabarabran Town Beautification Committee

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	RU4 Our towns and villages are characterised by their attractiveness, appearance, safety and amenity
Priority:	RU4.1 Work with local communities to develop and implement improvement plans for our streetscapes, main streets and town entrances.

Reason for Report

Establish a mechanism for generating town beautification projects and delivering those projects.

Background

The following resolution was made by Council on the 18 April 2019:

'390/1819 RESOLVED that:

- 1. A report be prepared on the implementation of the Town Beautification Committee.*
- 2. Councillor Brady be authorised to meet with local people who may be interested in participating in the committee and report back to council.'*

Approximately 23 members of the public were in attendance at a meeting on the 13 May 2019 to discuss Coonabarabran town beautification. Cr Brady conducted the meeting and there was widespread discussion about potential projects as well as funding, project delivery and what role Council is able to play in implementation of projects.

Several participants reflected on project achievements by a Coonabarabran Town Beautification Committee that existed in the years immediately prior to amalgamation in 2004, including centre street trees and garden beds in John Street and the garden around the Clock Tower. At the time this Committee was an advisory committee to Council.

Many comments were made by participants at the meeting about preparing a strategic focus on gardens and streets with the objective of presenting street landscapes that have an appearance of colour and vibrancy. The issue of location was discussed, that is, should the focus on strategy be confined to John Street and the CBD or should the focus extend to town approaches, parks and town streets?

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

The following is a general list (in no particular order) of comments and suggestions made in relation to projects that may be pursued; repainting of murals, town entrance signs, closing of Little Timor Street west of John Street, painting of street garbage bins, tree species selection, replacement of trees that have been removed, mowing of footpaths, removal of burrs from footpaths, cleaning John Street footpaths, sculptures, rail line walkway, pergola in front of Post Office, painting of shop facades, vacant shop front windows, astronomy theme, night markets.

There was lengthy discussion at the meeting about the method of delivering streetscape projects with a hands up vote being taken on two options:

1. Council Committee,
2. A sub committee under the umbrella of a not for profit incorporated organisation such as 2357 Partnerships.

The informal vote favoured Option 2 by 11 to 6.

Issues

The meeting on the 13 May 2019 demonstrated that there is strong interest from the community in maintaining and improving Coonabarabran streetscapes. Participants at the meeting recognised that approval from Council must first be obtained in order to implement projects on Council controlled properties including road reserves. Participants also recognised that adherence to terms of reference that comes with a Council advisory committee may constrain development and implementation of strategies, particularly if reliance is placed on Council to fund projects.

Delivery of 'beautification' projects specific to Coonabarabran may be more effective if they are undertaken through a community based not for profit organisation or group of people. It is understood that Coonabarabran '2357 Partnerships' is in a position to support community groups who may wish to undertake projects in the community. 2357 Partnerships will support community groups who do have the capacity to administer grants or have the capacity to become incorporated and they also have the ability to provide personal injury insurance cover for volunteers.

Options

Option 1 – Establishment of an Advisory Committee

Council may wish to establish an advisory committee to receive recommendations on specific projects and or development of strategies. A town beautification advisory committee may be established to develop street landscape themes and strategies for all towns within the Shire or Council may wish to establish a committee with a single focus on Coonabarabran. Either way it will be necessary for Council to establish terms of reference for a beautification advisory committee.

Option 2 – Volunteer Groups

Council may wish to encourage formation of community groups to promote town beautification projects. The groups would not be managed by Council and they may need to be supported by an incorporated body such as 2357 Partnerships. There will be occasions though when community groups will need to consult with Council staff on general specifications and regulations around project proposals.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Option 3 – Town Beautification Strategy

Development of a town beautification strategy for the Shire is another option that Council may wish to pursue. The objective of a strategy would be to identify streetscape beautification themes for each town and a list of potential projects. Development of a strategy involves public consultation and it may involve the use of specialist consultants.

Financial Considerations

The establishment and operation of an advisory committee to Council will have minimal impact on Council's budget, however staff resources will be required to administer the committee. There is no specific allocation for town beautification projects in Coonabarabran.

