



Ordinary Council Meeting

Agenda

21 May 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, John Street,
Coonabarabran
on Thursday, 21 May 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

16 April 2020

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

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Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 8 April 2020 to 11 May 2020

MAYORAL MINUTE - MAYORS ACTIVITY

<u>Date</u>	<u>Type</u>	<u>In/Out</u>	<u>Activity</u>
8-Apr	Meeting	Attended	Clarke and Cunningham re GM's Contract
9-Apr	Meeting	Attended	Council Administration building to attend to paperwork
10-Apr	Meeting	Attended	Inspected Munns Road Flooding
12-Apr	Phone Call	In	Terry Griffin re Munns Road
16-Apr	Meeting	Attended	Council Meeting
22-Apr	Phone Call	Out	Cr Clancy re wreath laying Coonabarabran and Binnaway
22-Apr	Meeting	Attended	Teleconference - Western Health
22-Apr	Phone Call	Out	Cr Doolan - re GM's contract
23-Apr	Phone Call	Out	Cr Hill - re wreath laying Dunedoo
23-Apr	Phone Call	Out	Cr Capel - re wreath laying Coolah
23-Apr	Phone Call	Out	Cr Lewis - re wreath laying at Mendooran
23-Apr	Phone Call	In	Cr Iannuzzi- re GM's contract
24-Apr	Phone Call	Out	Cr Iannuzzi- re GM's contract
25-Apr	Phone Call	Out	Cr Iannuzzi- re GM's contract
25-Apr	ANZAC Day	Attended	Laying of Wreath in Baradine
29-Apr	Meeting	Attended	Baradine Progress Association Meeting
1-May	Meeting	Attended	Teleconference - Economic stimulus package
1-May	Meeting	In person	John Robertson re Guimea Road Bugaldie
2-May	Road inspection	Attended	Inspected Lewis Lane with George Simmons
3-May	Phone call	Out	Peter Colley re Lewis Lane, Dunedoo
4-May	Meeting	Attended	Teleconference - rail to Baradine silo with Infrastructure Australia
4-May	Phone call	Out	GM's PA - email GM's contract
4-May	Phone call	Out	GM
4-May	Phone call	In	Mayor Narromine Council re Orana JO
4-May	Meeting	Attended	Teleconference meeting M Coulton and R Butler re TRRRC
5-May	Phone Call	Out	GM
5-May	Phone Call	In	Cr Iannuzzi- re GM's contract
5-May	Phone call	Out	Cr Doolan - various items
5-May	Phone call	Out	Cr Bill Fisher re Inland Rail connection to Baradine Silo
5-May	Phone call	Out	John Single re Inland Rail connection to Baradine Silo
6-May	Meeting	Attended	Teleconference OLG re Covid 19
7-May	Phone Call	Out	GM
7-May	Phone Call	Out	Cr Iannuzzi- re GM's contract
7-May	Road Inspection	Attended	Inspected Gunima Road, discussion with John Robertson regarding the road
7-May	Phone Call	Out	Jo Houghton re Baradine Silo

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8-May Meeting Attended Teleconference - Orana JO Meeting
8-May Phone call Out GM's PA
8-May Road inspection Attended Inspected in Munns Road
11-May Meeting Attended Teleconference - Orana Jo Meeting

Date of Journey		Purpose of Journey	Odometer		KM Travelled
Start Date	End Date		Start	Finish	
7-Apr	7-Apr	JO Meeting	50867	50983	116
8-Apr	8-Apr	Meeting Coonabarabran with legal team	50983	51087	104
9-Apr	9-Apr	Council Administration Building - paperwork	51087	51203	116
16-Apr	16-Apr	Council Meeting - Coonabarabran	51203	51308	105
22-Apr	22-Apr	Teleconference Coonabarabran re COVID 19	51308	51426	118
24-Apr	24-Apr	Teleconference Coonabarabran Orana JO Meeting	51426	51537	111
25-Apr	25-Apr	Anzac Wreath Laying - Baradine	51537	51556	19
29-Apr	29-Apr	Baradine Progress Association Meeting	51556	51576	20
1-May	1-May	Teleconference Coonabarabran - Economic Stimulus Pkg	51576	51693	117
4-May	4-May	Teleconference Coonabarabran- Coulton & Butler re TRRRC	51693	51804	111
6-May	6-May	Teleconference Coonabarabran - OLG re COVID 19	51804	51912	108
Total KM travelled for period 12/03/2020 - 01/04/2020					1,045

MAYORAL MINUTE - EXPENSES 10 April 2020 to 9 May 2020

Date Transaction Details Comments

Nil expenses

RECOMMENDATION

That Council notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 8 April 2020 to 11 May 2020.

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Item 2 Councillors' Monthly Travel Claims – April 2020

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 April 2020.

Background

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	128	0.78	\$99.84
Cr Todd	-	0.78	-
Cr Brady	-	0.78	-
Cr Capel	210	0.78	\$163.80
Cr Clancy	-	0.78	-
Cr Doolan	-	0.78	-
Cr Hill	310	0.68	\$210.80
Cr Iannuzzi	-	0.78	-
Cr Lewis	252	0.78	\$196.56
Total:			\$671.00

Financial Considerations

Outlined above.

Attachments

1. Councillors Monthly Travel Claims

RECOMMENDATION

That the Councillors' monthly travel claims report for April 2020 in the amount of \$671.00 is noted.

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Item 3 Delegate's Report – Newell Highway Taskforce Committee Teleconference Meeting held on 12 May 2020

Division:	Executive Services
Management Area:	Governance
Author:	Mayor – Councillor 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 Newell Highway Taskforce Committee meeting held via teleconference on Tuesday 12 May 2020.

Commentary

I attended a Newell Highway Taskforce Committee meeting via teleconference on Tuesday 12 May 2020. This was the first time the committee met via video conferencing.

Matters that were discussed include:

- The inland rail crossings on the Newell Highway,
- The Oxley Highway and Castlereagh Highway,
- The River Street Bridge in Dubbo,
- \$250,000 to widened the Narrabri to Moree Road,
- The plans for the Coonabarabran bypass should be out in August or September this year,
- The budget for upgrade of the Newell Highway is budgeted for \$700 million for the next financial year,
- Tap Hill passing lane near Tooraweenah and two passing lanes in the Pilliga, and
- Workers who are currently working on the Coonabarabran bypass are living in Coonabarabran at the moment.

The next meeting was scheduled to be held in Moree but will now be via teleconference on Wednesday 12 August 2020.

RECOMMENDATION

That Council notes the Delegate's Report in relation to the Newell Highway Taskforce Committee meeting held via teleconference on Tuesday 12 May 2020.

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Item 4 Minutes of Traffic Advisory Committee Meeting – 23 April 2020

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.

PRESENT: Peter Shinton (Chairperson), Ms Jackie Barry (TfNSW) (*via video link*), Senior Constable Dan Lundberg (NSW Police) (*via phone*), Mr Mal Unicomb (Local State Member Representative) (*via video link*).

IN ATTENDANCE: Mr Kevin Tighe (Director Technical Services) and Mr Kumar Satkumaran (Manager Projects) (*via video link*).

APOLOGIES: Senior Constable Kelvin Kilsby (NSW Police).

CONFIRMATION OF MINUTES

RECOMMENDED that the minutes of the Traffic Advisory Committee meeting held on 26 March 2020 be confirmed.

Barry/Shinton

BUSINESS ARISING FROM THE MINUTES

The following matters were noted as outstanding:

- Black Stump Way – Council request to NHVR that any road in the Warrumbungle Shire that is a 25 metre B Double Route be converted to a 26 metre B Double Route.
- 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.
- 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.
- Binnaway Dip – installation of dip warning signs, kerb blisters and painted centre medians as per endorsed plan.
- 'No Parking' Signs in the Coonabarabran CBD – audit of 'No Parking' signs to be undertaken and a plan prepared. Council to liaise with the Coonabarabran Chamber of Commerce regarding timed parking.
- Driver Reviver sign located on the northbound lane of Forest Road, around 1km south of the Castlereagh Highway is blocking an advance intersection warning sign. Council to consider relocation of signage.
- Installation of additional blue caravan parking sign in Cassilis Street adjacent to car park (facing east).

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- o Installation of 10kph signs for 'One Way' traffic in Central Lane, Coolah. Further information required from Haynes Hardware.

1) Sign Plan – investigations on the feasibility and warrant for a safer bus stop area at Koala Crescent, Coonabarabran

Discussion took place on merits of proposed sign layout and whether or not school bus route signs existed elsewhere along Timor Road.

