



Ordinary Council Meeting

Agenda

20 February 2020

**Notice is hereby given in accordance with the provisions of the
Local Government Act 1993 that an
Ordinary Meeting of Warrumbungle Shire Council
will be held in the Council Chambers, Binnia Street, Coolah
on Thursday, 20 February 2020 commencing at 5:00 pm.**

Mayor: Cr Denis Todd

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

Please note:

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Council's Vision Excellence in Local Government

Mission Statement

We will provide:

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

Values

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

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AGENDA

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

Turn Off Mobile Phones

Audio Recording of Council Meetings

Apologies/Leave of Absence

Confirmation of Minutes

12 December 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

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Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 30 November 2019 to 6 February 2020

MAYORAL MINUTE - MAYORS ACTIVITY

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
30-Nov	Phone call	Out	Maree Younghusband – Mendooran swimming pools
1-Dec	Phone call	Out	Cr Doolan
2-Dec	Phone call	Out	Plumber about Baradine Showground sewerage
	Travelled	To	Coonabarabran office for December Business Paper
3-Dec	Event	Attended	Baradine Drought Pantry - Roy Butler attended
	Meeting	Attended	Baradine Progress Association - Roy Butler attended
	Event	Attended	Chamber of Commerce dinner
4-Dec	Meeting	Attended	Inland Rail meeting in Narrabri
	Inspection	Attended	Baradine Sawmill with Roy Butler MP
	Invitation	In	Dunedoo Central School - Awards Night
5-Dec	Phone call	Out	Barry Patterson regarding sewerage at Baradine Showground
	Phone call	Out	Acting General Manager, Leanne Ryan
	Phone call	Out	Cr Capel about presentation at Coolah School
	Letter	In	National Ageing Research Institute - Moving Pictures Project
	Christmas Card	In	Gunnedah Shire Council
6-Dec	Phone call	Out	Mayor Narrabri Shire Council about Christmas party – could not attend
	Event	Attended	St Michaels Dunedoo School presentation night
	Christmas Card	In	The Hon. Michael McCormack
	Letter	In	The Hon. David Little Proud MP - Drought Communities Program
7-Dec	Phone call	Out	Cr Doolan
8-Dec	Travelled	To	Mudgee for Orana JO Meeting
9-Dec	Meeting	Attended	Orana JO Meeting in Mudgee
	Letter	In	Ron Sullivan - clean up of trees in town
11-Dec	Phone call	Out	Stewart Rodgers regarding Cooina
	Phone call	Out	Barry Patterson regarding sewerage at Baradine Showground
12-Dec	Meeting	Attended	Council Workshop
	Meeting	Chaired	Coonabarabran Council Meeting
	Letter	In	The Hon. Michael McCormack - Building Better Regions Fund Round 4
	Christmas Card	In	Cr Linda Scott, President, Local Government NSW
13-Dec	Event	Attended	St Johns School Presentation night
	Letter	In	Skillset - Annual Report
16-Dec	Meeting	Attended	TRRRC Meeting in Dunedoo
	2020 Calendar	In	Senator Perin Davey - Senator for New South Wales
17-Dec	Event	Attended	Baradine Central School presentation night
	Event	Attended	St Lawrences School presentation night
18-Dec	Meeting	Attended	Drought Communities and Australia Day meeting in Coonabarabran
	Phone call	Out	Minister Pavey office

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	Phone call	Out	Lauren Harris regarding Australia Day Award
19-Dec	Meeting	Attended	Windfarm meeting in Coonabarabran
	Phone call	Out	Sharon Nott regarding Australia Day Award
	Phone call	Out	Murray Anderson regarding Australia Day Award
	Phone call	Out	John Clements about grants - Roy Butler Secretary
	Phone call	Out	Russell Stewart re infrastructure funding
	Phone call	Out	Octagon Players regarding Australia Day Award
	Phone call	Out	Roy Cameron regarding Australia Day Award
	Christmas Card	In	Regional Development Australia
20-Dec	Phone call	Out	Murray Henderson regarding Australia Day Award
21-Dec	Phone call	Out	Cr Hill regarding Australia Day
22-Dec	Phone call	Out	Jamieson Leeson regarding Australia Day Award
	Phone call	Out	GM regarding Binnaway pool closed
23-Dec	Phone call	Out	John Farrell regarding Baradine pool keys
	Christmas Card	In	Gilgandra Shire Council
24-Dec	Phone call	Out	Gai Farrell regarding Baradine pool keys
	Phone call	Out	Cr Lewis
	Phone call	Out	Cr Doolan
	Phone call	Out	GM regarding Australia Day break
	Phone call	Out	Mgr Corporate Services re media release re Australia Day
2-Jan	Phone call	Out	GM after Christmas break
3-Jan	Travelled	To	Council office
4-Jan	Phone call	Out	David Morrissey regarding Timor Dam
	Phone call	Out	Judy Clancy regarding Australia Day
5-Jan	Phone call	Out	Cr Iannuzzi regarding going away
7-Jan	Phone call	Out	Cr Iannuzzi regarding going away
8-Jan	Phone call	Out	GM regarding going on a holiday
	Phone call	Out	GM EA about sending minutes
	Phone call	Out	Director Corporate and Community Services about information
	Phone call	Out	Mgr Urban Services regarding Yearinan Creek fire
16-Jan	Phone call	Out	GM - water restrictions around the shire and swimming pools
	Letter	In	Coonabarabran Seniors Association - Seniors Week 2020
17-Jan	Phone call	Out	EA to General Manager
	Phone call	Out	PA to Director Corp. and Comm. Services re Australia Day
18-Jan	Email	Sent	GM about water carting to Baradine
	Phone call	Out	Cr Doolan about water carting to Baradine
22-Jan	Phone call	Out	GM
23-Jan	Travelled	To	Narrabri Inland Rail meeting with contractors
	Phone call	Out	Cr Lewis regarding Australia Day
	Phone call	Out	Gary Andrews about Binnaway pool and trees dying
24-Jan	Event	Attended	Citizenship Ceremony
25-Jan	Event	Attended	Dinner at the Acacia Lodge with Jeremy Jones, Ambassador For Australia Day
26-Jan	Event	Attended	Australia Day celebrations - travelled to Mendooran, Baradine and Coolah
29-Jan	Travelled	To	Dubbo for 2020 Inland Growth Summit

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30-Jan	Event	Attended	2020 Inland Growth Summit
31-Jan	Phone call	Out	GM
3-Feb	Phone call	Out	GM
	Meeting	Attended	Weights of Load meeting
	Inspected	Attended	Billy Kings Bridge
	Meeting	Attended	Windfarm meeting in Coonabarabran
4-Feb	Event	Attended	Rural Aid Top Town Makeover Coolah - Meet and Greet dinner
5-Feb	Event	Attended	Rural Aid Top Town Makeover Coolah - brainstorming workshop
6-Feb	Meeting	Attended	met new owner IGA in Binnaway
	Meeting	Attended	met owner of Binnaway Abattoirs

Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
3-Dec	3-Dec	Coonabarabran - Community Car discussions	43710	43833	123
4-Dec	4-Dec	Sawmill Narrabri Inland Rail	43833	44226	393
6-Dec	6-Dec	St Michael's Catholic School presentation night	44226	44530	304
8-Dec	9-Dec	Mudgee - Orana JO Meeting	44530	44998	468
12-Dec	12-Dec	Coonabarabran - Council Meeting	44995	45106	111
13-Dec	13-Dec	Baradine - St Johns Catholic School presentation night	45108	45123	15
16-Dec	16-Dec	Dunedoo - TRRRC meeting and Baradine -Showground Trust Meeting	45123	45252	129
17-Dec	17-Dec	Baradine Central School Presentation night and Coonabarabran St Lawrence's Presentation night	45252	45378	126
18-Dec	18-Dec	Coonabarabran - Drought Communities Workshop	45378	45398	20
19-Dec	19-Dec	Coonabarabran - windfarm meeting	45398	45615	217
20-Dec	20-Dec	Baradine - petrol	45615	45629	14
7-Jan	7-Jan	Hotchkiss Road Inspection	45629	43651	22
7-Jan	7-Jan	Coonabarabran office - sign letters	45651	45761	110
20-Jan	20-Jan	Coonabarabran office	45761	45879	118
21-Jan	21-Jan	Narrabri - Inland Rail Workshop	45879	45989	110
24-Jan	24-Jan	Coonabarabran - Citizenship Ceremony	45989	46100	111
25-Jan	26-Jan	Coonabarabran - Australia Day functions	46100	46321	221
29-Jan	30-Jan	Dubbo - 2020 Inland Growth Summit	46321	46742	421
3-Jan	3-Jan	Coonabarabran - wind farm meeting	46742	46854	112
4-Jan	4-Jan	Coolah - Rural Aid Town Makeover Meet and Greet	46854	46961	107
5-Jan	6-Jan	Coolah - Rural Aid Town Makeover Community Workshop	46961	47266	305
6-Feb	6-Jan	Baradine Trust Meeting	47266	47284	18
Total KM travelled for period 03/12/2019 - 06/02/2020					3,575

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MAYORAL MINUTE - EXPENSES 10 January 2019 to 3 February 2020

<u>Date</u>	<u>Transaction Details</u>	<u>Comments</u>	
24-Jan	Flight Centre	Flights - Country Mayors Meeting 6 March 2020	413.30
30-Jan	Narrabri Shire Council	Meal - Orana JO Meeting in Mudgee	50.24
30-Jan	Quality Inn Dubbo	Meals – Regional Growth Summit	70.50
3-Feb	Acacia Motor Lodge	Accommodation - Australia Day	145.00
Total expenditure for period 10/01/2020 - 07/02/2020			679.04

RECOMMENDATION

That Council:

1. Notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 30 November 2019 to 6 February 2020.
2. Notes the report on the Mayor's credit card expenses between 10 January 2019 and 3 February 2020 and approves the payment of expenses totalling \$679.04.

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Item 2 Councillors' Monthly Travel Claims – December 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 December 2019.

Commentary

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

Councillor Monthly Travel Claims

Councillor	Kilometres	\$ per KM	Total Amount (\$)
Cr Shinton	1,001	0.78	\$780.78
Cr Todd	-	0.78	-
Cr Brady	-	0.78	-
Cr Capel	1,574	0.78	\$1,227.72
Cr Clancy	-	0.73	-
Cr Doolan	-	0.78	-
Cr Hill	440	0.68	\$299.20
Cr Iannuzzi	-	0.68	-
Cr Lewis	252	0.78	\$196.56
Total:			\$2,504.26

Financial Considerations

Outlined above.

Attachments

Nil

RECOMMENDATION

That the Councillors' monthly travel claims report for December 2019 in the amount of \$2,504.26 is noted.

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Item 3 Delegate's Report – Sustaining the Regions Forum

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 on the Sustaining the Regions Forum held by Local Government NSW in Sydney on 1st and 2nd October 2019. Cr Denis Todd attended both days of the Forum while Council's General Manager attended Day 2 only.

Background

The Sustaining the Regions Forum brought together Joint Organisations (JOs), Regional Organisations of Councils (ROCs) and regional/rural councils to identify common goals and build a platform for future collaboration.

Day 1 of the Forum saw the facilitation and understanding of priorities, strategies and challenges, including workshops to design collaborative initiatives and structures to deliver regional solutions. Areas such as water management and utilities, roads and transport, waste, environment and renewable energy, workforce and skills and joint procurement were explored. The intent of this part of the Forum was to implement agreed pilot projects that encourage future collaboration.

While Day 2 of the Forum saw a shift in focus to the current and future challenges of the drought. Council's General Manager was one of the presenters at Day 2 of the Forum.

Originally it was the intent of LGNSW to prepare a report however it was decided that rather than prepare a standalone report on the drought summit LGNSW would use the summit learnings and advance the outcomes through the variety of relevant inquiries/reviews.

In the first instance LGNSW put together the key outcomes and drafted two motions for consideration at LGNSW's 2019 Annual Conference (water security and drought response), both of which were adopted at conference. These included:

Water Security

LGNSW calls on the NSW Government to develop, in consultation with local government and communities:

- 1) a comprehensive, integrated and funded emergency plan to address the immediate water supply crisis afflicting NSW towns and*

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communities and a disaster recovery plan for when the drought breaks. These plans should:

- a) provide greater flexibility, such as allowing temporary transfer of water, where the water does not have current allocations/licensing and it is within the same water source;
 - b) ensure that town water supplies will be secured and maintained; and
 - c) ensure that appropriate consultation is undertaken, when issuing bore licences and other relief measures; and
- 2) long term (30-40 year) water supply strategies for catchments throughout the State that mitigate the risks from future droughts and the predicted impact of climate change to help ensure population and economic growth targets can be achieved and supported. These strategies should not exclude ambitious infrastructure projects of the scale of the Snowy Mountain Scheme, while storm water harvesting, reuse and recycling and demand management initiatives should feature as key elements of those plans.

Drought response

LGNSW calls for the development and implementation of integrated long term National and State drought policies and plans. Elements of the policy must include:

1. a commitment to provide long term water security and related initiatives such as fodder banks;
2. bringing forward planned water infrastructure projects and identifying new infrastructure projects that will assist in providing long term water security;
3. support for demand management and water saving initiatives down to the household level;
4. stronger support for emergency responses such as water carting;
5. a review of Water Sharing Plans, particularly in relation to the need for optimisation of the management of environmental flows;
6. a commitment to actively engage councils in the development of all policies and plans;
7. provision for funding of local government drought coordinators;
8. explicit recognition by the State and Federal Governments that they have a community service obligation (CSO) to subsidise water and sewerage infrastructure and services in small rural and regional communities; and
9. Increased provision of financial and mental health support for communities impacted by drought (supported by roadshows to make people aware of available assistance).

In addition to these resolutions LGNSW made submissions to the following national and state inquiries/forums:

- Future Drought Fund - draft resilience funding plan
The Federal Government released its draft Drought Resilience Funding Plan for consultation. The plan will guide how the Future Drought Fund is invested in

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drought resilience. LGNSW provided a high level briefing to the independent committee overseeing the fund highlighting the unique position councils are in to determine what resilience initiatives are appropriate for their area and also to administer and deliver local resilience programs, and the need to collaborate with councils. LGNSW was also to make a written submission on this.

- **NSW Productivity Commission review**
NSW Productivity Commission has released a discussion paper Kickstarting the Productivity Conversation, identifying six key themes to increasing NSW productivity (one of these being water and energy).
- **State Water Strategy**
The NSW Government is preparing a State Water Strategy and the Department has invited key stakeholders to present their issues of concern.
- **Inquiry into drought support for NSW communities**
On the day of the summit, the NSW Legislative Assembly Committee on Investment, Industry and Regional Development announced it is undertaking an inquiry into support for drought-affected communities in NSW. The LGNSW submission was to draw heavily on the Summit outcomes, including using case studies in the submission from the Summit.

Mayor of Warrumbungle Shire, Cr Denis Todd, attended both days of the Summit while Council's General Manager attended and presented to Day 2 of the Summit.

Financial Considerations

The total costs for travel, food and accommodation for Cr Todd attending the Summit were \$1,332.85.

Attachments

Nil

RECOMMENDATION

That Council notes the Delegate's Report in relation to the Local Government NSW Sustaining the Regions Forum.

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Item 4 Delegate's Report – ALGA National Roads Congress in Hahndorf, Adelaide Hills held 18 – 20 November 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 Australian Local Government Association (ALGA) National Roads Congress held in Hahndorf, Adelaide Hills, South Australia on 18 – 20 November 2019.

Commentary

The ALGA National Roads Congress was held on 18 – 20 November 2019 in Hahndorf, Adelaide Hills, South Australia and was attended by Mayor Denis Todd and myself.