RECOMMENDATION

That Council consider the development of a town beautification strategy for all towns in the Local Government Area during the 2020/21 budget considerations.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 18 Tree Proposal in Charles Street and Cowper Street, Coonabarabran

Division:	Technical Services
Management Area:	Urban Services
Author:	Manager Urban Services – Shane Weatherall
CSP Key Focus Area:	Rural and Urban Development
Priority:	RU4 Our towns and villages are characterised by their attractiveness, appearance, safety and amenity.

Reason for Report

The purpose of this report is to consider submissions received for tree planting projects and to make a resolution.

Background

Council has identified the need to improve the current streetscape of Charles Street and Cowper Street, Coonabarabran by installing avenue trees in the centre of each street (*refer to Attachments 1 and 2*).

A project to plant trees in Charles Street and in Cowper Street is included in current budget allocations. The project in each street involves planting trees in the centre of each street as shown in Attachments 1 and 2. The species of tree to be planted is *Pyrus Chanticleer* which is the same as the trees located in the centre median in John Street.

The trees will be watered with an irrigation system connected to the town water supply.

Public consultation was undertaken regarding the proposal and submissions from the public have now been collated and are included as Attachments 3 and 4.

Issues

Public consultation was initially undertaken in May via the local newspaper, social media and Council's website. Council received three (3) submissions that opposed the location of the trees in Charles Street only. As a result of these submissions the proposal for Charles Street was altered in consultation with the business owners who made the submissions. The revised proposal relocated the trees to locations indicated in Attachments 1 and 2.

As part of the consultation process for the project the revised proposal was advertised in the local newspaper, social media and Council's website. Also, letters were posted to adjoining property owners in both streets with an invitation to comment on the proposals.

Council received 15 submissions for the project which closed on the 25 July 2019:

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

- Submissions in favour of the project (*Attachment 3*) – 4
- Submissions opposing the project (*Attachment 4*) – 10

In addition to the submissions received there were numerous posts on social media that opposed the project for various reasons.

A common theme for opposition to the project is in regards to the ensuing drought and the current water restrictions that Coonabarabran is currently facing.

Examples of other feedback include the change of tree selection, the safety risks to traffic that the trees will present by being located in the centre of the road and a waste of money on Council's behalf.

Options

Council has the opportunity to proceed with one of, or a combination of two or more options listed below:

- Option 1 – Proceed with the revised proposal as soon as practicable
- Option 2 – Abandon the project
- Option 3 – Change the tree species
- Option 4 – Change the alignment of the trees
- Option 5 – Delay installations of the trees until water restrictions are no longer in place or have eased to Level 1.

Financial Considerations

The budget allocation for installation of trees in Charles Street is \$30,000 and similarly the budget allocation for trees in Cowper Street is \$30,000.

Attachments

1. Concept plan for Charles Street, Coonabarabran
2. Concept plan for Cowper Street, Coonabarabran
3. Submissions in favour of Charles and Cowper Streets tree proposal
4. Submissions opposing Charles and Cowper Streets tree proposal

RECOMMENDATION

That installation of Pyrus Chanticleer trees in Charles Street and Cowper Street, in accordance with plans shown in Attachments 1 and 2, is undertaken when either Level 1 water restrictions or no water restrictions are in place.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 19 Asset Management Plan – Roads

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	P15 Council manages its asset and infrastructure to meet the agreed service levels.
Priority:	Asset Management Plans for all of Council's assets include levels of service with forecasts identified for operations, maintenance renewals / upgrades and depreciation

Reason for Report

This report presents an Asset Management Plan for roads and makes recommendations for ongoing development of the Plan.

Background

The purpose of an Asset Management Plan (AMP) for roads is to communicate to road users what it takes for Council to maintain the road network at defined condition levels. The Plan demonstrates what funding is required to achieve a balance between roadwork expenditure and service level, that is, what it takes for roads to provide a financially sustainable level of service.

The AMP Roads also demonstrates Council's compliance with the NSW Government's Integrated Planning and Reporting framework. The AMP must demonstrate a connection with other plans and reporting requirements such as the Delivery Program, Operational Plan and also financial statements through the Annual Report.

The AMP presented in this report deals with road pavements associated with Regional Roads, Local Rural Roads and Local Urban Roads. The AMP does not deal with particular assets on the roads including bridges, culvert structures, causeways and signs. Nor does the AMP deal with carparks or stormwater drainage structures.