RECOMMENDED that:

- a) School bus route advance warning signs be installed on Timor Road at around 80 metres either side of the Koala Crescent intersection.
- b) Relevant bus operators are advised of their responsibilities in relation to risk assessment.
- c) A copy of Council's 'Guideline for School Bus Routes and Bus Stops' be forwarded to the bus operator.

Unicomb/Barry

2) Revised Plans – kerbside extension options to improve pedestrian and mobility access in John Street, Coonabarabran

Discussion took place on the merits of installing proposed pedestrian access ramps and disabled car parking spaces at two locations along John Street. Concern was expressed that street parking would be adversely affected by both proposals.

RECOMMENDED that no further investigation be undertaken on pedestrian access ramp proposals in John Street between Castlereagh Street and Dalgarno Street, and between Dalgarno Street and Little Timor Street.

Unicomb/Shinton

AGENDA ITEMS

a) Coonabarabran Pony Club – Request for Closure of John Street, Coonabarabran for Annual Street Parade – 2 October 2020

RECOMMENDED that approval be granted to Coonabarabran Pony Club for the closure of John Street, Coonabarabran between Edwards Street and Dalgarno Street from 3.00pm to 3.30pm on Friday, 2 October 2020 for the Annual Pony Camp Street Parade subject to:

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

Unicomb/Barry

b) Mendooran Central Motors – Request for Installation of Restricted Parking Signs at 70 Bandulla Street, Mendooran

The fuel bowser is located on the footpath in front of Mendooran Central Motors. The Committee acknowledged the challenges of restricting parking to customers only, however there are no standard regulatory signs to allow for this situation. It is suggested that a temporary footpath sign, that is, a 'sandwich' board type of sign, be used by the owner to discourage parking in front of the bowser.

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GENERAL BUSINESS

The following items were discussed without resolution:

- TfNSW will follow up on a proposal to install electronic messaging signs either side of the entrance to the hard rock quarry on the Newell Highway.
- TfNSW sought feedback on community demand for 40kph speed zones in any urban centre within the Shire.

There being no further business the meeting closed at 11.12am.

The next meeting will be held via video conference in the Gallery Meeting Room, Coonabarabran on Thursday, 28 May 2020 commencing at 10.00am.

Note

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

- 1) Sign Plan – *investigation on the feasibility and warrant for a safer bus stop area at Koala Crescent, Coonabarabran*
- 2) Revised Plans – *kerbside extension options to improve pedestrian and mobility access in John Street, Coonabarabran*

RECOMMENDATION

That:

1. Council accept the Minutes of the Traffic Advisory Committee Meeting held at Coonabarabran on 23 April 2020.
2. Approval be granted to Coonabarabran Pony Club for the closure of John Street, Coonabarabran between Edwards Street and Dalgarno Street from 3.00pm to 3.30pm on Friday, 2 October 2020 for the Annual Pony Camp Street Parade subject to:
 - Receipt of current Public Liability Insurance
 - Transport for NSW Special Events concurrence
 - Compliance with Council's Road Closure Guidelines.

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Item 5 Coonabarabran Golf Club refund of Non-Compliant Discharge Fees

Division:	Executive Services
Management Area:	Executive Services
Author:	General Manager
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 finalise the request from the Coonabarabran Golf Club for financial hardship for a refund of the non-compliant discharger fees.

Background

At the March 2020 Council meeting a Notice of Motion was considered to refund the non-compliant discharger fees to the Coonabarabran Golf Club due the financial hardship of the Club and the difficulties endured through the recent long devastating drought.

Council resolved in resolution number 349/1920:

that Council advertise its interest to donate \$2,948 to the Coonabarabran Golf Club due to the financial hardship of the Club and to assist in its compliance with the liquid trade waste requirements.

The Club had been non-compliant with the liquid trade waste requirements. Businesses like the Coonabarabran Golf Club are charged for the disposal of liquid trade waste into the sewerage system. Until the Coonabarabran Golf Club became compliant with requirements it was charged the higher fee for Liquid Trade Waste.

Liquid trade waste is discharged into the Council's sewage system as well as the normal sewage. This includes liquid waste from cafes, restaurants, bakeries, hotels and motels, service stations, industrial businesses, supermarkets, schools and hospitals. Sewerage systems are generally designed for waste from domestic sources that are of predictable strength and quality. Untreated liquid trade waste can put much greater demands on Council's sewerage system than domestic sources, and can impact on the public, workers, the environment, and Council's sewerage system if not managed properly. For example, grease, oil, and solids can build up causing blockages and sewer overflows; strong wastes can cause corrosion of the sewerage system or produce offensive odours.

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All businesses are charged the LTW charge however higher charges (non-compliant), as in this instance, are levied on those businesses not compliant with requirements.

The difference in fees in this instance is \$2,948.14.

	Charged (Non-compliant charge)	Compliant Charge	Difference
October 2019 Charge	\$1,889.08	\$252.84	\$1,636.24
January 2020 Charge	\$1,499.33	\$187.43	\$1,311.90
Total	\$3,388.41	\$440.27	\$2,948.14

Council may waive (donate) funds to organisations however this is regulated by the Local Government Act. Section 356 provides:

356 CAN A COUNCIL FINANCIALLY ASSIST OTHERS?

- (1) *A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.*
- (2) *A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.*
- (3) *However, public notice is not required if—*
 - (a) *the financial assistance is part of a specific program, and*
 - (b) *the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and*
 - (c) *the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and*
 - (d) *the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.*

Council does not operate a program of providing donations to the extent requested by the Coonabarabran Golf Club, hence advertising in accordance with Section 356 (2) was required and submissions were called for. The close of submissions was 27 April 2020 and while there were some social media comments and enquiries made about the proposed donation no submissions were received.

The comments on social media were not captured in the Council system.

Council should consider matters like this with caution. With Council's financial position of regularly running large deficits Council should be showing discipline when

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it comes to providing donations. Further to that Council may need to consider other organisations in similar situations.

Options

Council may:

1. Donate up to \$2,948 to the Coonabarabran Golf Club
2. Not donate funds to the Coonabarabran Golf Club

Financial Considerations

In accordance with clause 3.12(a) of the Code of Meeting Practice if Council was to approve the making of a donation to the Coonabarabran Golf Club then this be made from Council's Financial Assistance Program. Should the funding come from this source then of course it will mean that Council will be unable to allocate the funds to other organisations.

At the April meeting of Council it was resolved to provide donations of \$7,900 from the remaining budget thus leaving \$5,300 left in this allocation to be spent.

RECOMMENDATION

That Council provide a donation of \$2,948 to the Coonabarabran Golf Club in accordance with Section 365 of the Local Government Act.

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Item 6 Orana Joint Organisation

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 present the minutes from the Orana Joint Organisation Meetings held by teleconference on Tuesday 7 April 2020 and Friday 24 April 2020 and for Warrumbungle Shire Council to determine if Council wishes to remain as part of the JO.

Background

At the meeting of the Orana JO on 7 April 2020 the following items were discussed:

- Orana Joint Organisation Funding - The Office of Local Government would alter the \$150,000 agreement for the Capacity Building Fund and re-direct it towards sustainability funding.
- Rescission Motion on the future of the JO.

At the meeting on 24 April 2020 the following resolutions were passed:

- The Orana JO write to the NSW Minister for Local Government specifying the name of each member council who has resolved to leave the Orana Joint Organisation and to allow the Governor to remove these councils from the Orana JO boundary, and
- An Orana Joint Organisation Board Meeting be held on 29 May 2020 to consider the responses from each member Council regarding their decision to remain as part of the Orana Joint Organisation.

2020/022 RESOLVED that the Orana JO writes to the NSW Minister for Local Government specifying the name of each member council who has resolved to leave the Orana Joint Organisation to allow the Governor to remove these Councils from the Orana JO boundary (LG Act 400ZC amendment and dissolution of Joint Organisations).

Issues

The Board has been concerned about its financial sustainability. At the Extra Ordinary Board Meeting held on 24 April 2020, it was resolved that each member Council determine whether they wish to remain as a member of the Orana Joint Organisation (OJO) and advise the Board by its next meeting.

NSW currently has a network of 13 Joint Organisations to strengthen collaboration and engagement between State the Local governments and improve infrastructure

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and service delivery to regional communities. 87 Councils in Regional NSW are members of these Joint Organisations.

The OJO is an important entity for strategic planning and priority setting, intergovernmental collaboration and shared leadership and advocacy. The Statement of Strategic Regional Priorities contains the programs, projects and initiatives it is focusing on delivering.

Strategies include infrastructure connectivity for people and freight, digital connectivity, tourism destination, safe and healthy communities, youth and indigenous employment and wellbeing, attracting and retaining business and industry, liveable communities, water security, waste management, adapting to climate events.