The key points of the Conference include:

Significant outcomes for the year were:

- 20% increase for R2R to \$500 million pa.
- \$50 million increase in black spot funding to \$110 million pa.
- Bridge renewal program rose by \$25 million to \$485 million per annum.

The low points for the year:

- Over 1,200 fatalities on Australian roads.
- 66% of fatalities are on regional roads.

State of Australian infrastructure:

- \$2.2 billion backlog in Local road maintenance.
- We are “sweating” assets to make them last longer with little or no maintenance.
- Grants end up costing Councils for maintenance in the future.
- Road congestion costs our economy \$19 billion now and is projected to cost \$39 billion by 2031 if nothing is done.
- We must introduce road user charges to fund road construction and maintenance.

Future of transport:

- Cars produce the third largest atmospheric emissions.
- 60% increase in emissions over last 20 years.
- Over 1.42 billion electric cars worldwide.

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- Price of batteries has dropped by 33%.
- Hydrogen/battery semi trailers can travel 1500km on a 15 minute charge.
- Hydrogen less than 1/3 of the weight of the batteries.
- Zero emissions with H vehicles.
- Heavy vehicle full automation.
- Drone vehicles for small deliveries.

Vehicle tyres:

- 56.3 million tyres imported into Australia per annum.
- 447,000 tons.
- 10% are reprocessed; 27% exported to burn instead of coal; 63% to landfill.
- Tyre stewardship Australia produce crumbed rubber and high quality binders.
- Rubber is used on roads in Victoria consuming about 1 million tyres.
- Eight tyre imports pay 60% of the voluntary tyre levy, the other 20 pay nothing.

The future for vehicles and cities:

- Zero carbon cities.
- Fast charging stations 20 minutes to charge.
- Mercedes no more combustible vehicles by 2039 and CO2 free by 2022.
- 90% of accidents are human induced.
- Congestion is caused by human drivers.
- Automated vehicles will pick-up and deliver and return home. No need for car parks in cities; more open space.
- Smart shuttle services to public services.
- Automated vehicles in cities; mixed traffic on open roads.
- Automated vehicles use a combination of GPS and road conditions in front of vehicles.

Funding:

- Australian Government talking about funding and future for over 15 years and have done very little.
- PAYG system is needed.
- Less being raised by fuel excise.
- Electric or solar vehicles don't pay fuel excise.
- New system involving charge per km for heavy vehicles only or a contribution by all vehicles that use the road system.
- In Local Government funding road construction from money raised by land taxes cannot be related or justified.

Drones:

- Light drones delivering small parcels, blood products and emergency goods.
- Large cargo drones delivering heavy goods into hard to get to locations.
- Electric and solar powered drones can fly in the stratosphere and stay indefinitely, used for weather and emergency communications.

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RECOMMENDATION

That Council notes the Delegate's Report in relation to the Australian Local Government Association (ALGA) National Roads Congress held in Hahndorf, Adelaide Hills, South Australia on 18 – 20 November 2019.

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Item 5 Delegates Report – Inland Rail Networking Session held in Narrabri on 21 January 2020

Division:	Executive Services
Management Area:	Governance
Author:	Mayor Denis Todd
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 Inland Rail networking session held in Narrabri on Tuesday 21 January 2020.

Commentary

Council's Manager Economic Development and Tourism and I attended an Inland Rail networking event at Narrabri on Tuesday 21 January 2020. The event featured the three shortlisted construction contractors for the Narrabri to North Star section of line. The shortlisted contractors are Lend Lease; Rail First; and Trans4m Rail. The contractors will be selected in the middle of the year.

During the event there were a number of sessions, these included:

- A presentation from each of the bidding contractors to local businesses demonstrating their previous project experience, values and local economic development focus.
- Guidelines on how the networking will proceed.
- Networking opportunities. Each small business met separately with each contractor giving the small business the opportunity to give their 'elevator pitch' and present their capability statement (from a previous workshop held in Narrabri).

During the day I was able to speak with CoPac Construction who are the camp construction builders in which after the workshop Ray Elliot from CoPac contacted me to discuss the proposal for the workers camp in Baradine.

It was a very successful, informative and worthwhile workshop that told us a lot that was going to happen when the inland rail move through our shire.

RECOMMENDATION

That Council notes the Delegate's Report in relation to the Inland Rail networking session held in Narrabri on Tuesday 21 January 2020.

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Item 6 Delegate's Report – Inland Growth Summit 2020 Held in Dubbo on Thursday 30 January 2020

Division:	Executive Services
Management Area:	Governance
Author:	Mayor Denis Todd
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 Inland Growth Summit 2020 held in Dubbo on Thursday 30 January 2020.

Commentary

I was fortunate to attend the second Inland Growth Summit hosted by Regional Development Australia (RDA) in Dubbo on Thursday 30 January 2020. The theme for this year was about the opportunities and innovations that surround us in water management and examining the future of water and the impact it has on Australia.

There were four sessions throughout the day that were based on the topics; strategic, water for business, water for innovation and water for the community.

In the first session, Dr Geoff Beeson, Honorary Professor from Deakin University was a keynote speaker who spoke about water management, highlighting innovations from the past and present that we could use to manage our water more efficiently. The Hon. Mark Coulton MP was another speaker in this session who discussed the importance of the agriculture and mining sectors are once the drought is broken.

During the next session, water for business, Xavier Martin, Chair of NSW Farmers Water Taskforce spoke about his experience with the improvements of water management in the Murray Darling Basin, floodplain harvesting, how water management which is affecting regional communities and the challenges faced by the agriculture industry in NSW. Director of Taronga Western Plains Zoo, Steve Hinks, discussed the water sustainability practices that have been implemented at Taronga Western Plains Zoo.

In the water for innovation session, Craig Shapiro, co-founder of the Bridge Hub, talked about how his company Bridge Hub research solutions for problems, including drought-proofing our agrisystem to be more productive. Dr Martijn De Sterke followed on discussing his current research in water capture he is undertaking through his role at the University of Sydney.

Mayor of Orange City Council, Councillor Reg Kidd, opened the last session, explaining how Orange City Council has been proactive about water sustainability and how they are trying to avoid being placed on level 6 water restrictions. Dr

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Annalisa Contos, Principal Atom Consulting, followed on with a presentation titled 'water for life for the future'.

The main issue each speaker discussed throughout the day was the need for more water. Suggestions were made from Dr Beeson in the first session for improving water management were long term planning, recycling wastewater, indirect potable reuse and greater efficiency from existing suppliers.

RECOMMENDATION

That Council notes the Delegate's Report in relation to the Inland Growth Summit 2020 held in Dubbo on Thursday 30 January 2020.

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Item 7 Minutes of Internal Audit Committee Meeting – 17 September 2019

Division:	Corporate and Community Services
Management Area:	Corporate Services
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 present Minutes adopted by the Internal Audit Committee of its meeting held at Coonabarabran on Tuesday, 17 September 2019 and draft Minutes of the Internal Audit Committee meeting held at Coonabarabran on Thursday, 19 December 2019.

Commentary

The Internal Audit Committee was formed by Council Resolution 339/1819 (21 March 2019). The first Committee meeting was held at Coonabarabran on Tuesday, 17 September 2019.

At the first meeting, the Committee discussed:

- External audit;
- Work Health and Safety;
- Risk management;
- Fraud and corruption control;
- Delegations;
- Office of Local Government s430 Investigation;
- Governance, performance and improvement;
- Corporate Plan and Community Strategic Plan; and
- Performance improvement initiatives.

The Minutes of this meeting were adopted by the Internal Audit Committee on 19 December 2019 and are provided as Attachment 1 to this report.

At the Internal Audit Committee meeting of 19 December 2019, the Committee discussed:

- Financial Statements;
- Actions arising from the previous meeting;
- Risk management framework; and
- Compliance.

The draft Minutes of this meeting, yet to be confirmed by the Internal Audit Committee, are provided for Council's information as Attachment 2 to this report.

Options

Nil

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Financial Considerations

Nil

Attachments

1. Minutes of the Internal Audit Committee meeting held at Coonabarabran on 17 September 2019.
2. Draft Minutes of the Internal Audit Committee meeting held at Coonabarabran on 19 December 2019.

RECOMMENDATION

That Council notes the minutes of the Internal Audit Committee meeting held on 17 September 2019.

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Item 8 Minutes of Orana Joint Organisation Meeting – 9 December 2019

Division:	Executive Services
Management Area:	Executive Services
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

To present minutes from the Orana Joint Organisation board meeting held at Mudgee, on Monday 9 December 2019.

Background

At the meeting of the Orana Joint Organisation (JO) held 9 December 2019 the following resolutions were made:

- The Orana JO offer a submission to the Risk Management and Internal Audit Framework discussion paper.
- The Board do not support the funding application to Round 4 of the Building Better Regions Fund for Stage 2 for the Western Region Sports Hub in Dubbo.
- The Orana JO Board apply to be the lead applicant/partner for the Federal Government's Regional University Centre funding program.
- The Orana JO notifies the NSW Government to act urgently on behalf of water users along the Macquarie river and to change flood mitigation capacity at Barrendong Dam from 100% to 120%.
- Dubbo Regional Council be supported to become a member of the Orana JO with a fee based on the current Orana JO 2019/20 member contributions.
- A letter be written to Local Members, NSW Premier, NSW Deputy Premier, Minister for Western NSW and Minister for Local Government requesting direct payment to Councils for a rate relief in drought affect areas of NSW.

Options

Nil

Financial Considerations

Nil

Attachments

1. Minutes of the Orana Joint Organisation board meeting held on Monday 9 December 2019.

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RECOMMENDATION

That Council notes the minutes of Orana Joint Organisation meeting held in Mudgee on 9 December 2019.

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Item 9 Minutes of Traffic Advisory Committee Meeting – 12 December 2019

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

PRESENT: Cr Peter Shinton (Chairperson), Ms Jackie Barry (RMS), Mr Mal Unicomb (Local State Member Representative).

IN ATTENDANCE: Mr Kevin Tighe (Director Technical Services), Mr Mustafa Kowsar (Design Engineer) and Tracy Cain (Minutes).

APOLOGIES: Senior Constable Kelvin Kilsby (NSW Police).

CONFIRMATION OF MINUTES

RECOMMENDED that the minutes of the Traffic Advisory Committee meeting held on 24 October 2019 be confirmed.

Barry/Unicomb

BUSINESS ARISING FROM THE MINUTES

The following matters were noted as outstanding:

- o Black Stump Way – Council request to NHVR that any road in the Warrumbungle Shire that is a 25 metre B Double Route be converted to a 26 metre B Double Route.
- o Warrumbungle Quarry – Council's application pursuing approval and funding for the STARS trial is to be resubmitted on the Centre for Road Safety's Safer Roads portal.
- o Council investigate the feasibility and warrant for a safer option bus stop area at Koala Crescent Coonabarabran.
- o Bollards be erected in front of the shop front posts at 62-64 Binnia Street in Coolah and that Council monitor the impact of these bollards for potential further use in other areas of the Shire.
- o Disabled Parking Spaces in Coolah - additional design for 1 disabled car parking space at 42 Binnia Street to be prepared and community consultation to be undertaken on the preference of 1 or 2 disabled car parking spaces.
- o Intersection Upgrade at Indian Lane and Aerodrome Road – Council to investigate road safety treatments and appropriate signage. Road Safety Audit to be undertaken.
- o Installation of 'Dump Point' facility and direction signs on the approaches to Binnaway Town

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AGENDA ITEMS

- a) Coonabarabran LALC – Request for Closure of John Street for the Annual Sorry Day Memorial March – 26 May 2020

RECOMMENDED that the revised Traffic Control Plan and Transport Management Plan for the implementation of a 'rolling road opening' in John Street, Coonabarabran for the Coonabarabran Local Aboriginal Land Council Sorry Day Memorial March to be held on Tuesday, 26 May 2020 be approved.

Barry/Unicomb

- b) Proposed Road Closure for 2020 ANZAC Day Ceremonies in each Town of the Shire – 25 April 2020

RECOMMENDED that approval be granted to close the following roads on Saturday, 25 April 2020 for the purpose of conducting an ANZAC Day March and Ceremony, subject to compliance with RMS Guidelines, Council's Road Closure Guidelines, Transport for NSW Road Occupancy Licence for State Roads, Transport for NSW Regional Special Events concurrence for State Roads that are closed and Transport for NSW Western Region concurrence for Regional Roads that are closed.

- Coolah RSL Sub Branch - Binnia Street between Booyamurra Street and Campbell Street between 10.00am and 12.30pm.
- Coonabarabran RSL Sub Branch – John Street between Edwards Street and Essex Street between 10.00am and 1.00pm.
- Dunedoo/Leadville RSL Sub Branch – Bolaro Street between Wargundy Street and Merrygoen Street between 10.00am and 12.00pm.
- Mendooran RSL Sub Branch – Bandulla Street between Yalcogrin Street and Napier Street between 9.00am and 12.00pm.
- Binnaway RSL Sub Branch – Renshaw Street between Bullinda Street and Yarran Street between 9.30am and 12.00pm.
- Baradine RSL Sub Branch – Wellington Street and Narran Street between 10.00am and 12.30pm

Unicomb/Barry

- c) Submissions on the 'One Way' Traffic Proposal for Central Lane, Coolah

RECOMMENDED that the 'One Way' traffic proposal for Central Lane, Coolah be implemented as per Council Resolution No 80/1920 of 19 September 2019.

Unicomb/Shinton

- d) Baradine Progress Association – Request for Closure of Wellington Street, Baradine for Christmas Eve Carnival – 24 December 2019

RECOMMENDED that approval be granted to the Baradine Progress Association for the part closure of Wellington Street, Baradine between Narran Street and Darling Street on Tuesday, 24 December 2019 from 6pm to 10pm to conduct the Christmas Eve Street Carnival subject to compliance with:

- Receipt of Current Public Liability Insurance
- Council's Road Closure Guidelines

Barry/Unicomb

- e) Safe Cycling Mudgee – Request for Erection of Central West Cycleway Signage from Birrawa to Dunedoo onto Mendooran

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A request was received from Safe Cycling Mudgee to place Central West Cycleway stickers on guideposts within the Warrumbungle Shire from Birrawa to Dunedoo and onto Mendooran.

Concerns were raised regarding the placement of reflective stickers on guideposts as they may cause interference with the delineation device, and also the risk associated with installation.

RECOMMENDED that the request from Safe Cycling Mudgee seeking approval to place Central West Cycleway stickers on guideposts within the Warrumbungle Shire from Birrawa to Dunedoo and onto Mendooran be refused.

Barry/Unicomb

f) Coolah Central School – ‘No Stopping’ Signs in Binnia Street, Coolah
RECOMMENDED that:

- The ‘No Stopping’ signs in front of Coolah Central School in Binnia Street be relocated to 5 metres either side of the school driveway.
- Standard B size ‘No Stopping’ signs be installed at the appropriate angle.
- Solid white lines be marked to delineate the ‘No Stopping’ zone.

Barry/Unicomb

GENERAL BUSINESS

‘No Parking’ Signs in the Coonabarabran CBD

Concerns were raised regarding the inconsistent ‘No Parking’ signs located in the Coonabarabran CBD. The Committee determined that an audit of ‘No Parking’ signs be undertaken and a plan prepared. Council is also to liaise with the Coonabarabran Chamber of Commerce regarding timed parking.

There being no further business the meeting closed at 11.30am.

The next meeting will be held in the Gallery Meeting Room, Coonabarabran on Thursday, 27 February 2020 commencing 10.00 am.