The Plan provides a map and a listing or inventory of roads. Each road within the network is classified according to a defined hierarchy. The Plan provides information on the method of rating the condition of sealed and unsealed roads as well as nominating the frequency of rating inspections. Condition assessments are used to determine if the roads meet expectations of road users and it is also used to assess remaining useful life. The relationship between condition and remaining useful life is important as it directly affects assessment of financial performance of the road network. The Plan includes the same benchmark ratios used in annual financial statements to assess performance of regional roads and local roads including sealed and unsealed roads.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Issues

Development of the AMP Roads within Council has occurred over a number of years and progress on it has been dependent upon staff resources. The current version of the Plan highlights further work that must be done to improve delivery of road services and to make the services financial sustainable. The work still to be done is listed in the Plan and it includes Council making resolutions on road classification and levels of service in relation to both customer and technical levels of service. The 'improvement plan' within the Plan nominates a timeframe for completion of improvements. Other areas of improvement include condition assessment techniques and purchase of software that integrates asset management data with Council's financial and geographical information systems.

Options

The development of Asset Management Plans for various asset classes is a mandatory requirement of Council's statutory obligations under Integrated Planning and Reporting. Council has discretion though on the extent of planning detail in each AMP. There are costs associated with collecting detailed information about asset features and asset condition and Council must balance these costs against perceived benefits of additional detail. It is clear though that much more effort is required by Council to make the current AMP Roads more useful as a planning tool. In particular Council may wish to develop the following elements of the Plan:

1. Road hierarchy and classification system.
2. Condition assessment techniques.
3. Level of service for planned maintenance activities and intervention levels for unplanned maintenance activities.
4. Review and updated asset accounting assumptions.
5. Update asset inventory to include; culverts, causeways, signs and guardfence.
6. Geographical and financial information systems.

Financial Considerations

Council's capacity to achieve level of service targets and to achieve desired benchmark ratios is limited by its capacity to source revenue. There are four general revenue sources; the roads component of the Financial Assistance Grant (FAG) (\$2,546,964 for 2019/20), Council rates, Roads to Recovery (R2R) and State Government through various programs including the Block Grant administered by Roads & Maritime Services (RMS). The funding levels available each year from all four revenue sources for road maintenance and renewal works is relatively constant. Funding available for improvement works is dependent upon revenue from competitive grant programs. A summary of revenue sources and their application to various road and expenditures types is provided in Table 1.0. The amounts shown in Table 1.0 have been extracted from Council's budget for 2019/20.

Table 1.0 Revenue sources available for various types of expenditure on roads*

Road Classification & Expenditure Type	Revenue Sources		
	FAG & Rates	R2R	RMS/ State Gov Grants
Regional road maintenance	0	0	1,356,299

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Regional road capital renewal	0	0	1,619,000
Regional road capital improvement	0	0	750,000
Local rural road maintenance	2,416,523	0	0
Local rural road capital renewal	200,000	1,400,000	0
Local rural road capital improvement	0	0	0
Local urban road maintenance	1,076,079	0	0
Local urban road capital renewal	292,194	0	0
Local urban road capital improvement	0	0	0
TOTALS	3,984,796	1,400,000	3,725,299

** Revenue figures have been extracted from the 2019/20 budget.*

Revenue from the Australian Government's Road to Recovery (R2R) may be used on capital improvement works as well as capital renewal works. Council has generally allocated R2R revenue to renewal projects on Local Roads and not Regional Roads. Without the benefit of R2R revenue, Council's ability to fund renewal works is severely constrained.

Special Schedule 7 in the annual financial statements includes a consolidated calculation of infrastructure asset performance indicators. Data used to calculate indicators for the Roads asset category have been extracted from the statements and combined with allocations in the 2019/20 budget to calculate forecast ratios for the current year. The AMP Roads provides more details on these calculations however a summary of the calculations is provided in Table 2.0.