The Minister for Local Government has recently written to the Executive Officer advising that it strongly supports the continuation of the OJO and that the Orana Joint Organisation can through a variation of the funding agreement, use the \$150,000 Capacity Building funding program towards developing a strategy to becoming financially sustainable.

Dubbo Regional Council recently resolved to apply to the Minister for Local Government for membership to a newly established Joint Organisation, effectively 1 July 2020. Should the minister not concur with forming a new Joint Organisation, Dubbo Regional Council will withdraw its application until after the proposed review of the Joint Organisation Model.

Warrumbungle Shire Council's membership contribution fee for 2019/2020 was \$15,901. The 2020/2021 membership fee will need to be determined based on how many councils resolve to remain or leave membership of the OJO.

The OJO is still in its establishment phase.

Current commitments include:

- Funding application to NSW Environmental Trust Restoration and Rehabilitation Funding - \$100,000 (under assessment)
- Funding application to Federal Governments – Regional Universities Centre Program - \$2,000,000 (under assessment)
- Joint Organisation Capacity Building Fund - \$150,000 (subject to variation to financial sustainability)

Potential commitments:

- Gig State Project (Snowy Hydro Funding \$100M) – improvement of digital connectivity with new network infrastructure to boost the internet capacity for communities and business (from Dubbo to Cobar)
- Narromine to Nyngan pipeline as identified in the Macquarie Castlereagh Regional Water Strategy (\$20M committed by NSW Government to the planning stages)

COVID-19 Local Government Stimulus Package

The NSW State Government has recently announced a stimulus package for local government in NSW. The package is comprised of four components:

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- The Council Job Retention Allowance
- Funding to meet councils' increase in the emergency services levy for 2020-21
- Access to low-interest, infrastructure loans from TCorp in line with TCorp's credit criteria
- Access, subject to meeting certain requirements, to a NSW Government guarantee for commercial borrowings.

The \$112.5 million Council Job Retention Allowance is a payment of \$1,500 per fortnight per employee, paid to the council, which will be administered by the Office of Local Government.

To access the funding councils need:

- To be covered by the Local Government (COVID-19) Splinter (Interim) Award 2020 (the Splinter Award) or equivalent agreement with relevant industrial unions
- To have met the cost of four weeks paid COVID-19 Special Leave under the Splinter Award prior to each employee accessing the Council Job Retention Allowance, as well as any costs above \$1,500 a fortnight, per employee, for up to three months
- To provide evidence to the Office of Local Government (OLG) of financial distress as a result of the COVID-19 crisis, and
- To note that certain council staff are ineligible from accessing the allowance, even if they are redeployed to other roles during the COVID-19 pandemic.

Note: if any employee has ordinary earnings less than \$1,500, council will receive the full \$1,500 for that employee but must pass it on to them.

The NSW Government will fully fund the \$32.76 million increase in the Emergency Services Levy (ESL) for all NSW councils for 2020-21. Councils will be required to pay their ESL invoices to Revenue NSW, and OLG will directly reimburse councils the 2020-21 increase in the ESL contribution.

The stimulus package also makes it easier for local councils to secure low-interest, safe and secure infrastructure loans from TCorp, with councils previously ineligible for TCorp loans now able to access the Government's lending facility for the next six months. The criteria to access these loans will be in line with TCorp's credit criteria.

The Government is also placing a two-year moratorium on using TCorp loans for capital works on council chambers and administration buildings to ensure infrastructure projects directly benefit local residents and businesses.

Councils that are a member of a joint organisation (JO) will need to continue to support that JO's continued operations, including with necessary funding contributions, for the next two years.

Options

Each member council is required to advise the OJO at the meeting on the 29 May 2020 as to their decision to remain as part of the OJO.

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Financial Considerations

Warrumbungle Shire Council's membership contribution fee for 2019/2020 was \$15,901. The 2020/2021 membership fee will need to be determined based on how many Council's resolve to remain or leave membership of the OJO.

The amount to be provided to Warrumbungle Shire Council for the increase in the ESL for 2020-21 is \$323,307 (less funds WSC is to provide to Gilgandra Shire under the Castlereagh Zoning Agreement).

Attachments

1. Agenda Orana Joint Organisation board meeting held on Tuesday 7 April 2020.
2. Minutes of the Orana Joint Organisation board meeting held on Tuesday 7 April 2020.
3. Minutes of the Orana Joint Organisation board meeting held on Friday 24 April 2020.

RECOMMENDATION

That Council:

1. Notes the minutes of Orana Joint Organisation meetings held on 7 April 2020 and 24 April 2020.
2. Warrumbungle Shire Council commits to remaining being a member of the Orana Joint Organisation for the next two financial years (2020-21 and 2021-22)..

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Item 7 Council Resolutions Report May 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, May 2020

RECOMMENDATION

That the Council Resolution Report for May 2020 be noted for information.

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Item 8 Revotes Report

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.

Background

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

RECOMMENDATION

That the Revote Report be noted for information.

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Item 9 Community Consultation Meetings

Division:	Corporate and Community Services
Management Area:	Children's and Community Services
Author:	Personal Assistant to Director Corporate and Community Services – Kira Alexander
CSP Key Focus Area:	Governance and Finance
Priority:	GF2 the demographic makeup of the community is well-represented in local activities, service delivery and decision-making

Reason for Report

To present draft Minutes from the Community Consultation Meetings held in March 2020 to Council.

Background

In March 2020, Council conducted a series of Community Consultation Meetings across the Shire. Meetings were held in:

- Monday, 9 March 2020 5:30pm Memorial Hall, Goolhi
- Tuesday, 10 March 2020 5:30pm Memorial Hall, Baradine
- Wednesday, 11 March 2020 5:30pm Memorial Hall, Binnaway
- Monday, 16 March 2020 5:30pm Council Chambers, Coolah
- Tuesday, 17 March 2020 5:30pm Memorial Club, Mendooran

Issues

Due to the emergence of Coronavirus and the unprecedented COVID-19 social distancing restrictions, the final (2) two meetings scheduled for Coonabarabran on 23 March 2020 and Dunedoo on 24 March 2020 were postponed until restrictions are lifted.

As per the Terms of Reference for Community Consultation Meetings, as endorsed by Council at the May 2019 Council Meeting, Minutes of Community Consultation Meetings will be recorded and submitted to the Council Meeting for endorsement before being circulated and available on the Warrumbungle Shire Council website.

Once Meeting Minutes have been endorsed by Council they will be circulated to meeting attendees no later than two (2) weeks following the Council Meeting.

Minutes endorsed and circulated will be draft Minutes until confirmed at the next round of Community Consultation Meetings which are expected to be held in October 2020, excepting for Goolhi which is expected in March/April 2021.

Attachments

1. Goolhi Community Consultation Meeting – Minutes
2. Baradine Community Consultation Meeting – Minutes

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3. Binnaway Community Consultation Meeting – Minutes
4. Coolah Community Consultation Meeting – Minutes
5. Mendooran Community Consultation Meeting – Minutes

RECOMMENDATION

That Council:

1. Note the report on the draft Minutes from the Community Consultation Meetings held in March 2020 for Goolhi, Baradine, Binnaway, Coolah and Mendooran.
2. Note that meetings at Coonabarabran and Dunedoo have been postponed due to the COVID-19 pandemic.
3. Note that the draft Minutes from the Community Consultation Meetings held in March 2020 will now be released to meeting attendees and on Council's website.

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Item 10 Macquarie Regional Library (MRL) draft Budget Papers for 2020/21

Division:	Corporate and Community Services
Management Area:	Community Services
Author:	Director Corporate and Community Services Kim Parker
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI2 The long-term wellbeing of our communities is supported by ongoing provision of high quality health and aged care, education, policing and public safety, child, youth and family support, environmental protection and land management.

Reason for Report

Macquarie Regional Library (MRL) has forwarded to Council the draft MRL Budget Papers for 2020/21 and draft MRL Public Exhibition documents for Council's information and agreement.

Additionally, this report is to provide an update in relation to Council's resolution 236/1920 as follows:

Item 19 Macquarie Regional Library Committee and Library Services Delivery 236/1920 RESOLVED that Council:

2. *Requests a further report on the Library Services delivered within Warrumbungle Shire Council area, including:*
 - i. *Examining the ability to join another Regional Library Service that has far more member councils and a likely to lower shared operational costs.*
 - ii. *Examining the provision of Library Services outside a Regional Library arrangement.*
 - iii. *Examining alternatives for the delivery of library services to the smaller towns*

Issues

The Macquarie Regional Library (MRL) has provided copies of the relevant draft Operational Budget 2020/21 that are currently on Public Exhibition via Dubbo Regional Council closing Friday 29 May 2020.