Note:

The following items from the minutes of the Traffic Advisory Committee will be undertaken under delegated authority:

- c) Submissions on the ‘One Way’ Traffic Proposal for Central Lane, Coolah
- d) Baradine Progress Association – Request for Closure of Wellington Street, Baradine for Christmas Eve Carnival – 24 December 2019
- e) Safe Cycling Mudgee – Request for Erection of Central West Cycleway Signage from Birrawa to Dunedoo onto Mendooran
- f) Coolah Central School – ‘No Stopping’ Signs in Binnia Street, Coolah

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RECOMMENDATION

That:

1. Council accept the Minutes of the Traffic Advisory Committee Meeting held at Coonabarabran on 12 December 2019.
2. The revised Traffic Control Plan and Transport Management Plan for the implementation of a 'rolling road opening' in John Street, Coonabarabran for the Coonabarabran Local Aboriginal Land Council Sorry Day Memorial March to be held on Tuesday, 26 May 2020 be approved
3. Approval be granted to close the following roads on Saturday, 25 April 2020 for the purpose of conducting an ANZAC Day March and Ceremony, subject to compliance with RMS Guidelines, Council's Road Closure Guidelines, Transport for NSW Road Occupancy Licence for State Roads, Transport for NSW Regional Special Events concurrence for State Roads that are closed and Transport for NSW Western Region concurrence for Regional Roads that are closed.
 - Coolah RSL Sub Branch - Binnia Street between Booyamurra Street and Campbell Street between 10.00am and 12.30pm.
 - Coonabarabran RSL Sub Branch – John Street between Edwards Street and Essex Street between 10.00am and 1.00pm.
 - Dunedoo/Leadville RSL Sub Branch – Bolaro Street between Wargundy Street and Merrygoen Street between 10.00am and 12.00pm.
 - Mendooran RSL Sub Branch – Bandulla Street between Yalcogrin Street and Napier Street between 9.00am and 12.00pm.
 - Binnaway RSL Sub Branch – Renshaw Street between Bullinda Street and Yarran Street between 9.30am and 12.00pm.
 - Baradine RSL Sub Branch – Wellington Street and Narran Street between 10.00am and 12.30pm

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Item 10 Minutes of TRRRC 355 Advisory Committee Meeting – 16 December 2019

Division:	Development Services
Management Area:	Development Services Management
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 2.39pm

PRESENT: Cr Denis Todd, Cr Wendy Hill, John Horne, Sue Stoddard, Alice Mayes.

ATTENDING: Roger Bailey (*General Manager*), Leeanne Ryan (*Director Environment and Development Services*), and Darren Devenish (*Acting Manager Projects WSC*).

APOLOGIES: Nil

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

None

2. **ACCEPTANCE OF THE MINUTES 30 July 2019.**

RECOMMENDATION: that the minutes of the Three Rivers Regional Retirement Community S355 committee meeting on 30 July 2019 be accepted.

HILL/STODDARD

3. **BUSINESS ARISING**

Sue Stoddard asked that options remain open with Brian Murnane from St Vincent de Paul.

4. **TRRRC UPDATE – Acting Manager Projects**

RECOMMENDATION: That the TRRRC Acting Manager Projects Report be received and noted.

HORNE/MAYES

5. **RESIGNATION OF COMMITTEE MEMBERS –** tabling of resignations of committee members Neville Stanford and Mary Warren.

RECOMMENDATION: That the resignations be accepted by the committee and a letter of thanks be sent for their contribution to the project.

STODDARD/HILL

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6. NEW BUSINESS

The committee were informed of the request from the Dunedoo/Mendooran Aged Hostel Ltd request for refund of \$250,000 contributed to the TRRRC project. It was advised that Council resolved at their Council meeting held on 12 December 2019 not to refund the monies.

Media releases were discussed, and the committee agreed that if there was no change in the status of the project, then there was no point in releasing media on a monthly basis. It was suggested that two monthly intervals was more appropriate, or when there was an update on the project.

RECOMMENDATION: That media releases for TRRRC be prepared at two monthly intervals, or when there is an update on the project.

STODDARD/HILL

7. **NEXT MEETING** – 10 March 2020 commencing 2.30pm

8. **MEETING CLOSED** 3.03pm

RECOMMENDATION

That Council accepts the minutes of the Three Rivers Regional Retirement Community S355 Committee meeting held at Dunedoo on 16 December 2019.

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Item 11 Minutes for the Australia Day Awards 2020 Committee Meeting – 18 December 2019

Division:	Executive Services
Management Area:	Governance
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Community and Culture
Priority:	CC3 Our shire is home to a vibrant arts and cultural life which is promoted and supported as an essential aspect of community well-being

Meeting opened: 2.00pm

PRESENT: Cr Denis Todd (Mayor), Cr Anne-Louise Capel, Cr Wendy Hill, Cr Peter Shinton, Cr Ray Lewis and Cr Ambrose Doolan

APOLOGIES: Cr Kodi Brady, Cr Aniello Iannuzzi (Deputy Mayor) and Cr Fred Clancy

IN ATTENDANCE: General Manager

Australia Day 2020 Awards

All present reviewed all nominations and awarded the following:

- Citizen of the Year – Murray Henderson
- Environmental Citizen of the Year – Sharon Nott
- Sportsperson of the Year – Jamieson Leeson
- Community Event of the Year – 2019 Baradine Show
- Cultural Achievement Award – Octagon Players
- Senior Citizen of the Year – Roy Cameron OAM

Meeting closed: 2.24pm

RECOMMENDATION

That Council note the selection of Australia Day Award recipients for 2020.

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Item 12 Office of Local Government S430 Report

Division:	Executive Services
Management Area:	Governance
Author:	General Manager – Roger Bailey
CSP Key Focus Area:	Local Government and Finance
Priority:	GF8.1 Council undertakes periodic performance reviews to ensure the effective and efficient management of its assets, finances and workforce and modifies its actions to deliver better outcomes for the community

Reason for Report

The Final Report of the Section 430 investigation into the Warrumbungle Shire Council was presented to Council at its 21 November 2019 meeting. This report is to report on the making of Council's submission to the Office of Local Government.

Background

On 5 February 2018 the Chief Executive of the Office of Local Government determined that an investigation under section 430 of the *Local Government Act 1993* be undertaken into Council. The investigation was to centre around:

- The Council's consideration of its 2017 waste services tender for the supply and installation of skip bins
- Strategic, operational and management aspects of its water resources function
- Whether the conduct of councillors, senior Council officers and Council staff, has hindered the provision of efficient, effective and appropriate standards of governance

Council received the draft report on 24 April 2019. Council was given 28 days from the date of the letter to submit a response. Council's response was submitted on 23 May 2019.

The Final Report was provided to the Minister for Local Government, the Hon. Shelley Hancock MP who has tabled in Parliament the report and a copy of the report has been provided to Council. An emailed copy of the report was received by Council on Friday 25 October 2019.

During the investigation councillors, current staff and former staff were interviewed.

The 59 page Report goes into detail of the issues above and has provided a number of findings as well as and making 10 recommendations. The more significant of these recommendations include:

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- The Minister considers issuing a Performance Improvement Order (PIO) to improve performance in planning for and managing its water, waste water and other assets, and also for procurement and tendering processes
- Appointing a Temporary Adviser to Council

Issues

Council was required to present the Report to the next meeting of the council after the report is received. That meeting being the meeting on 21 November 2019. Then, within 28 days after presentation to it of the Report Council is to give written notice to the Minister of the things done or proposed to be done to give effect to any recommendations contained in the report.

Council emailed its submission to the Office of Local Government on 18 December 2019.

Options

Following Council's submission the Minister may:

- (a) after receiving the council's notice, or*
 - (b) after the 28-day period,*
- whichever is the earlier, order the council to do such things or to refrain from doing such things arising from the recommendations contained in the report as are specified in the order.*

Under Section 434 a council must comply with the Minister's order. Further to that an order under this section may state that a failure to comply with the order may lead to legal proceedings being taken to enforce compliance.

Financial Considerations

Nil at this stage.

Attachments

1. Section 433 of the Local Government Act 1993.
2. Terms of Reference for the Section 430 Investigation, 5 February 2018.
3. Council's Submission to the Office of Local Government dated 18 December 2019.

RECOMMENDATION

That Council note the submission being made to the Office of Local Government in relation to the Section 430 Investigation Final Report dated 18 December 2019.

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Item 13 Council Committees

Division:	Executive Services
Management Area:	Governance
Author:	Executive Services Administration Assistant – Joanne Hadfield
CSP Key Focus Area:	Local Governance 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 back to Council as per Resolution 230/1920 on 12 December 2019. It was resolved to lay on the table due to perceived inaccuracies in the report by Councillors. The report was created to inform Council of the functions and representation of each external and internal committee of Council as resolved by Council in Resolution 196/1920 on 21 November 2019 as follows;

- *outlining committees and subcommittees each Councillor has been nominated to by Warrumbungle Shire Council (WSC) or the Mayor;*
- *outlining committees and subcommittees each Councillor participates in as a representative of WSC;*
- *for each of the two points above outline whether the role comes with voting rights;*
- *for the first two points above outline whether any remuneration is associated with the position, and if so who pays;*
- *for the first two points above outline whether any reimbursement of costs is associated with the position, and if so who pays;*
- *outline the term of appointment of the position.*

The report has been created using the records from the resolutions of Council. It is noted that discussion at the June 2019 council meeting did discuss Council's representative to the Mining Related and Energy Related Councils, Castlereagh Bushfire Management Committee (BFMC) and Castlereagh Zone Liaison Committee but it was not reflected in the motion and Resolution 437/1819 (see below), hence Resolution 54/1617 September 2016 stands.

All new committees that have been resolved by Council since September 2016 have been included in the report.

The minutes of this meeting were confirmed without change at the subsequent Council meeting.

Background

At the commencement of the new Council term in September 2016, the committees and representatives from the elected Council were reviewed. Councillors were

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nominated to be members of certain committees as a representative of Warrumbungle Shire Council, for the full four (4) year Council term. A copy of the nominees are listed in Attachment 1 – Minutes of Resolution 54/1617 from 26 September 2016.

At the June 2019 Council meeting Resolution 437/1819 Council resolved the following;

1. *Notes the information contained in the Council Committees report.*
2. *Delete the following committees and delegates that are no longer relevant including;*
 - *Central Ranges Natural Gas and Telecommunications*
 - *Orana Regional Organisation of Councils*
 - *Geopark Steering committee*

A list of Council's current external and internal committees, with a brief description and the current nominated Councillor/s is provided in Attachment 2. This list includes new committees which have been formed since September 2016 council meeting and details the Resolutions of Council in relation to the committees.

A small number of committees require technical or specialist expertise, in which case the responsible Director who is delegated as Council representative is also noted for councillors information.

Issues

Under the new Warrumbungle Shire Council Code of Meeting Practice adopted in March 2019 Part 1:

- 1.1 *The Warrumbungle Shire Council Code of Meeting Practice (the Meeting Code) is made under section 360 of the Local Government Act (the Act) and the Local Government (General) Regulation 2005 (The Regulation).*
- 1.2 *This code applies to all meetings of councils and committees of councils of which all the members are councillors (committees of council). Council committees whose members include persons other than councillors may adopt their own rules for meetings unless the council determines otherwise.*
- 1.3 *A council and a committee of the council of which all members are councillors must conduct its meetings in accordance with the Meeting Code.*

Council may, by resolution, establish such committees as it considers necessary which consist of the Mayor and/or councillors as appointed by the Council. Each committee, be that external or internal, has a specific function, delegated responsibilities by the Council or legislative framework from which to operate.

Options

There are a number of external organisations and regional committees that have voting places in the Charter or Constitution for member Councils. These committees are part of this Council's wider involvement in the region and the majority of these committees have legislative powers creating them or formal agreements between Warrumbungle Shire and other Councils.

Councillors who are representatives to external committees are expected to provide a delegates report in writing to the General Manager for presentation to the following Council meeting.

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Financial Considerations

The Castlereagh Macquarie County Council committee members each receive a meeting allowance of \$283.33 per meeting and are entitled to claim a travel allowance of 65 cents per kilometre from Castlereagh Macquarie County Council.

Council receives no remuneration for councillors participating in external committees and receives no reimbursement of any costs associated with councillors attending committee meetings from the external committees.

Council representation on Council committees; either external or internal, is classified as Council approved business. Where a councillor incurs expenses in the course of discharging their civic office responsibilities, such expenses will be reimbursed as per Council policy – Policy for the *Payment of Expenses and the Provision of Facilities to Mayors and Councillors*; has provided in Attachment 3.

Councillor travel reimbursements are budgeted for in the 2019/2020 Operational Plan under Councillor expenses. Where there is a staff member involved, all efforts are made to ensure the councillor representative can travel with the staff member.

Committee or Organisation membership/subscription or financial contributions where required have been allocated to the respective management area and budgeted for in the 2019-2020 Operational Plan.

Attachments

1. Minutes of Resolution 54/1617 from 26 September 2016
2. List of External and Internal Committees
3. Council policy – *Policy for the Payment of Expenses and the Provision of Facilities to Mayors and Councillors*.

RECOMMENDATION

That Council:

1. Notes the information contained in the February 2020 Report on the Council Committees.
2. Deletes the following committees and delegates that are no longer relevant including
 - Orana Arts Incorporated
 - Warrumbungle Shire Mayors Bushfire Appeal Advisory Committee (established for the Wambelong Fire).
3. Council confirms Cr Peter Shinton to be Council's representative on the following committees:
 - Castlereagh Bushfire Management Committee (BFMC)
 - Castlereagh Zone Liaison Committee
 - Mining Related and Energy Related Councils

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Item 14 Council Resolutions Report February 2020

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, February 2020

RECOMMENDATION

That the Council Resolution Report for February be noted for information.

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Item 15 Revotes Report February 2020

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, February 2020

RECOMMENDATION

That the Revote Report for February 2020 be noted for information.

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Item 16 Delivery Program Progress Report – 31 December 2019

Division:	Corporate and Community Services
Management Area:	Governance
Author:	Manager Corporate Services – Jenni Maundrell
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 present the six (6) monthly Delivery Program Progress Report for the period 1 July 2019 to 31 December 2019 to Council for their information and endorsement.

Background

It is a requirement of section 404(5) of the *Local Government Act 1993* (NSW) and the Integrated Planning and Reporting Framework that regular progress reports are provided to Council with respect to the principal activities detailed in its Delivery Program. Progress reports must be provided at least every six months.

The attached report details Council's progress as at 31 December 2019 in carrying out and/or completing activities identified in the Delivery Program 2017/18 to 2020/21 adopted by Council at its Ordinary meeting of 15 June 2017 (Resolution 310/1617). The report highlights areas where progress is behind schedule and/or more action is required.

Options

Nil

Financial Considerations

Nil

Attachments

1. Delivery Program Progress Report – 31 December 2019

RECOMMENDATION

That Council endorses the Delivery Program Progress Report for the period 1 July 2019 to 31 December 2019.

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Item 17 Cessation of Service Approval by Warrumbungle Shire Council – Castlereagh Family Day Care Services

Division:	Executive Services
Management Area:	Governance
Author:	Manager Community Services – Dr Margaret Anderson
CSP Key Focus Area:	Community and Culture
Priority:	CC1 Opportunities and support mechanisms are developed to ensure that communities across the Shire attract and retain young people and families

Reason for Report

This report is to seek Council's consideration for the permanent cessation the delivery of Family Day Care Services by Warrumbungle Shire Council.

Gunnedah Family Day Care has successfully managed the administration of the delivery of Family Day Care Services within the Warrumbungle Shire Council (WSC) since Council suspended 29 March 2019 WSC's delivery of the service.

Before the suspension is due to expire, Council is required to contact the Department of Education to advise the Department of Council's decision.