The asset renewal ratio indicates that Local Rural Roads and Town Streets are depreciating at a greater rate than they are being renewed. On the other hand the asset maintenance ratio indicates that funding available for maintenance is greater than maintenance target levels on Regional Roads and just meets the target ratio on Local Rural Roads and Town Streets. Because service levels have not been developed for all maintenance tasks, the accuracy of calculations associated with required maintenance is uncertain and caution is required before making definite conclusions about capacity to meet service level targets. The collection of detailed cost information on maintenance tasks and renewal works along with further development of service level targets, are necessary improvements to be made to the Plan. A list of Plan improvements is included in the Plan.

Table 2.0 Forecast Road Asset Performance Indicators for 2019/20

Prescribed Performance Indicator*	Benchmark	Regional Roads	Local Rural Roads	Town Streets
Road Asset Renewal ratio	>100%	140%	64%	68%
Road infrastructure backlog ratio	<2%	0.19%	0.26%	Not avail.
Road maintenance ratio	>100%	125%	99%	100%
Cost to bring road assets to agreed service level	None set	1.55%	1.40%	Not avail.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

** Indicators are prescribed by NSW Office of Local Government and are reported in Special Schedule 7.*

Attachments

1. Asset Management Plan – Roads
2. Appendices for Asset Management Plan – Roads

RECOMMENDATION

The Asset Management Plan Roads shown is adopted by Council and the following actions be undertaken:

1. Report to Council on the road classification system. Include in the same report service level targets for planned maintenance activities and intervention levels for unplanned maintenance activities.
2. Review and update condition rating scales and include in a revised version of AMP Roads.
3. Report on unit rate data for the following roadwork activities; bitumen reseals, pavement rehabilitation and gravel resheeting. Include updated information in revised version of AMP Roads.
4. Consult with the community on acceptable levels of road condition and on expected levels of road maintenance.
5. When completed, publicise a map identifying the location of projects in the four (4) year works program for roadworks associated with pavement renewal and pavement upgrades.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 20 Annual Permits for Non-de-sexed Cats and Dangerous or Restricted Dogs

Division:	Development Services
Management Area:	Regulatory Services
Author:	PA to Director Environment and Development Services – Kelly Dewar
CSP Key Focus Area:	Natural Environment
Priority:	NE5.2 Conduct regular community education programs and ensure that information is available regarding responsible domestic animal ownership and management.

Reason for Report

To inform Council of the introduction of annual permits for owners of non de-sexed cats and dangerous or restricted dog breeds.

Background

The NSW Government has granted a 12 month grace period for the introduction of annual permits for owners of non de-sexed cats and dangerous or restricted dog breeds.

The 12 month grace period will allow for education and awareness activities to inform pet owners across the Shire which will be affected by the annual permits and in the case of cats. This period will also provide time for owners to ensure their pets are de-sexed and dog owners can use the time to better manage the behaviour of their animals. The grace period is timed to ensure people welcoming a new kitten into their homes during the forthcoming spring breeding season have time to de-sex their cat before the permit is required.

Issues

This means that from 1 July 2020 owners of cats not de-sexed by four months of age will be required to pay \$80 for an annual permit in addition to the one-off payment for lifetime registration fee. This program is aimed to create a stronger community incentive to de-sex cats, improve health and wellbeing of pets, lower the demand on pound and reduce the euthanasia rates. Exemptions will be in place for cats that are registered by 1 July 2020 and for cats kept for breeding purposes by members of recognised breeding bodies.

From 1 July 2020 owners of dogs of a restricted breed or declared to be dangerous will be required to pay \$195 for an annual permit in addition to the one-off payment for lifetime registration fee. This will serve as a further disincentive to owning these dogs and encourage owners to better manage the behaviour of their animal. Owners of restricted or dangerous dogs are required to apply and pay for an annual permit within 21 days of their introduction on 1 July 2020.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Options

This is a NSW Government program and is run in conjunction with the NSW Pet Registry and there is no option to opt out of the program.

Financial Considerations

Annual permit fees will go directly to the Companion Animals Fund which pays for companion animal management by local councils including education and awareness programs. The fund is also used by the NSW Government to operate the NSW Pet Registry.

The NSW Pet Registry will also development an online method for pet owners to apply and pay for an annual permit to meet the requirement from 1 July 2020.