The budget contributions required of Council of \$550,440, indicated within the documents, are consistent with the MRL Service Agreement signed by Council for the 3 years 1 July 2018 to 30 June 2021. These being Annual Contribution \$190,539, Book Contribution \$28,581 and Salary Component Reimbursement \$331,320 respectively (page 1 Macquarie Regional Library estimated detailed Financial Statements).

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In regard to the examination of options referred to in Council Resolution 236/1920 the following can be advised:

- All the current library offices and service points in Warrumbungle Shire are closed due to the Covid-19 concerns and likewise in adjoining Council areas normal service provision and structures have been disrupted.
- Discussions have informally taken place with a number of adjoining Council Library Services (Mid Western and Gunnedah), the co-operative Northern-Western (based at Warren) and the Central Northern Regional Library based at Tamworth. In three of the cases a formal request has been made to advance consideration in greater detail. It is expected that this will occur over the coming months.

Financial Considerations

The budget contributions required of Council of \$550,440, indicated within the documents, are consistent with the MRL Service Agreement signed by Council for the 3 years 1 July 2018 to 30 June 2021.

Attachments

1. Macquarie Regional Library estimated detailed Financial Statements.
2. Macquarie Regional Library draft Budget Papers 2020/21.

RECOMMENDATION

That Council:

1. Notes the report on the Macquarie Regional Library (MRL) draft Budget Papers for 2020/21 and the draft MRL Public Exhibition documents for Council's information;
2. Notes the update information in regard to other Library Service delivery other than the current Macquarie Regional Library services; and
3. Agrees to the draft Macquarie Regional Library (MRL) draft Budget Papers contributions for 2020/21 and advise MRL of Council's agreement.

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Item 11 Youth Strategy development update and other Youth Activities within the Shire

Division:	Corporate and Community Services
Management Area:	Community Services
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

To update Council on progress and activities in relation to youth within the shire.

Item 16 Youth Strategy 374/1819 RESOLVED that Council:

- 1. Identify suitable sources of external funding and make applications for funding for the development of a Youth Strategy; and*
- 2. Progress with the development of a Youth Strategy only if an appropriate level of funding can be secured for this purpose.*

Background

Council is endeavouring the development of a Youth Strategy Plan and has sought grant funding to complete this process as per Council Resolution 374/1819, so far without success, and no situational analysis, project scoping or action plan had yet been undertaken. And though a number of councillors have identified the Youth related area as important no ongoing funding has been allocated towards this area, other than the continued support of the Targeted Earlier Intervention (TEI) Program to replace the Youth Development Program.

In the case of the last Stronger Country Community Grant Application (could be utilised over 3 years), the idea to provide funding to each of the Community Progress Associations similar to the Community Development Officer funding to target Youth across the Shire, was also canvassed to Council as a potential project, but other projects were determined to have greater organisation benefit at the time. However, separately the Binnaway Progress Association has gained funding under the same Grant to recruit a Binnaway focussed local Youth Worker.

The Youth Services activities in 2018/19 consisted of:

- Youth Development Program and the Transition to Targeted Earlier Intervention (TEI) or Community Hub Program and the rename of the part-time (4 days/week) Youth Development Program Officer to Community Services Connections Officer (CSCO),
- National Youth Week,
- Living Well Together Project,
- Youth Strategy Plan, and

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- Support for other service providers.

The Youth Development Program continued to actively engage and empower the youth of our Shire through a variety of programs, activities and initiatives under the Department of Justice and Communities Community Builders Program, (previously Department of Family and Community Services). In addition, it was a period of transition, research and the early stages of implementation of the Targeted Earlier Intervention (TEI) Program to replace the Youth Development Program. This TEI Program is directed at improving connections across the Shire and through a variety of service providers utilising Community Hub structures, such as the one so far set up operating out of Dunedoo on a fortnightly basis.

The Living Well Together Project in Baradine which supported and upskilled local young people finalised in December 2018. Over the 2 year period the Project organised 28 activities and 14 Skills Training Programs for a total of 1,010 participants, of which 15 local young people attained their Driver's Licence and 16 gained employment directly linked to the training programs provided.

The 2018 National Youth Week provided the opportunity to celebrate young people's contribution to our Shire with 680 young people participating in 12 activities across the Shire.

Strong partnerships and collaborations continued through the ongoing support of local agencies, organisations, schools and community groups ensuring seventy one (71) community events and activities were provided across the Shire for 1,800 young people. Some examples include activities out of Coonabarabran Sport and Recreation Centre, High School related programs, Student Traineeships and School Holiday Programs such as Vacation Care.

The Youth Services activities in 2019/20 have consisted of:

- December 2019/ January 2020 – Council applied for and was successful in making application to provide Youth related activities during January 2020. A number of very successful activities were run in conjunction with Council's swimming pools.
- Alongside these activities in late December 2019, the Director Corporate and Community Services, the acting Manager of Community Services and the Community Service Connection Officer (CSCO) prepared a Drought Communities Grant Extension application to provide a \$150,000 program towards 'Building local pathways for rural young people in ongoing drought affected communities' and was successful in March 2020. It is expected that this funding, due to be expended by 31 March 2021, will be able to be used to engage youth, shire wide over the coming 9 months.
- February 2020 onwards: Manager of Community Services reappraised the likelihood of grant funding to complete a Shire wide Youth Strategy Plan as unlikely, and commenced development of a draft in-house Youth Strategic Plan 2020-2030, utilising previous youth activities information of the Community Service Connection Officer (CSCO). The Manager of Community Services and CSCO developed an action plan that consisted of youth stakeholder consultations/ interviews with youth at local shows. Several occurred at Dunedoo, Baradine and Coonabarabran Shows. They were

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unable to complete the planned interviews due to cancellation of shows due to rainfall in Mendooran; and Covid impacts at Binnaway, and Coolah.

- Integrating the Warrumbungle youth responses to date and previous experiences the Manager of Community Services and CSCO developed in March 2020 a draft Youth Strategic Plan 2020-2030 towards further stakeholder consultation and progressing the draft towards Council review.
- Consideration is given to vulnerable youth across the Warrumbungle with the Suicide Prevention Yarn Connect and Domestic Violence community Groups. The CSCO and Manager of Community Services will liaise with those important agencies to incorporate strategies to help minimise impacts, and target vulnerable youth.
- Youth Week 2020 – the CSCO developed the 2020 Youth Week program for implementation across the Shire in consultation with Community Development Officers for 1-14 April. The events had to be cancelled due to Covid-19 impacts. However, the Manager of Community Services and CSCO were determined to identify an activity that would substitute for a lack of face to face events whilst maintaining a level of social engagement for youth, provide opportunities for creative expression, and, encourage some healthy competitive fun. Vivian Evans, Founder of Dark Sky Innovations, and experienced with the 'Goose Chase' application, was approached to facilitate, in partnership with Council, for the event from 1 April 2020. Upon review of the Covid-19 impacts, and an inability to reintroduce face to face activities for youth, the Goose Chase activity has been extended until 31 May 31st. Further details can be found at www.facebook.com/darkskyinnovations if required.

Issues

The Manager of Community Services and Community Service Connection Officer together will facilitate a Youth Engagement Survey, engaging Survey Monkey (or similar) over the coming month, to further inform the development the Warrumbungle Shire Council Youth Strategic Plan 2020-2030. The draft will then be submitted for consideration by Council.

RECOMMENDATION

That Council note the report on the Youth Strategy development and other youth related information.

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Item 12 Quarterly Budget Review Statement for the 3rd Quarter Ending 31 March 2020

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 March 2020 including information regarding the supplementary vote requests.

Summary

The 3rd 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 3rd 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 March 2020 (Part 9)
- A Loan Movement Schedule (Part 11)
- Status of relevant budget related outstanding Council Resolutions (Part 14)

Report

The 3rd Quarterly Budget Review Statement shows that Council's consolidated revised income budget for the 2019/20 financial year is \$46,669,594. Expenses from continuing operations are projected to be \$41,536,688. This results in a projected consolidated operating result from continuing operations of \$5,132,906 surplus, (a QBRs3 improvement of \$2,710,283), as compared to \$2,422,622 consolidated deficit estimated up to QBRs2. The revised deficit, (before Capital Grants & Contributions), is \$1,305,868 as compared to \$2,122,000 estimated up to QBRs2.

This improvement from the original budget is mainly due to provision of RFS related capital grants allocation, sales proceeds of share in Southern Phone Company Ltd, Roads to Recovery grants, Drought Community Extension Fund 3 and Stronger Country Community Fund 3 grants, and a reduction in employee's costs and other expenses.

Council's 31 March 2020 year to date (YTD) actual consolidated result is a \$856,825 surplus including Capital Grants and Contributions and a decrease in cash of \$2.32M from \$17.74M to \$15.42M.