Background

At the Extraordinary Council Meeting held on 4 January 2019 it was resolved (Res. 271/1819) that Council apply for a suspension of the service approval for Castlereagh Family Day Care for up to 12 months. Subsequently, the Secretary, Department of Education, in accordance with the Children (Education and Care Services) National Law, advised Council that they have approved the application for the period 29 March 2019 to 27 March 2020. Council then resolved to suspend the Castlereagh Family Day Care service by Warrumbungle Shire Council (Res. 373/1819) in accord with that approval.

Report

During the time of the suspension of Family Day Care Services by Warrumbungle Shire Council Gunnedah Family Day Care has successfully managed the administration of the small number of Home Based (Childcare) Family Day Care providers. This has been done with no financial or burden of risk in association with the provision of those services.

Financial Considerations

The Castlereagh Family Day Care service was operated prior to it's suspension on the intent of breakeven. However, for the 2017/18 full year of operation a deficit of \$37,700 was recorded. Additionally, there were other costs associated with its provision including bearing matters of the risks associated with the provision of

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Home Based (Childcare) Family Day Care that were not funded from revenues from that operational area.

Conclusion

That Council advises the Department of Education, in accordance with the Children (Education and Care Services) National Law that Warrumbungle Shire Council has resolved not to reapply for the recommencement of Family Day Care services on the ending of the suspension period 27 March 2020.

Attachments

Nil

RECOMMENDATION

That Council:

1. Note the report on the cessation of Homebased Family Day Care services by Warrumbungle Shire Council following the completion of the suspension period 27 March 2020, and
2. Advise the Department of Education, in accordance with the Children (Education and Care Services) National Law that Warrumbungle Shire Council will not be applying to recommence the provision of Family Day Care services.

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Item 18 Quarterly Budget Review Statement for the 2nd Quarter Ending 31 December 2019

Division:	Corporate and Community Services
Management Area:	Financial Services
Author:	Chief Financial Officer – Khurram Javed
CSP Key Focus Area:	Local Governance 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 present a summary of Council's financial position as at 31 December 2019 including information regarding the supplementary vote requests.

Summary

The 2nd Quarterly Budget Review Statement report (refer attachments) is to inform Council on major variations and recommend changes to the budget. Explanations for major variations are reported within the 2nd Quarterly Budget Review Statement. Also included is a list of supplementary votes for approval.

Background

Section 203 of the *Local Government (General) Regulation 2005* regarding budget review statements and revision of estimates states that:

- (1) *Not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.*
- (2) *A budget review statement must include or be accompanied by:*
 - (a) *a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and*
 - (b) *if that position is unsatisfactory, recommendations for remedial action.*
- (3) *A budget review statement must also include any information required by the Code to be included in such a statement.*

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The minimum requirements for the Quarterly Budget Review Statement are included in the Code of Accounting Practice and Financial Reporting.

The QBRS is composed of, but not limited to, the following budget review (BR) components:

- A statement by the responsible accounting officer on council's financial position at the end of the year based on the information in the Quarterly Business Review Statement (Part 2)
- Budget Review – Income and Expenses Statement in one of the following formats (Parts 3, 5 & 6):
 - consolidated;
 - by fund (eg. General Fund; Water Fund; Sewer Fund); or
 - by function, activity, program etc. to align with the management plan / operational plan.
- Budget Review – Capital Budget (Parts 7 and 8)
- Budget Review – Cash and Investments Position (Part 10)
- Budget Review – Key Performance Indicators (Part 12)
- Budget Review – Contracts and Other Expenses (Part 13)

The following important financial information has also been provided in addition to the information required as part of the Quarterly Budget Review Statement reporting framework:

- Balance Sheet as at 31 December 2019 (Part 9)
- A Loan Movement Schedule (Part 11)
- Status of relevant budget related outstanding Council Resolutions (Part 14)

Report

The 2nd Quarterly Budget Review Statement shows that Council's consolidated revised income budget for the 2019/20 financial year is \$44,136,939. Expenses from continuing operations are projected to be \$41,714,350. This results in a projected consolidated operating result from continuing operations of \$2,422,589 surplus as compared to a \$30,000 deficit estimated in the original budget. This is mainly due to provision of RFS related capital grants allocation, sale proceeds of share in Southern Phone Company Ltd and reduction in employees costs.

Council's 31 December 2019 year to date (YTD) actual result is \$3,620,481 surplus including Capital Grants and Contributions and a decrease in cash at bank of \$1,801,490 from \$17,737,721 to \$15,936,231.

The corresponding General Fund 2nd Quarterly Budget Review Statement figures are a revised income budget for the 2019/20 financial year of \$37,861,758. Expenses from continuing operations are projected to be \$35,928,222. This results in a projected General Fund operating surplus result from continuing operations of \$1,933,536.

Council's General Fund 31 December 2019 year to date (YTD) actual operating result is \$3,845,481 surplus (excluding Water & Sewer Fund) including Capital grants and Contributions of \$1,606,543 (General Fund budgeted Capital Expenditure is \$17,150,941).

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Council's projected unrestricted cash and investments balance is \$794,631 as at 31 December 2019.

Significant items to note from the QBRS include:

- User charges and fees are \$2.1m (24%) under the budget. The major areas are:
 - RMCC Charges (\$Nil received against 6 months pro-rata \$1.7m);
 - Quarry Revenues at 26% of the annual budget;
 - Water Supply Services User Charge at 44%;
 - Private Works - Section 67 (\$87k unfavourable) - due to low demand.
- Operational Grants and Contributions are lower than budgeted (by \$2.3m or 16%). Primarily due to:
 - FAGs grant – under budget by \$1.9m – mainly due to timing issues;
 - Roads to recovery funding – less than pro-rata \$100k
- Capital grant income is currently 11% less than the pro rata budget due to the following items - timing issue:
 - RFS Capital Grants (604k);
 - CCTV – Coonabarabran & Coolah Community Safety (\$47k);
 - Local Roads Re-sheeting – Capital Grant (\$375k);
 - Water Infrastructure - Capital Grant (\$60k);
 - Sewer Infrastructure - Capital Grant (\$155k);
- Building and Infrastructure Renewals Ratio – the year to date (YTD) ratio is 58.74%. A ratio of less than 100% is unsatisfactory; however, based on the 2019/20 renewal capital works program, it is envisaged that ratio will improve by year end.

Further information is provided in the 2nd Quarterly Budget Review Statement (*Attachment 1*).

Supplementary Vote Requests

Supplementary Vote requests have been received for the items outlined in Table 1.

The total supplementary vote requests is a reduction of expenditure of \$172,670 and an increase of revenue by \$837,755 with the net impact on the budget being an increase or positive impact of \$1,010,425.

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Table 1: Supplementary Vote Request Variations

Description	Revenue	Operational Expenditure	Capital Expenditure	Net Impact on Budget	Comments
General Fund					
Executive					
General Manager					
Governance	-	(34,500)	-	(34,500)	To cater for expenses relating to CentaCare (\$20k), Australia Day (\$8k), Internal Audit (\$3k) and LG Legal Compliance Database (\$3.5k)
HR Management	-	(8,500)	-	(8,500)	Budget reallocation from WH&S and Risk Management to cater for Contracted works and Sundry Expenses
WH&S And Risk Management	-	8,500	-	8,500	Budget reallocated to HR Management
Total General Manager	-	(34,500)	-	(34,500)	Negative Impact
Total Executive	-	(34,500)	-	(34,500)	Negative Impact
Technical Services					
Design Services					
Design Services Management	-	25,000	-	25,000	Savings in salaries and wages
Asset Management	-	25,000	-	25,000	Savings in salaries and wages
Road Safety Officer	(33,386)	85,000	-	51,614	Savings in casual wages offset by reduction in revenue
Total Design Services	(33,386)	135,000	-	101,614	Positive Impact
Fleet Services					
Fleet Services Management	(30,805)	-	-	(30,805)	Reduction in internal income - there has been position changes that had been budgeted for that now do not have lease back vehicles
Plant And Equipment	-	(25,000)	-	(25,000)	Cranes Inspections not allowed for
Depots	-	(7,311)	-	(7,311)	Depots cleanup
Total Fleet Services	(30,805)	(32,311)	-	(63,116)	Negative Impact
Road Operations					
Regional Roads M&R	40,000	-	(40,000)	-	Additional funding received for Regional-Widen-MR129 - Shoulder Rehab Ulamambri Interstction (WO 1988)
Local Roads M&R	-	(29,373)	-	(29,373)	
Total Road Operations	40,000	(29,373)	(40,000)	(29,373)	Positive Impact
Urban Services					
Horticulture	38,000	-	22,000	60,000	Baradine Skate & Activity Park construction (WO 1976) - \$38k additional funding received and capex budget adjustment

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Description	Revenue	Operational Expenditure	Capital Expenditure	Net Impact on Budget	Comments
Ovals	-	-	262,943	262,943	Budget adjustment for Baradine Oval Lighting Redevelopment (WO 2062) and Binnaway Oval Lighting Installation (WO2063)
Total Urban Services	38,000	-	22,000	60,000	Positive Impact
Total Tech Services	13,809	73,316	244,943	332,068	Positive Impact
Corporate And Community Services					
Children's And Community Services					
Yuluwirri Kids	22,444	-	(67,754)	(45,310)	\$22,444 - funding received for Yuluwirri Kids - Water bore, pump and 2 tanks (WO 2202). \$45,310 is for Yuluwirri Kids - Making our Playground Safe & Fun Project (WO 2186)
Childrens And Community Services Management	-	(34,210)	-	(34,210)	WO 2189 - Sustainability Business Model
Total Children's And Community Services	22,444	(34,210)	(67,754)	(79,520)	No Impact
Corporate Services					
Corporate Services Management	-	41,300	-	41,300	Salaries and wages budget reallocated to Finance
Communications And IT	-	-	-	-	
Finance	-	(50,425)	-	(50,425)	To cater for costs relating to salaries, assets revaluation, LG solutions, etc. including budget reallocation from Tech Services for 25% of assets revaluation cost amounting to \$9,125
Total Corporate Services	-	(9,125)	-	(9,125)	Negative Impact - allocation from Tech Services for 25% cost of assets revaluation
Total Corporate And Comm Services	22,444	(43,335)	(67,754)	(88,645)	Negative Impact
Other revenue					
Sale proceeds from Southern Phone Company Ltd.	801,502	-	-	801,502	\$786k already received and remaining \$16k expected to be received in Q3
Total other revenue	801,502	-	-	801,502	Positive Impact
Total General Fund	837,755	(4,519)	177,189	1,010,425	Positive Impact
Total Warrumbungle Shire Council	837,755	(4,519)	177,189	1,010,425	Positive Impact

Financial Considerations

The total amount of supplementary vote requests means:

- A reduction of \$172,670 in expenditure (net impact of increase in operating expenditure of \$4,519 and decrease in capital expenditure of \$177,189),
- An increase of revenue of \$837,755, and
- Therefore, a net impact on the budget being an increase or positive impact of \$1,010,425.

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Quarry

The Quarry is still of concern following the results in 2018/19 and this area is being reviewed by the Director of Technical Services and a further report is expected to Council's March meeting.

Progress on Capital and Operational Projects including Revotes from 2018/19

Part 8 of the attachment 1 (2nd Quarterly Budget Review (QBRS)) will include Operational Projects as at QBRS3.

Rates and Annual Charges

Council levies rates and annual charges on an annual basis commencing in the month of July. Council closely monitors the repayment of these rates and annual charges and measures its debt recovery performance for rates and annual charges through the use of the Rates and Annual Charges Outstanding Ratio.

A full report on the Council's Outstanding Rates and Charges including Debtors is planned for Council's March 2020 Council Meeting.

In line with Council's resolution 343/1819 dated 21 March 2019, implementation of the Unpaid Rates and Charges – Debt Recovery Process is in progress for a trial period of 12 months. This includes making two additional phone calls to debtors prior to any legal action commencing.

As per this process, Council sent two reminder letters to rate debtors owing over \$100 (1100 first round and 754 in the second round in January 2020 with a due date of 5 February 2020). The number of letters reduced due to either payment in full or an arrangement to pay in weekly/fortnightly instalments. Since the start of the process, 103 debtors have contacted Council stating they cannot pay until the drought breaks and this has been noted.

Therefore, 459 rate debtors (over \$300) amounting to \$1,390,185 have been referred to SR Law for them to pursue the outstanding amounts on their letterhead. Following the demand letter period being elapsed each remaining rate debtor will be followed up by a phone call by Council staff.

For Council's information, the Office of Local Government (OLG) recommends, via their accepted benchmarks, a ratio of less than 5% for Urban and Coastal Councils and less than 10% for Rural Councils.

Council's outstanding ratio as at 30 June 2019 was 10.22% which is slightly above the recommended benchmark.

Council's outstanding rates and annual charges for the last five (5) financial years is:

Year	Rates and Annual Charges Outstanding Ratio
2020	14.74%
2019	10.22%
2018	8.68%
2017	7.91%
2016	8.32%
2015	8.44%

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The outstanding rates and annual charges ratio as at 31 December 2019 is 14.74%. This is higher than the 10% benchmark recommended by the Office of Local Government mainly due to timing difference which is expected to be improved by year end.

The proportion of rates and annual charges outstanding related to residential properties is 66%. 19% of outstanding rates and annual charges relates to farmland and 15% to business.

Table 2 provides an overview of outstanding rates and annual charges, as at 31 December 2019, by rate and / or charge type.

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Table 2: Outstanding Rates and Annual Charges – By Rate and Charge Type

RATE/CHARGE TYPE	RATE ARREARS 2018/19	2019/20 LEVY	Pensioner Write off	Abandoned	Interest	Legal Fees	RATE ARREARS AND NET LEVY	Total Payments to date	Total Outstanding 2019/20	Collection % 2019/20	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	821,485	8,144,996	(155,522)	(7,632)	32,529	3,685	8,839,540	(4,361,223)	4,478,317	49.34%	1,116,121	12.63%
Water	344,845	1,887,515	(68,785)	(960)	10,664	-	2,173,280	(1,078,076)	1,095,204	49.61%	380,467	17.51%
Sewerage	183,693	1,448,844	(49,845)	-	6,071	-	1,588,762	(802,135)	786,627	50.49%	206,004	12.97%
Trade Waste	777	8,832	-	-	25	-	9,634	(6,030)	3,605	62.58%	795	8.25%
Storm Water	18,627	105,175	-	(300)	628	-	124,129	(62,710)	61,420	50.52%	20,100	16.19%
Garbage	385,470	2,122,484	(106,429)	(728)	11,623	-	2,412,420	(1,230,177)	1,182,243	50.99%	409,463	16.97%
TOTAL RATES AND ANNUAL CHARGES	1,754,898	13,717,845	(380,582)	(9,620)	61,540	3,685	15,147,767	(7,540,350)	7,607,416	49.78%	2,132,950	14.08%
Sewerage Access (Water Billing)	152,655	276,714	-	(214)	2,058	-	431,213	(164,247)	266,966	38.09%	62,284	14.44%
Water Consumption	713,783	1,433,811	-	2,515	17,006	(1)	2,167,114	(729,949)	1,437,165	33.68%	435,978	20.12%
Sewer Consumption	35,614	95,038	-	183	300	-	131,135	(59,437)	71,698	45.33%	11,058	8.43%
Trade Waste Usage	12,851	40,391	-	286	57	-	53,585	(28,849)	24,736	53.84%	565	1.05%
TOTAL WATER SUPPLY SERVICES	914,903	1,845,954	-	2,770	19,421	(1)	2,783,047	(982,482)	1,800,565	35.30%	509,885	18.32%
GRAND TOTAL	2,669,800	15,563,800	(380,581)	(6,850)	80,961	3,684	17,930,814	(8,522,833)	9,407,981	47.53%	2,642,835	14.74%

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Options

Council can choose to:

1. Accept the Quarterly Budget Review Statement (QBRs) and:
 - (a) approve all supplementary votes requested; or
 - (b) select projects from the supplementary votes and approve a lower amount; or
 - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2019/20; or
2. Accept the Quarterly Budget Review Statement (QBRs) subject to changes and:
 - (a) approve all supplementary votes requested; or
 - (b) select projects from the supplementary votes and approve a lower amount; or
 - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2019/20; or
3. Not accept the Quarterly Budget Review Statement (QBRs) and:
 - (a) reject the whole amount requested; or
 - (b) select projects from the requested supplementary votes and approve a lower supplementary vote amount; or
 - (c) approve the supplementary votes requested and postpone selected current year projects to reduce the capital works program for 2019/20.