RECOMMENDATION

That the report on Annual Permits for Non-de-sexed Cats and Dangerous or Restricted Dogs is noted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 21 Development Applications

Division:	Development Services
Management Area:	Regulatory Services
Author:	PA to Director Environment and Development Services – Kelly Dewar
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 – July 2019

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type Of Development	Stop the Clock Referral Days
DA51/2019	04/07/2019	23/07/2019	Raymond and Alva White	23 Sullivan Street	Dunedoo	New residential garage / shed	0
DA50/2019	21/06/2019	29/07/2019	Live Better Community Services	12-18 Wellington Street	Baradine	New carport and installation of lift	10
DA49/2019	19/09/2019	29/07/2019	Mark Young and Sara Edwards	110 Scully Road	Coolah	Installation of manufactured dwelling	15
DA44/2019	03/06/2019	12/07/2019	Warrumbungle Steel Buildings	3275 Black Stump Way	Coolah	New commercial garage / shed	0
DA41/2019	29/05/2019	01/07/2019	Derek and Christine Dallman	31 Yarrow Street	Dunedoo	New residential garage / shed	0
DA39/2019	23/05/2019	05/07/2019	Taylor Made Buildings	53 Bandulla Street	Mendooran	Installation of Amenities Block	14
DA40/2019	21/05/2019	15/07/2019	Austam Homes	16090 Oxley Highway	Coonabarabran	Installation of manufactured dwelling	17
DA36/2019	03/05/2019	09/07/2019	Dipak Sandhu	22-24 Bolaro Street	Dunedoo	Alterations and additions to Service Station	35
CD5/2019	02/07/2019	11/07/2019	Craig Moore	27 Reservoir Street	Coonabarabran	New residential carport	0

WARRUMBUNGL E SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

CD6/2019	17/07/2019	22/07/2019	Ronald Bartlett	30 Edwards Street	Coonabarabran	New residential garage / shed	0
----------	------------	------------	-----------------	-------------------	---------------	-------------------------------	---

*Development from the January 2013 Wambelong Bushfires

^ Development from the February 2017 Sir Ivan Bushfires

RECOMMENDATION

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

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 22 Notice of Motion – Assist Ratepayers in Purchasing Rainwater Tanks

Notice of Motion – Assist Ratepayers in Purchasing Rainwater Tanks

Councillor Doolan has advised that at this meeting of Council he intends moving the following Notice of Motion:

That Council bring a report back to the next Council meeting outlining the practicality, feasibility and the desirability of Council providing assistance to ratepayers to purchase rainwater tanks to augment the water supply.

**AMBROSE DOOLAN
COUNCILLOR**

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

Item 23 Reports to be Considered in Closed Council

Item 23.1 Organisational Development Monthly Report – August 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 – August 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 23.2 Three Rivers Regional Retirement Community Information Report

Division: Environment and Development Services

Author: Director Environment and Development Services – Leanne Ryan

Summary

The purpose of this report is to provide Council with an update on the Three Rivers Regional Retirement Community (TRRRC) project.

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 advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and is classified **CONFIDENTIAL** under section 10A(2)(g) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

RECOMMENDATION

That the Three Rivers Regional Retirement Community Information Report – August 2019 be referred to Closed Council pursuant to section 10A(2)(g) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Item 23.3 Tender for Baradine Skate Park Construction

Division: Technical Services

Author: Manager Urban Services – Shane Weatherall

Summary

The purpose of the Tender for Baradine Skate Park Construction report is to select the most suitable company to carry out construction of a new concrete skate park at Baradine 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

RECOMMENDATION

That the Tender for Baradine Skate Park Construction 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.

Item 23.4 Tender for Screening and Crushing at Warrumbungle Quarry

Division: Technical Services

Author: Director Technical Services – Kevin Tighe

Summary

The purpose of the Tender for Screening and Crushing at Warrumbungle Quarry report is to provide Council with relevant information required to award a contract to supply crushing and screening services at Council's hard rock quarry.

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.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting – 15 August 2019

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

RECOMMENDATION

That the Financial Tender for Screening and Crushing at Warrumbungle Quarry 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.

FURTHER that Council resolve that:

1. Council go into Closed Council to consider business relating to confidential information.
2. Pursuant to section 10A(1)-(3) of the *Local Government Act 1993* (NSW), the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of Section 10A(2) as outlined above.
3. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993* (NSW).