The corresponding General Fund 3rd Quarterly Budget Review Statement figures are a revised income budget for the 2019/20 financial year of \$40.42M. Expenses from continuing operations are projected to be \$35.28M. This results in a projected operating surplus from continuing operations of \$5.14M.

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Council's General Fund (excluding Water & Sewer Fund) 31 March 2020 year to date (YTD) actual result is \$0.51M surplus including Capital grants and Contributions of \$1.6M (General Fund budgeted Capital Expenditure is \$18.59M).

Council's projected unrestricted cash and investments balance is \$1.2M as at 31 March 2020.

Significant actual items to note from the QBRs include:

- User charges and fees are \$3.3m, or 47% under the full year budget.
 - Part of the reason for this shortfall was that the 3rd Quarter Water Billing was completed in April after which the actual against budget was at 75%, hence this part of user charges and fees is on track for the year end.
 - The Quarry Revenues are a different matter and at 31 March 2020 was at 43% of year end budget. However, this area was subject to a separate report to the April 2020 Council Meeting. In that report it was noted that as at 31 March 2020 the surplus on Quarry Operations was \$27,144 and that with the sales of existing stockpiles the budgeted net surplus result of \$77,675 will go close to being met, however, both the Operating Expenditure and Income figures for the Quarry will be reduced.
- Operational Grants and Contributions are lower than the full year budget by \$7.9m, or 47% under the full year budget. The main items are:
 - FAGs grant is under budget by \$4.6m – this is expected to be received by year end.
 - Roads to Recovery funding is under budget by \$786K – this is expected to be received by year end.
 - Children and Community funding is under budget by \$765K – this is expected to be received by year end. Currently, the year end assessment is as follows:
Community Transport – Is on target for a 'net balanced result, Multiservice Outlet – Is on target for a 'net balanced result, Connect 5 – may expect a small surplus, Youth Development - Expect in surplus because of extra programs and for OOSH and Yuluwirri Kids – was of concern until NSW Govt announcement - still to see details NSW support.
 - The remaining grants of \$1.749m are also expected to be received by year end.
- Capital grants income is currently 74% under budget at this time at \$4.7m due to the following items and these are expected to be received by year end.
 - RFS - Capital Grants (\$1.2m), this is based on yearly allocation from RFS and will be journalled at year-end;
 - Local Roads - Capital Grant (\$975k) – this is expected to be received by year end.
 - Regional Roads - Capital Grant (\$1.4m) – this is expected to be received by year.
 - The remaining grants of \$1.125m are also expected to be received by year end.

Further information is provided in the 3rd Quarterly Budget Review Statement (*Attachment 1*).

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Supplementary Vote Requests

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

Table 1a: Supplementary Vote Request Variations

Description	Revenue	Operational Expenditure	Capital Expenditure	Net Impact on Budget	Comments
General Fund					
General Revenue					
Interest Revenue	(102,000)	-	-	(102,000)	Reduce budgeted interest on investments due to continuing reduced interest rates throughout the year which further deteriorated because of COVID-19
Total General Revenue	(102,000)	-	-	(102,000)	Negative Impact
Executive					
General Manager					
Management and Leadership	-	(139,596)	-	(139,596)	Increase legal expenses budget - TRRRC (Actual expenses till 31/03/2020 was \$383,334)
Governance	106,413	(106,413)	-	-	Budget for Drought Extension 3: Drought relief community events (WO 2231) and Dark Sky Awakening Festival Seed (WO 2257)
Learning and Development Services	51,403	-	-	51,403	Place StateCover incentive payment into restricted assets for programs in 2020/21.
Total General Manager	157,816	(246,009)	-	(88,193)	Negative Impact
Total Executive	157,816	(246,009)	-	(88,193)	Negative Impact
Technical Services					
Road Operations					
Regional Roads M&R	96,500	-	-	96,500	Remaining Alison Bridge grant funds received on final acquittal, completed in 2018 (WO1023).
Local Roads M&R	2,138,169	(208,120)	-	1,930,049	Roads to Recovery allocation \$1.9M - increased by \$0.4M to \$2.3M. In addition, flood damage grant and OpEx \$208,120
Aerodromes	65,244	-	-	65,244	Account for grants received for (1) WO2013 - Baradine Aerodrome Fence Replacement and (2) WO2014 - Coonabarabran Aerodrome Fence Replacement
RMCC and Other Road Contracts	(1,522,475)	1,490,278	-	(32,197)	Budget reduced from \$3.5M to \$2M.
Private Works	40,654	(52,000)	-	(11,346)	Reduced private works due to other works receiving priority.
Total Road Operations	818,092	1,230,158	-	2,048,250	Positive Impact

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Description	Revenue	Operational Expenditure	Capital Expenditure	Net Impact on Budget	Comments
Urban Services					
Urban Services Management	(13,490)	11,600	-	(1,890)	Reduced private works - Section 67 due to drought conditions.
Horticulture	406,637	-	(406,637)	-	Account for in budget WO 2018 - Neilson Park Well (DCF) - \$8,500; and allocation for Stronger Country Community Fund 3 grants for the following projects: - WO 2249, Shade for Dunedoo Playground and Skate Park (\$60,000) - WO 2250, Coonabarabran Stop and Play (\$278,137); and - WO 2251, Mendooran Park Playground (\$60,000)
Ovals	429,979	-	(456,979)	(27,000)	1) Drought Extension 3 allocation to: - WO 2232, Mendooran Sports Ground Fence (\$95,000) - WO 2238, Basketball Court Refurbishment - Coonabarabran (\$127,000 - \$27,000 to be contributed by Council resulting in lower revenue than capital expenditure) - WO 2243, Steel shade structure over the Binnaway Skate Park (\$35,000) 2) Stronger Country Community Fund 3 allocation to WO 2248, Coolah Skate Park \$199,979
Town Streets	104,236	-	(103,472)	764	WO 2226 - Shared Path in Cowper/Cassilis Street - \$208,472. 50% from TfNSW, 50% from Council (Capex \$103K is the net impact of total project cost \$208k less budget reallocation of \$105k from other projects to make up for Council's contribution for this project)
Public Swimming Pools	(14,828)	-	-	(14,828)	Pool Entry Fees - reduction over the original budget provision.
Total Urban Services	912,534	11,600	(967,088)	(42,954)	Negative Impact
Property					

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Description	Revenue	Operational Expenditure	Capital Expenditure	Net Impact on Budget	Comments
Property	269,587	(217,000)	(102,587)	(50,000)	1) Increase in revenue is the net impact of: - reduction in rental income by \$24,000 due mainly to COVID-19 and increase in user charges by \$30,000; and - account for grants relating to Drought Ext 3 funded OpEx projects \$191,000 2) Increase in operational expenditure is due to: - additional legal and contractual cost \$6,000; and - drought ext 3 funded projects i.e. (1) WO 2235 New amenities building - Binnaway Jockey Club \$59,000, (2) WO 2239, Binnaway Bowling Club \$18,000; and (3) WO 2242 Community Hall Development - Progress Association \$114,000 3) Capex project - WO 1022, Disabled access Coolah Office - budget increased based on drought Ext 3 grant funding \$72,587 and Council's contribution
Cemetery Services	21,000	-	-	21,000	Grant received relating to Youth Activities SP - WO 2024
Public Halls	568,943	-	(170,000)	398,943	Account for: 1) Revenue budget includes Drought Ext 3 allocation and other grants received 2) CapEx budget includes following Drought Ext 3 funded projects: - WO 2234, Purlewaugh Mechanics Institute Renewal \$100,000 - WO 2236, Painting Exterior Baradine Memorial Hall \$70,000
Total Property	859,530	(217,000)	(272,587)	369,943	Positive Impact
Total Tech Services	2,590,156	1,024,758	(1,239,675)	2,375,239	Positive Impact
Development Services					
Development Services Management					
Development Services Management	(212,525)	212,525	-	-	Private Works - Section 68 - reduction due to Orders not yet been completed.
Town Planning	(15,000)	-	-	(15,000)	Section 149 Certificates (EPA Act) related revenue reduction due that may be attributed to COVID-19.
Total Development Services Management	(227,525)	212,525	-	(15,000)	Negative Impact