Statement by Responsible Accounting Officer

The following statement is made in accordance with clause 203(2) of the *Local Government (General) Regulation 2005*.

It is my opinion that the Quarterly Budget Review Statement for Warrumbungle Shire Council for the quarter indicates that Council's financial position as at 31 December 2019 is satisfactory having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Responsible Accounting Officer

Attachments

1. 2nd Quarterly Budget Review Statement

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RECOMMENDATION

That Council:

1. Accept the second quarter Quarterly Budget Review Statement for the 2019/20 financial year, as presented;
2. Approve the variations as described in Table 1; and
3. Note and accept the information provided on the status of the rates and annual charges for the period ending 31 December 2019.

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Item 19 Investments and Term Deposits – month ending 31 December 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, \$1,000,000.00 of term deposits matured, earning Council a total of \$11,568.22 in Interest.

In December, there were no new placements made to term deposits:

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

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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 \$2,260.83 interest was received on the balances in the accounts and net transfers of -\$127,375.63 were made from these accounts resulting in a month end balance of \$2,358,821.80.

Income Return

The average rate of return on Investments for the month was 1.56% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 0.92% by 69 points.

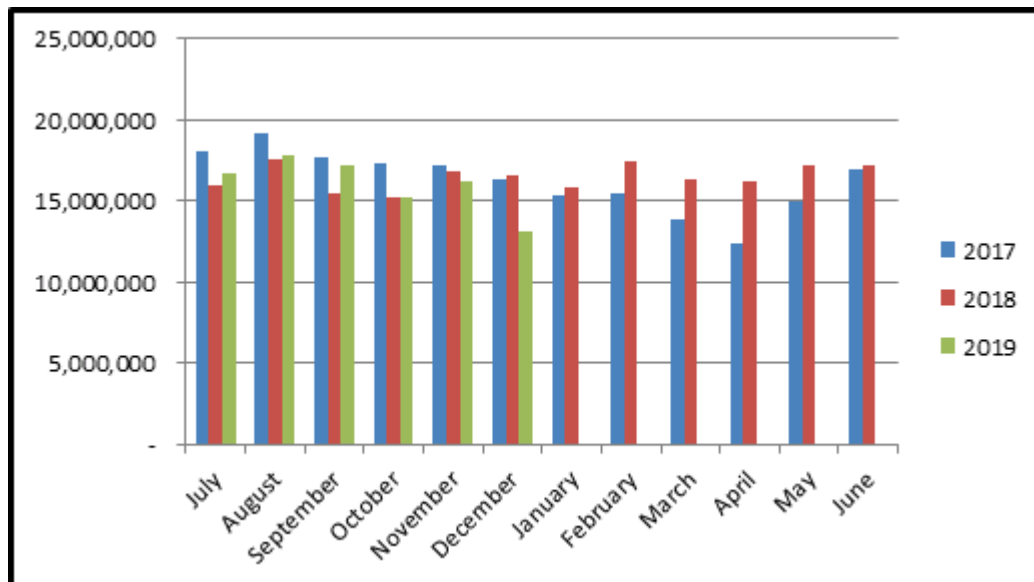
Council's full year projected budget for 2019/20 for interest is \$301,529.00. At the end of December the amount of interest received and accrued should approximate 50.00% of the total year budget, ie. \$150,764.50. On a year to date basis, interest received and accrued totals \$166,000.68 which is 55.05% 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 December 2019, Council had a 'cash at bank balance' of \$925,522.87.

Graph by Month Investments



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Table 1: Investment Balances – 31 December 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%	156,303.52
ANZ		At Call	at call	ADI	ADI	0.75%	6,889.81
Regional Australia Bank		At Call	at call	LMG	LMG	0.60%	1,545.96
T Corp IM Cash Fund		At Call	at call	P	P	1.24%	1,666,933.85
CBA At Call		At Call	at call	ADI	ADI	0.70%	526,794.14
Sub-Total							2,358,821.80
Term Deposits							
NAB	26-Jun-19	03-Jan-20	191	ADI	ADI	1.98%	1,000,000
AMP	24-Jul-19	16-Jan-20	176	UMG	LMG	2.20%	1,000,000
AMP	26-Aug-19	18-Feb-20	176	UMG	LMG	2.00%	1,000,000
NAB	27-Sep-19	10-Mar-20	165	ADI	ADI	1.70%	1,000,000
NAB	27-Sep-19	24-Mar-20	179	ADI	ADI	1.70%	1,000,000
NAB	27-Sep-19	01-Apr-20	187	ADI	ADI	1.70%	1,000,000
CBA	15-Oct-19	14-Apr-20	182	ADI	ADI	1.45%	1,200,000
NAB	15-Oct-19	23-Apr-20	191	ADI	ADI	1.60%	800,000
CBA	29-Oct-19	07-May-20	191	ADI	ADI	1.42%	1,000,000
ANZ	19-Nov-19	25-May-20	188	ADI	ADI	1.43%	1,000,000
ANZ	28-Nov-19	28-May-20	182	ADI	ADI	1.41%	1,000,000
ANZ	29-Nov-19	09-Jun-20	193	ADI	ADI	1.40%	1,000,000
Sub-Total							12,000,000.00
Total							14,358,821.80

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Credit Rating Legend

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

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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	283,664.15		(127,360.63)	156,303.52
ANZ	6,904.11	0.70	(15.00)	6,889.81
Regional Australia	1,545.96			1,545.96
T Corp IM Cash	1,665,602.92	1,330.93		1,666,933.85
CBA At Call	525,864.94	929.20		526,794.14
Total at call	2,483,936.60	2,260.83	(127,375.63)	2,358,821.80
CBA	1,000,000.00	11,568.22	(1,011,568.22)	
NAB	1,000,000.00			1,000,000.00
AMP	1,000,000.00			1,000,000.00
AMP	1,000,000.00			1,000,000.00
NAB	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	1,200,000.00			1,200,000.00
NAB	800,000.00			800,000.00
CBA	1,000,000.00			1,000,000.00
ANZ	1,000,000.00			1,000,000.00
ANZ	1,000,000.00			1,000,000.00
ANZ	1,000,000.00			1,000,000.00
Total Term Deposits	13,000,000.00	11,568.22	(1,011,568.22)	12,000,000.00
Total	15,483,936.60	13,829.05	(1,138,943.85)	14,358,821.80

Compliance with Council's Investment Policy

Reported to the September Council meeting were details concerning the downgrade of the AMP investments from Upper Medium Grade (UMG) to Lower Medium Grade (LMG) in August 2019.

In accordance with Council's Investment Policy, as the remaining AMP investments become due, they will be moved to another approved financial institution.

At the end of December NAB overall exposure was non compliant with a percentage of 1.19% (34.52% against 33.33%) due to reduction in overall balance by \$1.1m mainly because extra cash needed for payments and Christmas break. NAB will become compliant in early January 2020 when one of the Term Deposits held with them matures.

The table below provides compliance status against the Investment Policy:

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Institution	Credit Rating	Investment \$	Actual Exposure	Max. Limit per Policy	Compliance status
Tcorp	Prime	1,666,933.85	11.61%	33.30%	Compliant
	Total Prime	1,666,933.85	11.61%	100.00%	Compliant
ANZ	ADI	3,006,889.81	20.94%	33.30%	Compliant
CBA	ADI	2,726,794.14	18.99%	33.30%	Compliant
NAB	ADI	4,956,658.04	34.52%	33.30%	Non-compliant, till 3/1/20
WBC	ADI	-	0.00%	33.30%	Compliant
	Total ADI	10,690,341.99	74.45%	100.00%	Compliant
AMP	LMG	2,000,000.00	13.93%	10.00%	Non-compliant, see above
BOQ	LMG	-	0.00%	10.00%	Compliant
RAB	LMG	1,545.96	0.01%	10.00%	Compliant
	Total LMG	2,001,545.96	13.94%	10.00%	Non-compliant, see above
	Grant Total	14,358,821.80	100.00%		

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 December 2019 including a total balance of \$15,292,861.67 being:

- \$2,358,821.80 in at call accounts
- \$12,000,000.00 in term deposits
- \$925,522.87 cash at bank

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Item 20 Investments and Term Deposits – month ending 31 January 2020

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 \$20,969.32 in Interest.

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

- \$1,500,000.00 with MAQ at a rate of 1.45%

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The balance of the term deposits at the end of the month was \$11,500,000.00.

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 \$1,848.05 interest was received on the balances in the accounts and net transfers of -\$34,204.64 were made from these accounts resulting in a month end balance of \$2,326,465.21.

Income Return

The average rate of return on Investments for the month was 1.48% exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 0.88% by 68 points.

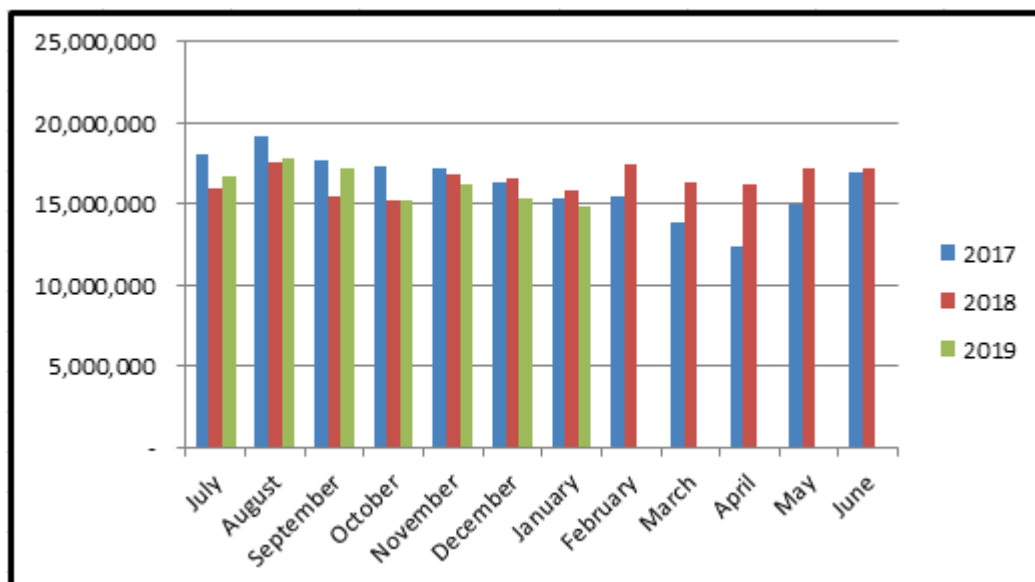
Council's full year projected budget for 2019/20 for interest is \$301,529.00. At the end of January the amount of interest received and accrued should approximate 58.33% of the total year budget, ie. \$175,891.92. On a year to date basis, interest received and accrued totals \$174,966.95 which is 58.03% 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 January 2020, Council had a 'cash at bank balance' of \$971,776.50.

Graph by Month Investments



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Table 1: Investment Balances – 31 January 2020

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%	122,113.88
ANZ		At Call	at call	ADI	ADI	0.75%	6,875.47
Regional Australia Bank		At Call	at call	LMG	LMG	0.60%	1,545.96
T Corp IM Cash Fund		At Call	at call	P	P	1.25%	1,668,781.24
CBA At Call		At Call	at call	ADI	ADI	0.70%	526,794.14
Sub-Total							2,326,465.21
Term Deposits							
AMP	26-Aug-19	18-Feb-20	176	UMG	LMG	2.00%	1,000,000
NAB	27-Sep-19	10-Mar-20	165	ADI	ADI	1.70%	1,000,000
NAB	27-Sep-19	24-Mar-20	179	ADI	ADI	1.70%	1,000,000
NAB	27-Sep-19	01-Apr-20	187	ADI	ADI	1.70%	1,000,000
CBA	15-Oct-19	14-Apr-20	182	ADI	ADI	1.45%	1,200,000
NAB	15-Oct-19	23-Apr-20	191	ADI	ADI	1.60%	800,000
CBA	29-Oct-19	07-May-20	191	ADI	ADI	1.42%	1,000,000
ANZ	19-Nov-19	25-May-20	188	ADI	ADI	1.43%	1,000,000
ANZ	28-Nov-19	28-May-20	182	ADI	ADI	1.41%	1,000,000
ANZ	29-Nov-19	09-Jun-20	193	ADI	ADI	1.40%	1,000,000
MAQ	30-Jan-20	17-Jul-20	169	UMG	UMG	1.45%	1,500,000
Sub-Total							11,500,000
Total							13,826,465.21

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Credit Rating Legend

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

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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	156,303.52	-	(34,189.64)	122,113.88
ANZ	6,889.81	0.66	(15.00)	6,875.47
Regional Australia	1,545.96	-	-	1,545.96
T Corp IM Cash	1,666,933.85	1,847.39	-	1,668,781.24
CBA At Call	526,794.14	-	-	526,794.14
Total at call	2,358,821.80	1,848.05	(34,204.64)	2,326,465.21
NAB	1,000,000.00	10,361.10	(1,010,361.10)	-
AMP	1,000,000.00	10,608.22	(1,010,608.22)	-
AMP	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
NAB	1,000,000.00		-	1,000,000.00
CBA	1,200,000.00		-	1,200,000.00
NAB	800,000.00		-	800,000.00
CBA	1,000,000.00		-	1,000,000.00
ANZ	1,000,000.00		-	1,000,000.00
ANZ	1,000,000.00		-	1,000,000.00
ANZ	1,000,000.00		-	1,000,000.00
MAQ	0.00		1,500,000.00	1,500,000.00
Total Term	12,000,000.00	20,969.32	(520,969.32)	11,500,000.0
Total	14,358,821.80	22,817.37	(555,173.96)	13,826,465.2

Compliance with Council's Investment Policy

Council's Investment portfolio is 100% compliant.

The table below provides compliance status against the Investment Policy:

Institution	Credit Rating	Investment \$	Actual Exposure	Max. Limit per Policy	Compliance status
Tcorp	Prime	1,668,781.24	12.07%	33.30%	Compliant
	Total Prime	1,668,781.24	12.07%	100.00%	Compliant
ANZ	ADI	3,006,875.47	21.75%	33.30%	Compliant
CBA	ADI	2,726,794.14	19.72%	33.30%	Compliant
NAB	ADI	3,922,468.40	28.37%	33.30%	Compliant
	Total ADI	9,656,138.01	69.84%	100.00%	Compliant
MAQ	UMG	1,500,000.00	10.85%	33.30%	Compliant
	Total UMG	1,500,000.00	10.85%	100.00%	Compliant
AMP	LMG	1,000,000.00	7.23%	10.00%	Compliant
RAB	LMG	1,545.96	0.01%	10.00%	Compliant
	Total LMG	1,001,545.96	7.24%	10.00%	Compliant
	Grant Total	13,826,465.21	100.00%		

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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 January 2020 including a total balance of \$14,798,241.71 being:

- \$2,326,465.21 in at call accounts
- \$11,500,000.00 in term deposits
- \$971,776.50 cash at bank

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Item 21 Houses Owned by Council

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI5 Council manages its assets and infrastructure to meet the agreed service levels.