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Description	Revenue	Operational Expenditure	Capital Expenditure	Net Impact on Budget	Comments
Regulatory Services					
Compliance Services	(15,000)	-	-	(15,000)	Animal Infringements & Fines - reduction in expected revenue.
Total Regulatory Services	(15,000)	-	-	(15,000)	Negative Impact
Development and Tourism					
Tourism and Development Services	42,025	-	(44,000)	(1,975)	Account for: 1) Revenue budget includes Drought Ext 3 allocation and other grants received 2) Capex budget includes WO 2233, Digital Signage at Coonabarabran VIC - installed \$44,000 (\$30,000 funded from Drought Ext 3 grant and \$14,000 Council's contribution)
Total Development and Tourism	42,025	-	(44,000)	(1,975)	Negative Impact
Total Development Services	(200,500)	212,525	(44,000)	(31,975)	Negative Impact
Corporate and Community Services					
Corporate Services					
Finance	(85,000)	85,000	-	-	Legal expenses – debt collection cost budget has been reduced from \$183K to \$98K. In the revenue, corresponding legal recoupment budget has also been reduced.
Communications and IT	-	-	(51,700)	(51,700)	Authority Software upgrade to version 7 (WO 1294) – funded from restricted assets.
Total Corporate Services	(85,000)	85,000	(51,700)	(51,700)	Negative Impact.
Children's and Community Services					
Children's and Community Services Management	50,000	(50,000)	-	-	Account for: Drought Ext 3 funded OpEx project., WO 2241, Rural Small Centre Workshops
Youth Development	150,000	(150,000)	-	-	Account for: Drought Ext 3 funded OpEx project., WO 2242, Building local pathways for rural young people in ongoing drought affected communities
Total Children's and Community Services	200,000	(200,000)	-	-	No Impact net impact.
Total Corporate and Community Services	115,000	(115,000)	(51,700)	(51,700)	Negative Impact
Total General Fund	2,560,472	876,274	(1,335,375)	2,101,371	Positive Impact
Warrumbungle Water					

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Description	Revenue	Operational Expenditure	Capital Expenditure	Net Impact on Budget	Comments
Interest Earned on Investments	(10,500)	-		(10,500)	Reduce budgeted interest on investments due to continuing reduced interest rates throughout the year which further deteriorated because of COVID-19
Water Administration		(34,000)		(34,000)	Contracts to progress implementation of DWMS Improvement Plan action items
Dams and Weirs		(15,000)		(15,000)	Update Manual - Requirement as per new Dam Safety Guidelines
Mains		(154,000)		(154,000)	Increased breaks due to ground movement following heavy rains after long drought
Reservoirs		30,000		30,000	Over allocated in FY19/20 budget
Pumping Stations		(65,000)		(65,000)	Drought: increased operation and energy costs for bore operations, particularly in Coonabarabran
Treatment Plants		(42,000)		(42,000)	Increased operational and maintenance expenditure due to: aged/failing telemetry system North; increased preventative maintenance that had previously been left unattended
Other		(141,000)		(141,000)	Water Services - Increased breaks due to ground movement following heavy rains after long drought
Miscellaneous Expenses - Water		(52,000)		(52,000)	Not enough budget allocated for Meter Readings when FY19/20 budget was prepared – last year's total ops expenditure is similar to this year's budget amount plus QBRS3 sup votes.
Bores Condition Assessment - Shire wide		-	(68,226)	(68,226)	OWUA project as per Council report. Council's share of the project is estimated to cost \$272,903 with a 25% contribution of \$68,226. (WO 2258)
Total Warrumbungle Water	(10,500)	(473,000)	(68,226)	(551,726)	Negative Impact to Warrumbungle Water bottom line.
Warrumbungle Sewer					
Interest Earned on Investments	(17,000)			(17,000)	Reduce budgeted interest on investments due to continuing reduced interest rates throughout the year which further deteriorated because of COVID-19
Total Warrumbungle Sewer	(17,000)	-	-	(17,000)	Negative Impact to Warrumbungle Sewer.
Total Warrumbungle Shire Council before Internal Plant Usage Adjustment	2,532,972 (a)	403,274 (b)	(1,403,601)	1,532,645	Positive Impact to Warrumbungle Shire Consolidated
Internal allocation of Plant Fleet Usage		(225,962) (c)		(225,962)	Negative Impact - Internal reduction of plant usage operating

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Description	Revenue	Operational Expenditure	Capital Expenditure	Net Impact on Budget	Comments
					income not matched by change in operating expenditure.
Total Warrumbungle Shire Council - Totals	2,532,972	177,312	(1,403,601)	1,306,683	Positive Impact to Warrumbungle Shire Consolidated of \$2,710,284 to Operating Statement and \$1,403,601 net impact to Capital Expenditure to give Total Net Positive Change to Budget of \$1,306,683.

Below is a reconciliation of the OPERATING RESULT (Table 1b) from continuing operations (including capital grant) between QBR3 to Revised Budget 2019/20 (refer Revised Budget Column of Part 3 Income Statement of QBR3 attachment to this report):

Table 1b - Reconciliation of the Operating Result

Description – Operating Result Changes	\$'000	\$'000
Brought Forward Operating Result from Continuing Operations – Original Budget		(30) Deficit
Revotes and QBR3 & 2 Improvement Adjustments		2,453
Revenue Budget – Supplementary vote QBR3 increase in income	2,533	<i>see (a) in above table 1a</i>
Operational Expenditure Budget – Supplementary vote QBR3 decrease in expenditure	403	<i>see (b) in above table 1a</i>
Internal reduction of plant usage in operating income not matched by change in operating expenditure.	(226)	<i>see (c) in above table 1a</i>
QBR3 Improvement to Income Statement	Subtotal	2,710
Consolidated Operating Result from Continuing Operations – Income Statement Budget		5,133 Surplus
<i>(or \$1,305,868 Net Consolidated Operating Result Deficit before Capital Grant & Contributions).</i>		

Financial Considerations

- The total amount of operating and capital expenditure supplementary vote requests from table 1a is an increase of \$1,226,289 (net impact of decrease in operating expenditure of \$177,312 and increase in capital expenditure of \$1,403,601); and
- For income, an increase of revenue of \$2,532,972.

This means a net consolidated impact on the 2019/20 budget being an increase or positive impact of \$1,306,683.

Quarry

The Quarry is still of concern following the results in 2018/19 and this area continues to be monitored by the Director of Technical Services.

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Rates and Annual Charges

Council levies rates and annual charges on an annual basis commencing in the month of July. Council 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.

In line with Council's resolution 343/1819 dated 21 March 2019, a further report on implementation of the Unpaid Rates and Charges – Debt Recovery Process is planned for Council's June 2020 meeting.

The Office of Local Government (OLG) recommends, via their accepted benchmark, 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.

The outstanding rates and annual charges ratio as at 31 March 2020 is 14.98%. The percentage is generally higher as at 31 March as compared to 30 June because of the due date of 4th instalment billing being 31 May, and therefore those 4th Quarter Rate Instalment payments are yet to be included.

Council's outstanding rates and annual charges ratios for the last six (6) financial years as per table 2a below are:

Table 2a: Rates and Annual Charges Outstanding Ratios Last Six Years

Year	Rates and Annual Charges Outstanding Ratio as at 31 March.	Rates and Annual Charges Outstanding Ratio as at 30 June.
2020 (to 31 March)	14.98%	Updated at year end.
2019	13.93%	10.22%
2018	10.63%	8.68%
2017	11.20%	7.91%
2016	11.50%	8.32%
2015	11.80%	8.44%

Table 2b: Rates and Annual Charges Outstanding Ratio

The proportion of rates and annual charges outstanding related to residential properties is 65%. 20% of outstanding rates and annual charges relates to farmland and 15% to business.

Table 2b provides an overview of outstanding rates and annual charges, as at 31 March 2020, by rate and / or charge type.

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Table 2b: 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 as at 31 March 2019 %	Outstanding Rates and Annual Charges %
General	821,485	8,144,725	(155,617)	(12,401)	52,009	3,977	8,854,178	(6,131,256)	2,722,922	69.25%	1,070,834	11.07%	12.09%
Water	344,845	1,887,394	(68,763)	(960)	16,323	-	2,178,839	(1,432,487)	746,352	65.75%	401,554	18.08%	18.43%
Sewerage	183,693	1,448,362	(49,823)	-	9,395	-	1,591,627	(1,088,794)	502,833	68.41%	223,510	12.99%	14.04%
Trade Waste	777	8,832	-	-	35	-	9,644	(7,645)	1,999	79.27%	626	8.34%	6.49%
Storm Water	18,627	105,181	-	(300)	951	-	124,459	(83,427)	41,032	67.03%	21,115	14.37%	16.97%
Garbage	385,470	2,122,620	(106,397)	(783)	17,646	-	2,418,556	(1,621,829)	796,727	67.06%	424,194	16.36%	17.54%
TOTAL RATES AND ANNUAL CHARGES	1,754,897	13,717,114	(380,600)	(14,444)	96,359	3,977	15,177,303	(10,365,438)	4,811,865	68.30%	2,141,833	13.07%	14.11%
Sewerage Access (Water Billing)	152,655	276,714	-	(214)	3,035	-	432,190	(230,534)	201,656	53.34%	65,057	23.82%	15.05%
Water Consumption	713,783	1,433,811	-	4,335	24,948	(1)	2,176,876	(1,179,794)	997,082	54.20%	470,482	19.33%	21.61%
Sewer Consumption	35,614	95,038	-	183	461	-	131,296	(89,597)	41,699	68.24%	12,484	13.23%	9.51%
Trade Waste Usage	12,851	40,391	-	286	87	-	53,615	(40,764)	12,851	76.03%	2,833	6.14%	5.28%
TOTAL WATER SUPPLY SERVICES	914,903	1,845,954	-	4,590	28,531	(1)	2,793,977	(1,540,689)	1,253,288	55.14%	550,856	19.22%	19.72%
GRAND TOTAL	2,669,800	15,563,068	(380,600)	(9,854)	124,890	3,976	17,971,280	(11,906,127)	6,065,153	66.25%	2,692,689	13.93%	14.98%