Reason for Report

To review the financial performance of Council's stock of houses.

Background

Council owns eight (8) residential houses in Coolah and one (1) in Coonabarabran. A detailed financial report was presented to a Council workshop on the 12 December 2019. A copy of that report is attached.

Issues

The following is a dot point summary of that report:

- The purpose of Council owning houses is to attract staff and make it easier for them to relocate to the Shire.
- The occupancy rate across all houses is rarely 100% and currently sits at 62%.
- One of the houses is rented by Coolah Hospital and enjoys 100% occupancy rate, although a review of rental charge appears to be warranted.
- The rent received from some of the houses exceeds annual operating expenses, including depreciation. However the total operating expenses of all the houses exceeds total rental income.

Options

Council has the option of selling some or all of the houses. There is a need though for staff housing in Coolah and Council may wish to determine which houses should be sold. Another option, which was discussed at the workshop on the 12 December 2019, is to sell houses that require painting and renovation. The timeframe for selling a Council house that is currently occupied will be subject to the terms and conditions of the rental agreement.

Council also has the option of leasing some or all of the houses through a local agent. The occupancy rate is more likely to be 100% if the houses are leased through an agent, however the houses may not be available for the purpose of attracting new employees to the Shire.

Financial Considerations

The average annual nett operating cost in the three years to June 2019 for Council's housing stock is \$12,670. The annual depreciation expense is around \$63,000. The

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income and expenditure details for individual houses are provided in the attached report.

Attachments

1. DEDS Council Housing Report – 12 December 2019
2. Council Residential Property Policy

RECOMMENDATION

That:

1. The following Council owned houses be placed on the market for sale:
 - No 4 Irwin Street, Coolah
 - No 84 Martin Street, Coolah
2. Council's General Manager be authorised to negotiate the sale and accept offers for these properties.
3. The Council seal be affixed to any relevant documentation.
4. Council amend the 'Council Residential Property Policy' to reflect the above.

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Item 22 Regional Freight Network – Road Map

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	P13 Road networks throughout the shire need to be safe, well maintained, and adequately funded.

Reason for Report

To receive information on work done to date by two State Government Departments and Orana Joint Organisation on a road Regional Freight Network.

Background

Council is a member of the Freight & Transport Sub Committee of the Orana Joint Organisation (JO). The Sub Committee is working with NSW Department of Planning & Environment (DPE) and Transport for NSW on developing a key freight network for the region. The regional freight network developed by Orana JO will be incorporated with the Central West Orana Regional Plan being developed by the two government departments.

Issues

The review of existing and emerging freight networks focused on the network of Regional Roads, also known as classified roads, and on the local rural road network. The State Road network is already considered to include important freight routes.

A map showing the roads within Warrumbungle Shire that are included in the Regional Freight Network (RFN) is provided in the attachments. The map indicates that all existing Regional Roads within Warrumbungle Shire are included in the RFN, with the exception of Gwabegar Road, Vinegaroy Road, Timor Road and Warrumbungles Way. An objection has been raised with the DPE regarding the exclusion of Gwabegar Road from the RFN.

The map indicates that Tooraweenah Road, which is a local rural road, will be included on the RFN as will the full length of Forest Road between Mendooran and Dubbo.

Once developed the map may be used by Council to prioritise the delivery of future freight network improvement projects.

Options

The criteria for including roads in the RFN include current freight volumes, expected future freight volumes and connections with roads in adjoining Local Government Areas. While there may be other roads within Warrumbungle that carry freight they must be able to demonstrate sufficient volume and linkage with adjoining LGAs.

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Financial Considerations

The development of a Regional Freight Network through the Orana JO has no budgetary implications.

Attachments

1. Draft Western Regional Freight Network (RFN) Road Map

RECOMMENDATION

That the Regional Freight Network developed by the Department of Planning & Environment, Transport for NSW and the Orana Joint Organisation Sub Committee be noted as information.

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Item 23 Home for Coolah Historical Society and Coolah Men's Shed

Division:	Technical Services
Management Area:	Technical Services Management
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI5 Council manages its assets and infrastructure to meet the agreed service levels.

Reason for Report

Two volunteer groups in Coolah want to lease the VRA shed in Campbell Street and a resolution on the requests is being sought from Council.

Background

Currently the Coolah Volunteer Rescue Association occupies a shed on Council owned land in Campbell Street, Coolah (referred to in this report as the old VRA shed). The shed is on the same lot as Council's works depot. The size of the shed is just big enough to house a truck, a ute and an office, there is not enough room for a work bench or storage of large equipment. A new shed for the VRA is being constructed alongside the RFS building on land owned by Council in Booyamurra Street. The new VRA shed is expected to be completed by the end of March 2020.

The Coolah & District Historical Society is seeking an agreement with Council to occupy the shed in Campbell Street, when it is vacated by the VRA. The Society has already moved filing cabinets containing historical information into the office area of the shed. The Society is an incorporated organisation, however they have no public liability insurance. The society has a goal to develop the old VRA shed into a museum that not only displays historical records but also contains displays of old equipment and memorabilia.

The Coolah Men's Shed has also approached Council to occupy the Campbell Street shed when it is vacated by the VRA. Currently the Coolah Men's Shed occupies a section of Council's depot that faces Martin Street. The occupation is under a licence agreement with Council that was created in 2015. The licence agreement is renewable every 12 months, subject to application by Coolah Men's Shed. The site comprises a small office, an even smaller store room, a small compound area and a small domestic style garden shed. The site has no shed capable of housing large machinery items such as drill presses, lathes or work benches and in this regard the site seems unsuitable for activities typically undertaken in a Men's Shed.

Issues

The occupation of the Campbell Street shed, when vacated by the Coolah VRA, by either the Historical Society or the Men's Shed is a change of use and approval through the Development Application process will be necessary.

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The Campbell Street shed was built to house trucks and equipment associated with the VRA, it was not built to house and display historical documents and artefacts. There will be significant demand on Council to upgrade the building to make it suitable for use by the Coolah Historical Society, for example there will be a need to make it resilient to dust ingress.

The Campbell Street shed does appear to suit the needs of the Coolah Men's Shed, although there is no formal confirmation from the Men's Shed that this is the case and that the group would not require upgrades to the site.

Options

Council has a number of options in response to requests by the Coolah Historical Society and the Coolah Men's Shed to occupy the old VRA shed in Campbell Street. The options include choosing between the two groups as to who is offered a lease agreement for the site, not making any immediate decision, working with either group to find another site owned by Council, offering one of Council's houses to the Historical Society, brokering an agreement with owners of the Coolah Youth & Community Centre to allow one of the groups to occupy a section of that property.

Council also has the option of not doing anything with the old VRA shed and the option also exists to call for expressions of interest from other groups in Coolah and the district who may want to utilise the shed.

The old VRA shed as a structure does not appear to meet standards required to house historical records and documents. There may be other buildings in Coolah more suited to the current and future needs of the Coolah Historical Society.

Given that the VRA shed in Campbell Street is on the same lot as the Council depot, it is not possible to sell the shed unless the site is subdivided. The shed is not required for Council operations.

Council may also determine not to make a decision on the requests and ask the Historical Society to vacate the VRA building in Campbell Street. Council may also allow the Historical Society to occupy the office area only, subject to the Group obtaining public liability insurance.

Financial Considerations

There are no immediate impacts on Council's budget in relation to granting a licence agreement for either the Historical Society or the Men's Shed to occupy the old VRA shed in Campbell Street, Coolah. However, should the Historical Society occupy the site there is likely to be ongoing demand to make improvements to the building.

Attachments

Nil

RECOMMENDATION

That:

1. The Coolah Men's Shed is given access to the old VRA shed in Campbell Street, Coolah subject to the following conditions:
 - a. Written confirmation from the Coolah Men's Shed that the site is suitable for their needs.

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- b. A change of use Development Application is submitted and paid for by the Coolah Men's Shed.
 - c. A lease agreement is in place before the site is occupied by the Coolah Men's Shed. Occupation of the site will not take place until the VRA has vacated the site.
 - d. The Coolah Men's Shed is responsible for legal costs associated with preparing the lease agreement. The rental fee is \$1.00 per year.
 - e. The Coolah Men's Shed as tenant is responsible for all utility charges, maintenance expenses and building improvements associated with the old VRA building in Campbell Street, Coolah.
 - f. The period of lease is for 5 years renewable for another 5 years upon application to Council.
2. The Coolah & District Historical Society is required to vacate the old VRA building in Campbell Street, Coolah within six months.

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Item 24 Coonabarabran Emergency Water Supply Project – January 2020 Update

Division:	Development and Environmental 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 February 2020.

Issues

1. Timor Dam Level

The water level in Timor Dam is at 15.6%. This is a decrease of 2.1% compared to the last report in December 2019. Hot weather and little remaining storage has accelerated evaporation; in January some water was also used to aid fire fighting.

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. Supply

Council has been drawing its town water supply from the eleven (11) bores.

Water from Poundyard Weir in Castlereagh River is not used due to not enough water being available in the weir pond. To increase the capacity at the Weir, it is intended to be de-weeded and de-silted, pending approval from NSW Fisheries.

Siding Springs Observatory and non-potable water users along Timor Road are being supplied through the Timor Dam (No 12) and Bart Bok bores (No 11).

3. Demand, High Users and Water Saving Advice

The average daily consumption for Coonabarabran in December was 1,238 kL/day, which is a significant increase of 234 kL/day since November; in January 2020 the usage was 1,256 kL/day, which is a further increase of 18 kL/day since December.

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Consumption spikes can be observed for Wednesdays which is one of the dedicated garden watering days.

The November 2019 water meter read identified 31 new residential high use property owners, who are being issued with high-use letters. 6 business property owners increased their consumption by more than 20% since the August read – they are also being issued with high-use letters. Thank you letters are being prepared to 22 property owners at whose properties consumption reduced over the last quarter after having received a high-use letter following the August read; 49 owners had received high use letters then.

10 repeat high use properties were identified after the November 2019 read. 8 of those have reduced their consumption since the August read – on average by 32%, 2 have increased it. Therefore, only 2 repeat-high-use letters will be issued now; the remaining 8 will be re-assessed after the results from the current February 2020 read are known. Reason for this is that there were only 3 weeks between issue of the high-use letters and start of the November read.

To actively promote water saving advice, leaflets to all households were distributed in December 2019 containing useful tips and advertising the opportunity to pick up free shower timers from Council's Coonabarabran office (one per household). Some residents have taken advantage of this offer.

4. Standpipe Usage

Between 29 November 2019 and 4 February 2020 a total of 557 kL were taken from the Coonabarabran standpipe. This amounts to an average of 8.3 kL/day, representing a decrease of 1,300 L/day compared to the last report in December 2019.

5. 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. The target daily consumption under level 4 restrictions is 200 L/person for domestic users.

In the months of December and January, the average daily usage per person in Coonabarabran was 492 L, based on the 2016 Census population of 2,537 and the total filtered water produced at the Water Treatment Plant. This simplified calculation of a per-person use does not account for higher uses by businesses; however it has increased by almost 100 L/person/day since the last report in December.

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	Castlereagh (below	In-river dam (1,140 ML),	Timor Dam, Castlereagh

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	Binnaway Water Source (Castlereagh River – Timor Dam to Pound Yard Weir Management Zone)	Binnaway Unregulated and Alluvial Water Sources)	Pound Yard Weir	River
50	Southern Recharge Groundwater Source	Great Artesian Basin Groundwater Source	Artesian bores	Coonabarabran (all bores)

In FY19/20 199 ML of groundwater has been extracted as at 30 January 2020.

7. Hydrogeological Study for Groundwater Bores

The Groundwater Management Plan expected to be received late last year is still outstanding due to unavailability of the hydrogeologist.

The development of this Plan has considered: pumping durations, discharge rates, production volumes, drawdown data, any bore interferences, raw water quality data. It will include/result in: review of field operational data and any environmental issues, refinement of pumping rates, determination of trigger levels for each bore and action plans for any operational issues.

Its finalisation will enable Council to apply for a Specific Purpose Access Licence of increased allocation (compared to current entitlement) with NRAR – the application will be assessed by DPIE against the relevant Water Sharing Plan.

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*.

The consultant advised in January that task 4a was still at 80% complete. Reason for this lack in progress since October was that priority was put on two other projects that were added to the Health support project upon Council request: the Baradine WTP Filter Inspection and the Baradine WTP Capacity and Capability Assessment.

Status upgrade on the fluoridation focussed part of the project: the consultant is in contact with suppliers of fluoridation units to develop the new dual tank system. This includes the development of process and instrumentation diagrams (P&IDs), site layout, dosing room general arrangement and control philosophy.

Next steps: consultancy internal workshop late February to work developed outputs into a design; workshop with Health, Council and consultant in early March to present/discuss.

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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.

Financial Considerations

A quote was received to remove vegetation and desilt Poundyard Weir; it amounted to \$80,575 ex GST. A supplementary vote to the second Quarterly Budget Review will be lodged for Council’s consideration to fund this amount.

Attachments

Nil

RECOMMENDATION

That Council:

1. Notes the January 2020 Update Report on the Coonabarabran Emergency Water Supply Project.
2. Subject to receiving necessary approvals from NSW Fisheries proceeds with removing vegetation and de-silting Poundyard Weir.
3. Authorises the additional expenditure estimated to be \$80,575 subject to identifying equivalent savings with the next Quarterly Budget Review.

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Item 25 Coonabarabran Groundwater Pipeline

Division:	Environment and Development Services
Management Area:	Warrumbungle Water
Author:	Manager Warrumbungle Water – Cornelia Wiebels
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI7 appropriate planning is needed to ensure the ongoing security of energy and clean water supplies to communities within the shire

Reason for Report

To accept the funding offered through the NSW Government Drought Stimulus Package for the Design and Construction of a pipeline connecting the furthest bore at Timor Road to the Coonabarabran Water Treatment Plant (WTP).

Background

The current drought saw Coonabarabran's water supply threatened by the depletion of surface water stored in Timor Dam.

To alleviate the threat and continue to supply town water, seven (7) additional back-up bores were commissioned in Coonabarabran in 2018/19 to supplement the surface water supply and existing back-up bores. The new bores were installed adjacent to existing infrastructure, increasing the total number of groundwater bores in Coonabarabran from four (4) to eleven (11). The new bores were:

- One (1) in town; it feeds into the well adjacent to Poundyard Weir alongside three (3) existing bores.
- One (1) at the WTP; in the vicinity of one (1) existing bore.
- Four (4) along Timor Road adjacent to the gravity feed main from Timor Dam and
- One (1) at Timor Dam. This was installed last after the fifth test bore along Timor Road had failed to meet requirements to proceed to a production bore.

Issues

The four (4) bores along Timor Road are currently connected to the gravity feed main between Timor Dam and the WTP, previously dedicated to surface water only.

To increase drought security, enable flexibility in supply from surface water and groundwater sources, facilitate effective supply to upstream of the WTP and to improve WTP operation; funding was applied for through the Safe and Secure Water Program (SSWP) to construct a dedicated groundwater pipeline between Bart Bok (furthest bore along Timor Road) and the WTP.

The intended pipeline is 8.05km in length and 200mm in diameter. Initially, the Council funding application was rejected by the Department of Planning, Industry and

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Environment (DPIE) - Water through the SSWP, however funding was then offered through the State Government Drought Stimulus Package.

Documentation has already been prepared and comprises of concept design drawings, preliminary environmental assessment and a Gantt chart/project plan.

Options

Council can either accept the offered funding, or choose not to accept the funding.

Financial Considerations

To install the seven new bores the State Government provided \$1.7M in funding, and Council provided \$0.325M.

Current funding offered to construct the new pipeline is 100% of \$2.2M to design and construct. The tender process will confirm accuracy of concept design cost estimates.

Attachments

Nil

RECOMMENDATION

That Council

1. Notes this report on the Coonabarabran groundwater pipeline.
2. Accepts the offered funding of \$2.2M under the NSW Drought Stimulus Package to design and construct the groundwater pipeline and signs the relevant funding agreement.

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Item 26 Coolah Water Supply New Bore Access Licence

Division:	Development and Environmental 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 finalise the authorisation to extract water from the newly installed bore to supply Coolah with a backup for town water supply.

Background

A backup bore was installed in Coolah to supplement town water supply if necessary in times of drought. This new bore accesses the Sydney Basin Murray Darling Basin Groundwater Source, which is covered in the NSW Murray Darling Basin Porous Rock Groundwater Source Water Sharing Plan (WSP).

The Water Access Licence (WAL) 80AL725265 has been granted for the new bore; with the share component being 155 per annum. This means Council has been granted a licence for 155 ML per annum (as 1 share equals 1ML).

The licence is subject to the standard conditions relating to a WAL and covers the broad topics of taking of water, monitoring and recording and reporting. An additional condition has been included that states:

The maximum water allocation that may be carried over in the water allocation account for this access licence from one water year to the next is either:

- (A) 25 % of the access licence share component for access licences with share components expressed as ML/year; or*
- (B) 0.25 ML per unit share of access licence share component for access licences with share components expressed as a number of unit shares.*

A copy of the licence has been included as Attachment 1.

To finalise the approval process however, the dealings are required to be registered with Land Registry Services (LRS).

LRS informed Council at the time that the Seal of Council was required on the registration application.

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Issues

Lodgement is required by 6 March 2020.

Financial considerations

Dealings lodgement cost is \$287.

Attachments

1. Attachment 1 – Notice of Decision – New Water Access Licence

RECOMMENDATION

That Council authorises the affixing of the Council seal on the relevant forms to enable the Water Access Licence (80AL725265) to be registered with Land Registry Services.

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Item 27 Mendooran Water Supply - Connect Old River Pumping Station

Division:	Development and Environmental Services
Management Area:	Warrumbungle Water
Author:	Manager Warrumbungle Water – Cornelia Wiebels
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI7 appropriate planning is needed to ensure the ongoing security of energy and clean water supplies to communities within the shire

Reason for Report

To seek approval for a re-allocation of funding within the Mendooran Emergency Water Supply Projects and to give delegation to the General Manager to select a supplier for the installation and integration of the new electrical control cabinet at the old Mendooran river pumping station (RPS).

Background

The ongoing drought saw Mendooran's water supply threatened due to firstly, the unavailability of source water at its main intake at Castlereagh River and secondly, the inability to use the back-up bores as algae outbreaks in the water treatment plant (WTP) sedimentation lagoons threatened the supply water safety.

Following Council resolution 280/1819 Drought Relief Funding was applied for and granted to:

- a) connect the old RPS to the Mendooran WTP as additional back-up, and
- b) install water carting infrastructure.

Part of a) above included – in addition to a raw water pipework connection between the old RPS and the WTP – the supply of a new/spare river pump, the design and installation of a new electrical cabinet at the old RPS as the current one does not meet WHS standards, the installation of variable speed drives (VSDs) to control the pumps, and an integration of the old RPS into the WTP control. The latter is essential to ensure accurate chemical dosing and to minimise operational expenditure.

For part a), the relevant pipework has been installed and connected, the spare pump purchased, the electrical cabinet designed, one quote received for the installation and integration of the same and a further two quotes sought.

For part b) – after further consideration following the funding application – it was found that the installation of additional water carting infrastructure is not required. Instead the clear water tank can be used to receive the carted and already treated water; its capacity is big enough to hold two days worth of water during carting

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conditions/severe restrictions; re-chlorination of the carted water can also occur in that tank.

Issues

The received quote for installing and integrating the new control cabinet exceeds the funding remaining for works assigned to part a) above.

The received quote exceeds the delegation of the General Manager and therefore would incur delays if Council proceeds to tender. This would further delay the installation of the electrical cabinet.

This summer saw water supply cease in the current RPS and algae problems prevent the use of back-up bores. On this basis, Council has had a strong reliance on the old RPS, and it has already been used to maintain town water supply despite the associated issues with WHS standards of current control cabinet and manual operation of WTP processes.

Options

With approval from the Department of Industry, Planning and Environment (DPIE) - Water funding originally allocated to part b) above can be used to substitute the funding allocated to part a).

Giving delegation to the General Manager to select a supplier for the installation and integration of the new control cabinet will enable quicker realisation of this project decreasing WHS and water supply risks for the town.

Financial Considerations

Funding allocated was:

- a) Connect old RPS – \$231,000 incl. 75% drought funding; remaining funds - \$140,250.
- b) Water carting infrastructure – \$55,000 incl. 75% drought funding; remaining funds - \$54,950.

The quote received to complete works under part a) amounts to \$184,650. Further quotes will be sought before a contractor is selected.

All cost amounts given are ex GST.

In accordance with the Local Government Act 1993, clause 55 relating to tendering outlines that expenditure up to \$250,000 does not need to go to tender.

Council has delegated authority for the General Manager to expend up to \$150,000, however the approximate expenditure on this project is expected to exceed this delegation.

On this occasion, Council can resolve to delegate authority to the General Manager to authorise purchases up to \$250,000 to enable the works to proceed.

Attachments

Nil

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RECOMMENDATION

That Council

1. Notes this report on the Mendooran Water Supply - Connect Old River Pumping Station
2. Re-allocates the remaining funds under 'Mendooran Install Water Carting Infrastructure' to be used for the installation and integration of the new control cabinet at the old Mendooran River Pumping Station.
3. Provides delegation to the General Manager to select a contractor, up to the value of \$250,000, for the installation and integration of the new control cabinet at the old Mendooran River Pumping Station.
4. Only proceeds with the installation and integration of the new control cabinet if DPIE approves of the re-allocation of funding.

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Item 28 Draft Charitable Donations Policy

Division:	Environment and Development Services
Management Area:	Economic Development and Tourism
Authors:	Manager Economic Development and Tourism – Jo Houghton
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's formal adoption of the Charitable Donations Policy for the collection of funds for local "not for profit" organisations throughout Warrumbungle Shire offices.

Background

Council currently does not have a Charitable Donations policy. Council recognises the importance and need for fundraising activities within Warrumbungle Shire. The purpose of this policy is to set out guidelines which supports the fundraising organisation, but also minimises disruption to Council staff.

Council adopted the draft Charitable Donations Policy for public comment at the Ordinary Council Meeting held 17 October 2019.

The draft policy was on public exhibition from 1 December 2019 to 13 January 2020. During the submission period, no submissions were received.

Following the public exhibition and submission period, no amendments are proposed to the draft policy.

Financial Considerations

Nil.

Attachments

1. Draft Charitable Donations Policy.

RECOMMENDATION

That Council adopts the Charitable Donations Policy.

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Item 29 Community Participation Plan 2019

Division:	Development Services
Management Area:	Town Planning
Author:	Ashleigh Stewart – Town Planner
CSP Key Focus Area:	Rural and Urban Development
Priority:	RU1.1 Council conducts periodic reviews of its planning controls to ensure that land use planning supports the long term sustainability of the shires local community and economy.

Reason for Report

To present Councils Draft Community Participation Plan 2019 (CPP2019) for adoption.

Background

As part of the amendments to the *Environmental Planning and Assessment Act 1979* (EP&A Act) all planning authorities are required to prepare a community participation plan (CPP) as defined under the Act. This is a new requirement. Provisions under the Act specify which authorities and functions are subject to requirements for community participation, the mandatory requirements, the matter to have regard to in the preparation of plans, and other miscellaneous provisions such as publication and review. For a council the following planning functions (under section 2.21(2)) are relevant:

- (a) planning instrument functions under Part 3 of the Act
- (b) development consent functions under Part 4 of the Act
- (c) contribution plan functions under Part 7 of the Act

These planning functions include the following:

- Assessment and determination of development applications including revised plans, modifications and review applications
- Preparation and adoption of draft local strategic planning statements
- Local Environmental Plan (LEP) amendments – draft planning proposals
- Draft Development Control Plans (DCP)
- Draft contribution plans
- Draft Community Participation Plans

Therefore, a CPP needs to address both the development assessment and strategic planning functions of Council and outline how and when Council will engage with the community across these planning functions.

The draft plan needs to be exhibited, reported back to Council addressing submissions, adopted by Council, and then the final version published on the NSW Planning Portal.

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The Draft Plan was endorsed by Council on 21 November 2019 and placed on public exhibition utilising Council's websites, local newspapers, Council's social media networks and displayed in Council's administration buildings from the Thursday 12 December 2019 until Friday 7 February seeking public input. No submissions were received during this period.

Issues

Nil

Options

That Council adopt the Draft Community Participation Plan 2019.

Financial Considerations

Nil

Attachments

1. Draft Warrumbungle Community Participation Plan 2019

RECOMMENDATION

That Council adopt the Draft Community Participation Plan 2019.

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Item 30 Dunedoo Visitor Information Centre Proposal

Management Area:	Development Services
Division:	Visitor Information Centre
Author:	Manager Economic Development and Tourism – Jo Houghton
CSP Key Focus Area:	Local Economy
Priority / Strategy:	LE 4.1 Work with local business and industry to foster local, economic development, innovation and expansion.

Reason for Report

To investigate the feasibility for a visitor information centre (VIC) to be located in the Old Bank Building, Dunedoo front counter area.

Background

The request for establishment of a VIC at Dunedoo has been raised on a number of occasions at Council's regular community consultation sessions by the Dunedoo and District Development Group (DDDG) to promote visitation to Dunedoo and to the Warrumbungle Shire.

The Old Bank Building located in Bolaro Street, Dunedoo is Council owned and currently the front counter space in the building is not being utilised to its full potential.

The Dunedoo VIC will be an invaluable resource by providing knowledge on local facilities/amenities, information promoting local tourist attractions and events, and encouraging travellers to stay overnight within the Shire.

The DDDG, assisted with volunteers have indicated a willingness to staff the VIC utilising volunteer labour. Opening days and hours will be determined pending volunteer interest to work at the VIC.

Issues

On Friday 2 August 2019, Council's Manager Economic Development and Tourism met with DDDG representatives to inspect the front counter space at the Old Bank Building, and again Thursday 23 February 2020 with Director Environment and Development Services.

It was noted with minimal outlay the proposed area can be effectively utilised as a visitor information centre. Small outlays include brochure stands, chairs in the foyer and signage promoting the Dunedoo VIC. The Coonabarabran VIC will assist by supplying brochures and flyers and used brochure stands to the Dunedoo VIC. Furniture may need to be donated by the community.

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Currently, once a fortnight Warrumbungle Community Care use the front counter and the separate manager's office next to the front counter. It is forecasted Warrumbungle Community Care will soon start to use these areas once a week. After consultation with Community Care it is believed both parties can use the area without impacting each other.

Presently, the White Rose Café carries visitor information in the form of brochures and handouts. If successful in securing the Old Bank Building front counter for VIC purposes, the Dunedoo VIC will consult and work together with the White Rose Café to ensure a positive outcome for both organisations.

A number of other matters requiring consideration in order for Dunedoo VIC to go ahead;

- DDDG to register as Warrumbungle Shire Council VIC volunteers, and undergo Induction and WHS training.
- DDDG would need to supply public liability insurance coverage.
- A formal agreement or Memorandum of Understanding (MOU) would need to be drafted for use of the premises and for DDDG to pay for MOU.
- DDDG would need to have a successful application to waiver the building usage fees in order for this venture to be viable.
- DDDG to seek expressions of interest from the local community and volunteers who are willing to work at the VIC.
- Budget allocation for repairs and maintenance needs to be considered.
- Council offer the use of the counter space for two (2) years with an option to extend for a further two (2) year period after an initial 6 month trial period at a nil rate due to the DDDG providing the service for free to assist benefit the community with tourism and information services.

Financial Considerations

Outlined as above.

Attachments

Nil

RECOMMENDATION

That Council:

1. Notes the report on the Dunedoo Visitor Information Centre Proposal.
2. Delegates authority to the General Manager to negotiate and enter into a Memorandum of Understanding outlining conditions for use of office space at the Dunedoo Old Bank Building between the Dunedoo and District Development Group and Council. Conditions are:
 - DDDG to register as Warrumbungle Shire Council VIC volunteers and undergo Induction and WHS training
 - DDDG to supply public liability insurance coverage
 - DDDG to organise and pay for MOU
 - Furniture for the Dunedoo VIC to be sourced by DDDG.

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3. Enters into a Memorandum of Understanding for the use of the front counter office space at the Old Bank Building between DDDG as of 17 February 2020 for a two (2) year period with the option to extend for a further two (2) years, after an initial 6 month trial period.

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Item 31 Review of Impounding Act 1993

Division:	Environment & Development Services
Management Area:	Regulatory Services
Author:	Compliance Officer – Demi Knight
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

This report outlines the proposed changes to the *Impounding Act 1993* and the effect that the changes will have on Council's operations.

Background

The Minister for Local Government, Hon. Shelley Hancock MP, has called for a review to identify how to ensure the Act remains 'fit for purpose' and also integrates well with other laws in supporting timely and effective management of abandoned or unattended items and straying animals into the future. Community, industry and government input is being sought to assist the NSW Government to understand key issues to inform any changes to the Act.

Since the first introduction of the Act on July 1 1993, the way we use, interact with and enjoy public spaces has significantly changed. More private and shared items are being used and parked in public areas. The Act has been amended several times however has not been comprehensively reviewed since its commencement 25 years ago.

The Act aims to provide councils and other authorised public land managers with impounding powers to minimize health, safety and amenity issues caused by items and animals being abandoned in public and on private property. Councils are invited to provide feedback on the discussion paper to help ensure that impounding laws remain fit for purpose into the future.

Issues

The Discussion Paper was released mid December 2019 for Councils to review. The Discussion Paper asks a series of strategic and operational questions to inform the review. Feedback on the Discussion Paper received from Councils and others will help the NSW Government to shape next steps in the review including any proposals for reform.

Strategic Directions

To obtain feedback on whether the current legislative framework for impounding is still an appropriate and effective one, and whether the Act's strategic objectives are still valid. Issues to be addressed are listed below;

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1. Balancing community needs and shaping public places into the future
2. Strategic framework for regulation impounding
3. Integration with NSW policy and other legislation
4. Encouraging responsible behaviour
5. Innovation and emerging technology

Operational Directions

For discussion on specific parts of the Act under key focus areas. Issues relevant to Warrumbungle Shire Council include;

2. Who can impound and what can be impounded?
 - Understanding which authority is most appropriate to contact in certain situations however this may be more a matter of communication and coordination rather than regulation e.g. Council Officer's inability to impound dogs in national parks.
3. Impounding of animals
 - It's important to ensure that the Act provides only for unattended or trespassing animals to be impounded.
 - The ability for land owners or occupiers to impound animals trespassing on their land is important to protect from damage and disease however land owner conflict can be created especially during difficult times of drought.
4. Impounding of Items
 - There is concern about the lack of clarity over who is primarily responsible for impounding abandoned vehicles on public roads – Council or Police.
6. Impounding fees and charges
 - Many items and some animals that are impounded are not recovered as cost of paying impounding fees often exceed the value of the item. This review should consider how the Act can provide an incentive to owners to take more responsibility for items and animals.
8. Part 5 – Offences and Penalties
 - Penalties can be considered insufficient to encourage owners not to abandon items and animals. All penalties in the Act should be brought to the appropriate level. Tiered penalties or penalties for continuing offences may encourage responsible behaviour.
 - There is difficulty identifying offenders and penalties may be rarely applied. Incentive should be provided by the Act for owners to take responsibility for items and animals.
11. Other Matters
 - The term 'animal' is currently limited to a short list in the Act. It may be more appropriate to have a broader definition of animal.
 - More training, education and guidance should be provided to guide impounding officers to perform duties based 'on reasonable grounds'.