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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 March 2020 is satisfactory having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Responsible Accounting Officer

Attachments

1. 3rd Quarterly Budget Review Statement

RECOMMENDATION

That Council

1. Accept the third quarter Quarterly Budget Review Statement for the 2019/20 financial year, as presented;

2. Approve the variations as described in Table 1a; and

3. Note and accept the information provided on the status of the rates and annual charges for the period ending 31 March 2020.

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Item 13 Investment Policy Review and Update

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 seek Council endorsement of Council's reviewed and updated Investment Policy.

Background

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

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

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

To ensure that Council's Strategic Policies remain fit for purpose, Council reviews all its Strategic Policies within 12 months of each Local Government election. Council's current Investment Policy was endorsed on 19 April 2018 (Resolution No. 368/1718).

Review date

Next review date of the Investment Policy is proposed for January 2022.

Report

Due to the changing requirements, and to improve transparency and ease of understanding inherent risk in Council's investments, the Investment Policy has been reviewed and updated.

The following change (excluding formatting) is made to the current Investment Policy and was endorsed by the Executive Leadership Team on the 19 February 2020:

- Page 5 – a paragraph added before heading "Ethics and Conflicts of Interest" to read *"If any Council's investments are downgraded subsequently they will*

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be moved to another approved financial institution upon maturity or as soon as practicable. “

Financial Considerations

Whilst there are no direct financial considerations, the structure of the Investment Policy will directly influence the investments made and therefore the return on investments.

Attachments

1. Current Investment Policy endorsed by Council on 19 April 2018
2. Reviewed and updated Investment Policy

RECOMMENDATION

That Council:

1. Endorses the revised draft Investment Policy;
2. Places the draft revised draft Investment Policy on public exhibition for a minimum of 28 days and invites Public submissions; and
3. Considers any Public Submissions prior to the adoption of the revised draft Investment Policy.

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Item 14 Investments and Term Deposits – month ending 30 April 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, \$3,000,000 worth of term deposits matured, earning Council a total of \$24,083.84 in Interest.

In April, there were no placements made.

The balance of the term deposits at the end of the month was \$8,500,000.

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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, \$5,753.23 interest was earned on the balances in the accounts and net transfers of \$479,700.01 were made from these accounts resulting in a month end balance of \$2,826,834.15.

Income Return

The average rate of return on Investments for the month was 1.28% which exceeded Council's benchmark Bank Bill Swap Rate (BBSW) of 0.10% by 1206 points or 1.18%.

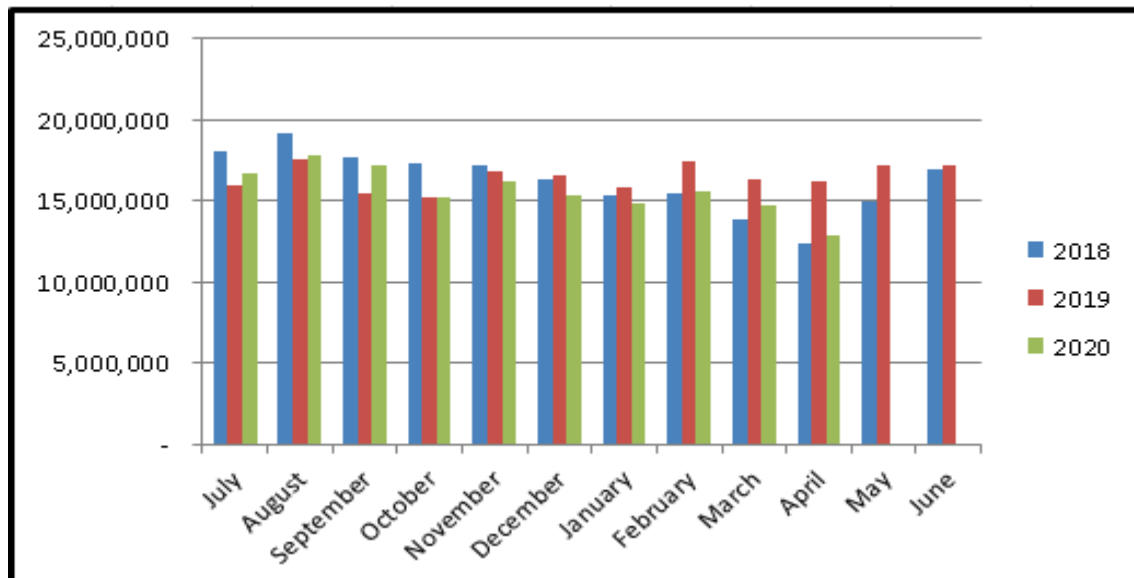
Council's full year budget for 2019/2020 for interest is \$378,977. At the end of April the amount of interest received and accrued should be around 83.33% of the total year budget, ie, \$315,814.17. On a year to date basis, interest received and accrued totals \$226,768.69 which is 59.84% of the annual budget. Interest rates have been steadily dropping during the past twelve months resulting in lower interest revenue and this is expected to continue for at least the next 6 to 12 months. A recommendation is being made to Council as part of the 3rd Quarterly Budget Review Statement (QBRS) to reduce the expected interest on investment budget to match current estimations.

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, as at 30 April 2020, Council had a cash at bank balance of \$1,532,786.78.

Graph by Month Investments



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Table 1: Investment Balances – 30 April 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%	115,364.18
ANZ		At Call	at call	ADI	ADI	0.75%	8,945.15
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	1.14%	1,672,307.61
CBA At Call		At Call	at call	ADI	ADI	0.20%	1,028,316.73
Sub-Total							2,826,834.15
Term Deposits							
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
NAB	10-Mar-20	09-Jun-20	91	ADI	ADI	1.40%	1,000,000
NAB	30-Mar-20	27-Aug-20	150	ADI	ADI	1.33%	1,000,000
AMP	30-Mar-20	28-Sep-20	182	LMG	LMG	1.85%	1,000,000
Sub-Total							8,500,000
Total							11,326,834.15

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	95,049.19		20,314.99	115,364.18
ANZ	8,959.34	0.81	(15.00)	8,945.15
Regional Australia	1,545.96			1,545.96
T Corp IM Cash	1,668,077.78	4,229.83		1,672,307.61
CBA At Call	1,526,794.14	1,522.59	(500,000)	1,028,316.73
Total at call	3,300,780.93	5,753.23	(479,700.01)	2,826,834.15
NAB	1,000,000.00	8,709.59	(1,008,709.59)	
NAB	1,200,000.00	8,676.16	(1,208,676.16)	
NAB	800,000.00	6,698.09	(806,698.09)	
CBA	1,000,000.00			1,000,000.00
NAB	1,000,000.00			1,000,000.00
CBA	1,000,000.00			1,000,000.00
ANZ	1,000,000.00			1,000,000.00
ANZ	1,500,000.00			1,500,000.00
ANZ	1,000,000.00			1,000,000.00
MAQ	1,000,000.00			1,000,000.00
AMP	1,000,000.00			1,000,000.00
Total Term deposits	11,500,000.00	24,083.84	(3,024,083.84)	8,500,000.00
Total	14,800,780.93	29,837.07	(3,503,783.85)	11,326,834.15

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	1,672,307.61	14.76%	33.30%	Compliant
	Total Prime	1,672,307.61	14.76%	100.00%	Compliant
ANZ	ADI	3,008,945.15	26.56%	33.30%	Compliant
CBA	ADI	2,028,316.73	17.91%	33.30%	Compliant
NAB	ADI	2,115,718.70	18.68%	33.30%	Compliant
	Total ADI	7,152,980.58	63.15%	100.00%	Compliant
MAQ	UMG	1,500,000.00	13.24%	33.30%	Compliant
	Total UMG	1,500,000.00	13.24%	100.00%	Compliant
RAB	LMG	1,545.96	0.01%	10.00%	Compliant

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AMP	LMG	1,000,000.00	8.83%	10.00%	Compliant
	Total LMG	1,001,545.96	8.84%	10.00%	Compliant
	Grant Total	11,326,834.15	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 accept the Investments Report for the month ending 30 April 2020 including a total balance of \$12,859,620.93 being:

- \$2,826,834.15 in at call accounts.
- \$8,500,000.00 in term deposits.
- \$1,532,786.78 cash at bank.