Options

The Government are asking for submissions and the deadline for submissions is Friday 20 March 2020. Council may choose to make a submission addressing the issues which are relevant to Warrumbungle Shire Council as detailed above.

Financial Considerations

Nil

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Attachments

1. Discussion Paper

RECOMMENDATION

That Council:

1. Notes the Review of Impounding Act Report; and
2. Provides a submission on the discussion paper relating to the review of the *Impounding Act 1993*.

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Item 32 Inland Rail Update Report, February 2020

Division:	Development Services
Management Area:	Development Services
Author:	Manager Economic Development and Tourism – Jo Houghton
CSP Key Focus Area:	Local Economy
Priority:	LE5.1 Identify and develop opportunities to realise the shire's potential as a location for the production of renewable energies.

Reason for Report

To provide Council with regular updates on Inland Rail discussions and matters that relate to Council.

Background

Inland Rail is a freight rail line that will connect Melbourne to Brisbane through regional Victoria, New South Wales and Queensland. With freight volumes set to almost double in the next 20 years, the Australian Government is building the rail line to address freight needs.

The following broad points relate to the Inland Rail project:

- Inland Rail 1,700km long, from Tottenham in Victoria to Acacia Ridge in Queensland.
- Trains travelling on the Inland Rail track will be able to travel at speeds of up to 115km/h.
- The track will enable the use of double-stacked, 1,800m long trains with a 21 tonne axle load. Each train could carry the equivalent freight volume as 110 B-double trucks.

Within Warrumbungle Shire Council, the Inland Rail will traverse part of our Shire to the west of Baradine. This section of the line sits in the Narromine to Narrabri section of the project, known as N2N. Approximately 40 kms of rail line relating to Inland Rail will be located within our local government area.

In November 2017, the Australian Government confirmed the preferred study area for the N2N section of Inland Rail.

Update on N2N Section of the Project

The N2N section of the line is approximately 300kms in length, with the original study area being 2-5km wide. The study area has now been refined to approximately 150-400m wide, known as the focused area of investigation. It is expected the final width of the rail corridor will be 40-60m wide.

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Inland Rail has begun visiting landowners to inform them of these developments, and it is understood meetings with residents identified in the focus area should conclude this week.

Issues

Council has been involved in a number of matters pertaining to the project as follows:

- On 21 November 2019, Council staff met with ARTC consultants, GHD. GHD are in the process of preparing a Social Impact Assessment as part of the environmental investigations. The discussions focused around potential social and economic impacts of the project to inform the study.
- Industry briefings are being hosted by ARTC on the Narrabri to North Star (N2NS) section of the project. As the project progresses towards construction, ARTC are seeking to advise local communities of opportunities for local and Indigenous participation on the project. These briefings aim to assist regional suppliers to learn more about the N2NS project, timeframes and potential supply opportunities.
- Council continues to provide input into the draft Inland Rail Development Agreement between Council and ARTC.
- Council staff will meet with Inland Rail design engineers on 13 December 2019 to discuss road treatments and realignments that may be considered in the design for the rail project.
- The fast-track project under the Interface Improvement Program is programmed to commence shortly. This project relates to a feasibility and/or strategic business case review of the connectivity of local grain infrastructure to Inland Rail at Baradine. The focus of the study will be on how existing silos and loading facilities could best conceivably benefit from Inland Rail.

The government is continuing to work through the procurement process to engage a suitable consultant to undertake the studies on Council's behalf. In December 2019, Council resolved to nominate persons to a working group to provide input and information on the industries in and around Baradine that may benefit from connectivity to Inland Rail, such as grain and timber.

- Interface Improvement Program Working Group members are:
 - Councillor Denis Todd, Warrumbungle Shire Council Mayor
 - Leeanne Ryan, Director Environment and Development Services
 - Jo Houghton, Manager Economic Development and Tourism
 - Heather Andrews, Timber and Transport Industry, Narrabri
 - John Single, Agriculture and Growers representative, Coonamble
 - Councillor Bill Fisher, Coonamble Shire
 - Pip Goldsmith, Manager Economic Development, Coonamble Shire

A contact list for the working group members has been collated.

To date Council is yet to receive confirmation a consultant has been selected, however Council has made contact with working group representatives in anticipation the selected consultant will require to meet this month to

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introduce themselves and start to ascertain information for the strategic business case assessment for the local grain infrastructure at Baradine.

- Council attended Inland Rail networking session Tuesday 21 January 2020 to meet the three shortlisted construction contractors for the Narrabri to North Star.
Shortlisted contractors are Lend Lease, Rail First, and Trans4m Rail.
Contractors will be selected mid this year.
The networking session comprised of:
 - Presentation from each of the bidding contractors to the local businesses who attended, demonstrating their previous project experience, values, and local economic development focus
 - Guidelines how the networking will proceed
 - Networking opportunity – each small business met separately with each shortlisted contractor giving the small business the opportunity to give their ‘elevator pitch’ and present their capability statement (from previous workshop in Narrabri).The Industry Capability Network (ICN) was also available to assist the local businesses to register and improve their business packages displayed on the ICN website. ICN will be one of the main avenues the selected contractor will recruit local businesses/personnel.
- To ensure local businesses are kept informed with Inland Rail opportunities, Council is undertaking and organising regular media releases and Facebook posts to disseminate information and promote upcoming events and workshops.
- There is an upcoming workshop in Dubbo to demonstrate how local businesses can improve business profiles on the ICN website – date yet to be confirmed for March 2020.
- Economic Development and Tourism Manager is working with the Central West Regional Manager for ICN, Jerone Bodiam to conduct a Coonabarabran workshop ‘Improving your Business Profile’ in April.

Options

The Inland Rail project will continue to show its presence within Warrumbungle Shire.

Financial Considerations

Nil

Attachments

Nil

RECOMMENDATION

That Council notes the Inland Rail Update Report.

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Item 33 Development Applications

Division: Development Services

Management Area: Regulatory Services

Author: Administration Assistant Environment and Development Services – Jenni Tighe

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 – December 2019 and January 2020

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type Of Development	Stop the Clock Referral Days
DA62/2019	10/09/2019	05/12/2019	Malcolm Boyle	175 Tilly Willy Road	Coolah	Relocation of Dwelling	57
DA74/2019	27/11/2019	09/12/2019	Gina Pickette	36 Castlereagh Street	Baradine	New Garage/Shed - Residential	0
DA75/2019	27/11/2019	04/12/2019	Amber Burton and Bronwyn Buss	10 Chappell Avenue	Coonabarabran	Alterations and Additions	0
DA76/2019	04/12/2019	11/12/2019	Nicholas and Tamara-Lee O'Neill	25 Knight Street	Coonabarabran	New Swimming Pool and Child Restraint Barrier	0
DA77/2019	12/12/2019	19/12/2019	Warrumbungle Steel Buildings	221 Carmichaels Lane	Coonabarabran	New Garage/Shed - Rural	0
DA79/2019	17/12/2019	18/12/2019	Warrumbungle Steel Buildings	39 Masman Street	Coonabarabran	New Garage/Shed – Residential	0
DA73/2019	22/11/2019	15/01/2020	Mark Rogers	69-71 Castlereagh Street	Baradine	New Garage/Shed – Residential	36
DA63/2019	12/09/2019	03/01/2020	Coolah Lions Club	7 Goddard Street	Coolah	Primitive Camping Ground	63
DA2/2020	14/01/2020	17/01/2020	Ian Wicks and Loretta Auld	19-21 Yule Street	Coolah	New Garage/Shed - Residential	0
DA1/2020	14/01/2020	31/01/2020	Rachael Hughes and Corey Lennox	841 Vinegaroy Road	Coolah	Change of Use – Bus Depot	16

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RECOMMENDATION

That Council notes the Applications and Certificates approved during December 2019 and January 2020, under Delegated Authority.

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Item 34 Notice of Motion – Coolah Youth and Community Centre Building

Notice of Motion – Coolah Youth and Community Centre Building

I hereby advise that I propose to move the following Notice of Motion at the Council meeting:

That Council revisit Item 22 of the July Business Paper:

Item 22 Coolah Youth and Community Centre Building
24/1920 RESOLVED that item 22 the Coolah Youth and Community Centre lie on the table and be placed in the November Council meeting for a decision.

Attachments

1. Item 22 Coolah Youth and Community Centre Building Business Paper Report

ANNE-LOUISE CAPEL
COUNCILLOR

DENIS TODD
MAYOR

WENDY HILL
COUNCILLOR

WARRUMBUNGLA SHIRE COUNCIL

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Item 35 Notice of Motion – NSW Road Classification Review

Notice of Motion – NSW Road Classification Review

I hereby advise that I propose to move the following Notice of Motion at the Council meeting:

Currently, road funding and management arrangements between State and Local Government are based on a three tier hierarchy of State, Regional and Local Road classifications.

The NSW Government, through Roads and Maritime Services (RMS), funds and manages State Roads and provides funding assistance to councils towards their management of Regional Roads. A review has been proposed by the NSW State Government that provides an opportunity to make adjustments to the classification process. The last review took a number of years to complete and the three year implementation process concluded in mid-2012.

The NSW State Government has now appointed an expert panel to identify up to 15,000 kilometres of council-managed roads in rural and regional areas to be handed back to the State Government. The Panel includes; Wendy Machin, Peter Duncan, Jillian Kilby, John Roydhouse, Michael Kilgariff and Peter Tegart.

The Panel is being established to:

- provide advice on the process for the transfer of regional roads and the review of the road classification policy framework for the NSW road network;
- identify eligible roads that could be transferred to the NSW Government;
- provide advice and make recommendations to government on the prioritisation of any regional roads for transfer to the NSW Government;
- to consult with councils and other key stakeholders on the transfer of regional roads and the future road classification policy framework for the NSW road network;
- provide an analysis of the financial implications of recommended road transfers for both the NSW Government and local councils, particularly as to how this may affect grants and financial assistance councils currently receive;
- ensure consideration is given to maintaining local employment in roads maintenance works, such as through Roads Maintenance Council Contracts;
- ensure a balanced and logical approach to the allocation of state and regional roads; and,
- ensure recommendations in relation to the potential transfer of regional roads and the classification policy framework for the NSW road network are based on sound economic and planning principles that support the customer and network outcomes identified in Future Transport 2056.

The timeline for the project is:

Key Steps	Timing
Panel appointed	January 2020
Draft Terms of Reference released for council feedback (four weeks)	January 2020

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Terms of Reference established	February 2020
Panel releases consultation strategy with councils and invites submissions on priority road transfers	February 2020
Deadline for council submissions on priority roads	June 2020
Provide interim report to the Minister for Regional Transport and Roads including a proposed priority list of roads to be transferred to state ownership	September 2020
Priority Road Transfer List (Round 1)	November 2020
Panel to provide further proposed road transfer lists to the Minister for Regional Transport and Roads	Ongoing (until complete in accordance with Panel's investigations)
Independent Panel delivers final report and recommendations through the Minister for Regional Transport and Roads for consideration by the NSW Government on the Regional Road Transfer and NSW Road Network Classification	July 2021

Councils in NSW have for a long time been calling for an end to cost shifting. This may be an opportunity for this to occur, but we must be wary of the outcomes.

Attachments

1. Regional Road Transfer and NSW Road Classification Review – Independent Panel Terms of Reference

Motion

That Council seek a report from staff that:

1. Considers the possible impacts of the Road Classification Review on Council, including if maintenance contracts would be available to Council.
2. Identifies roads that Council believes should be transferred to the State.

**ANNE-LOUISE CAPEL
COUNCILLOR**

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Item 36 Notice of Motion – Employee Benefits and On-Costs

Notice of Motion – Employee Benefits and On-Costs

I hereby advise that I propose to move the following Notice of Motion at the Council meeting:

Employee benefits and on costs account for around a third of the expenses for continuing operations.

The Annual Financial Statements indicate that from 2018 to 2019 full time equivalent (FTE) staff has increased from 175 to 177, while FTE as per the structure, including vacancies, has increased from 204 to 213, ie. 9 positions – which could cost Council around \$1 million per annum.

Given the above I request

1. That Council be provided with a report on the implementation of the organisational structure approved by Council following its appointment in 2016.
2. That Council be provided with a report on how Council expenditure on staffing compares to other Councils.
3. When was the last time Council conducted a review of the salary structure?
4. Does Council have an allocation/restriction for employee entitlements?
5. Can Council be provided with information regarding how much this liability is and how the liability is managed.

**PETER SHINTON
COUNCILLOR**

General Manager's comment:

Some historical comparative figures from Council's financial statements include:

Year	Employees FTE	Note 4a Total Employee Costs	Capitalised	Expensed
2013	196	14,190	(1,196)	12,994
2014	185	14,726	(1,064)	13,662
2015	183	15,768	(1,050)	17,718
2016	196	17,074	(1,770)	15,304
2017	192	16,314	(1,289)	15,025
2018	175	17,514	(1,571)	15,943
2019	177	16,327	(1,843)	14,484

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Item 37 Notice of Motion – Management of Trees along Council roads

Notice of Motion – Management of Trees along Council roads

I hereby advise that I propose to move the following Notice of Motion at the Council meeting:

That Council:

1. Be provided with a report from staff that outlines Council's current policy/practice for the management of trees overhanging roadways; the management of growth of timber along road edges; and the removal of fallen timber on road reserves.
2. Consider in the budget preparations an allocation of \$100,000 for an annual program to remove tree branches overhanging roads and ensuring that no new growth be allowed within 6 meters of edge of road pavement.

**RAY LEWIS
COUNCILLOR**

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Item 38 Reports to be Considered in Closed Council

Item 38.1 Organisational Development Monthly Report – February 2020

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 – February 2020 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 38.2 Support and Maintenance End User Support Agreement

Division Corporate and Community Services

Author Manager Corporate Services – Jenni Maundrell

Summary

The purpose of this report is to seek Council approval for the extension of the Managed Services – Support and Maintenance IT End User Support Agreement with Tamworth Regional Council.

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, or confer a commercial advantage on a competitor of the council, or reveal a trade secret and is classified **CONFIDENTIAL** under section 10A(2)(d) 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:

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- (i) prejudice the commercial position of the person who supplied it, or
- (ii) confer a commercial advantage on a competitor of the council, or
- (iii) reveal a trade secret

RECOMMENDATION

That the Support and Maintenance End User Agreement report be referred to Closed Council pursuant to section 10A(2)(d) 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, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

Item 38.3 Tenders for Hire of Various Plant Items on a Casual Basis – 2020

Division: Technical Services

Author: Director Technical Services – Kevin Tighe

Summary

The purpose of this report is to assess tender submissions received for hiring of earthmoving plant and trucks.

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 information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret and is classified **CONFIDENTIAL** under section 10A(2)(c)-(d) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret

RECOMMENDATION

That the Tenders for Hire of Various Plant Items on a Casual Basis – 2020 report be referred to Closed Council pursuant to section 10A(2)(c)-(d) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with information that would, if

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disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

Item 38.4 Regional Tender for Supply and Delivery of Concrete Pipes and Precast Drainage Products

Division: Technical Services

Author: Director Technical Services – Kevin Tighe

Summary

The purpose of this report is to respect the recommendations by the tender evaluation panel for supply and delivery of contract pipes.

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)(d) of the Act, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret.

RECOMMENDATION

That the Regional Tender for Supply and Delivery of Concrete Pipes and Precast Drainage Products report be referred to Closed Council pursuant to section 10A(2)(d) 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, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

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.

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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).