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Item 15 Classification and Categorisation of Crown Reserves

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Recreation and Open Space
Priority:	R02 National parks and reserves in and around the Shire need to be well maintained and accessible in the long term for recreational activities.

Reason for Report

The purpose of this report is to classify and categorise Crown Land Reserves.

Background

Council will be aware from reports in June 2018 and December 2018 that the Crown Land Management Act 2016 requires Councils to manage Crown Reserves.

Crown Lands NSW has identified 71 Crown Reserves that must be managed by Council. The management process includes classification of the Reserves as either Community Land or Operational Land. In accordance with Section 36 of the Local Government Act, land that is classified as Community Land must then be categorised as one or more of the following:

- a) a natural area
- b) a sportsground
- c) a park
- d) an area of cultural significance
- e) general community use.

The management process also involves preparing a Plan of Management (PoM) for Crown Reserves regardless of their classification.

Classifying Crown Reserve as Operational Land is only possible upon approval from the Minister and Council's case must be compelling for an approval to be granted.

A Consultant has been engaged to assist Council with the task of describing each Crown Reserve and for preparing a PoM. Each Crown Reserve has been listed in a table which includes description of purpose and suggested classification and category, and this table along with maps is provided in Attachment 1.

Issues

The table in Attachment 1 also briefly describes justification for the proposed classification and categorisation of each Crown Reserve. The description covers potential issues such as existing use; endangered or threatened ecological communities, cultural heritage items and significant natural areas.

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Options

Council may wish to review each Crown Reserve and change either the proposed classification or categorisation. The Crown Lands Office must be notified of Council's recommended classification and categorisation of each Crown Reserve before a PoM is prepared.

Financial Considerations

A grant of \$90,000 has been received from the Office of Local Government to complete the task of preparing Plans of Management. To date, no invoices from the Consultant have been received.

Attachments

1. Crown Land Reserves – table of descriptions and maps.
2. Business Paper Report 21 June 2018 – Commencement of Crown Land Management Act 2016
3. Business Paper Report 13 December 2018 – Council Crown Land Funding Support Program

RECOMMENDATION

That Council:

1. Endorse initial Classification and Categorisation of the following Crown Land Reserves:

Reserve No	Categorisation	Classification
89960	P	Community – Park
68452	GCU/P	Community – General Community Use/Park
65440	GCU	Community – General Community Use
90694	P	Community – Park
36127	CS	Community – Area of Cultural Significance
31715	P	Community – Park
51177	P	Community – Park
81773	GCU	Community – General Community Use
83250	P	Community – Park
11	P	Community – Park
14138	P	Community – Park
49164	P	Community – Park
520072	P	Community – Park
56732	P	Community – Park
86082	P	Community – Park
88128	P	Community – Park
88348	P	Community – Park
89680	P	Community – Park
90768	P	Community – Park
46646	S	Community – Sportsground
47760	S	Community – Sportsground

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Reserve No	Categorisation	Classification
89626	NA	Community – Natural Area – Bushland
96923	GCU	Community – General Community Use
97723	P	Community – Park
86105	P	Community – Park
89668	P	Community – Park
1997	P	Community – Park
91389	P	Community – Park
92335	P	Community – Park
97307	P	Community – Park
47862	GCU	Community – General Community Use
76398	P	Community – Park
86978	P	Community – Park
91071	P	Community – Park
53797	P	Community – Park
68100	P	Community – Park
81962	P	Community – Park
89588	P	Community – Park
520049	GCU	Community – General Community Use
85661	GCU/P	Community – General Community Use/Park
90681	P	Community – Park
87118	GCU	Community – General Community Use
95872	GCU	Community – General Community Use
98063	P	Community – Park
1591	P	Community – Park
1592	P	Community – Park
73370	P	Community – Park
77108	P	Community – Park
85682	GCU	Community – General Community Use
76877	P	Community – Park
78473	P	Community – Park
80278	P	Community – Park
97167	GCU	Community – General Community Use
1205	P	Community – Park

Legend: NA – Natural Area
S – Sportsground
P – Park
CS – Cultural Significance
GCU – General Community Use

2. Submit a Classification of Crown Land as Operational Land form to apply for Ministerial consent to classify the following Crown Reserves as Operational Land:

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Reserve No	Known As	Categorisation
85378	Bandulla Rubbish Depot	GCU
86971	Rubbish Depot (closed in 2004)	GCU
120056	Baradine Bushfire Brigade & Rescue Station	GCU
120110	Rifle Range	NA
44862	Night Soil Depot	GCU
51266	Coolah Waste Transfer Depot	GCU
65210	Coolah Night Soil Depot	GCU
44885	Rifle Range (Part)	P
86997	Rubbish Depot	GCU
69283	Mendooran Night Soil Depot	GCU
69431	Rubbish Depot	GCU
120081	Uarbry Rubbish Depot	GCU
86771	Rubbish Depot	GCU
69528	Rubbish Depot	GCU
60139	Sanitary Purposes, Binnaway	GCU
73778	Rubbish Depot, Craboon Village	GCU

Legend: NA – Natural Area
S – Sportsground
P – Park
CS – Cultural Significance
GCU – General Community Use

3. In accordance with Section 3.23 of the Crown Land Management Act 2016, notification be provided to the Minister of Council's categorisation of Crown Reserves shown in recommendations 1 and 2.

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Item 16 Update Report - Coonabarabran Mungindi Road Upgrade Project

Division:	Technical Services
Management Area:	Technical Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and services
Priority:	P13 Roads throughout the Shire are safe, well-maintained and appropriately funded.

Reason for Report

The reason for this report is to review the current status of the Coonabarabran Mungindi Road Upgrade Project for Council Resolution No 198/1819 and determine if further action should be taken.

Background

A report on the Coonabarabran Mungindi Road project was considered by Council on the 15 November 2018 (see *Attachment 1*) and the following resolutions were made:

'198/1819 RESOLVED that:

- 1. Funding submissions are prepared for the Coonabarabran Mungindi Road Upgrade Project subject to a partnering agreement with both Walgett Shire Council and Narrabri Shire Council.*
- 2. The objective for Warrumbungle Shire Council in any funding submission made for the Coonabarabran Mungindi Road Upgrade Project is to upgrade the road between Coonabarabran and Baradine to road train access standard.*
- 3. A budget allocation of \$15,000, funded from the Regional Roads Block Grant, is made for the cost of preparing funding submissions for the Coonabarabran Mungindi Road Upgrade Project.'*

Issues

A partnering agreement has not been reached between the three Councils. Narrabri Shire Council has indicated that their road upgrade priorities lay elsewhere and Walgett Shire Council did not respond to Council's invitation. It is understood that several sections of the road between Pilliga and Collarenebri in Walgett Shire have recently been sealed.

To access funding for the works, the upgrade project must be 'shovel' ready. A concept design or even a detailed scope of works for upgrading the Warrumbungle section of the route has not been completed. A general description of the scope of works was provided in the 15 November report, *"The 2013 report described the scope of works as "Rehabilitation of existing seal, realignment of high embankment and widening of shoulders to 1.5m both sides plus a full width pavement overlay of*

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150mm. 7.5km requires rehabilitation between Gwabegar and Baradine, 30.0km between Baradine and Coonabarabran” (Western NSW, Regional and Local Road Plan, February 2013).” This description alone is unlikely to be successful in a funding application with either the State Government through the Fixing Country Roads Programme, or the Australian Government through the Heavy Vehicle Safety and Productivity Programme.

In relation to NSW Government grant programs, the Minister for Regional Transport and Roads, the Hon Paul Toole recently advised the Mayor (see Attachment 2) that funding assistance may be available under either ‘Fixing Country Roads, Fixing Local Roads and REPAIR Programs’.

Funding under the Fixing Local Roads is limited and Council has previously determined priorities for the five (5) year life of this program. While detailed concept plans are not required for the REPAIR Program, funding here is limited to \$400,000 per year.

Options

In relation to the resolution made by Council on the 15 November 2018, Council may want to continue to seek a partnering agreement with both Narrabri Shire Council and Walgett Shire Council, or Council may want to abandon the resolution. If the resolution is abandoned, Council may want to continue to seek funding to have the road between Coonabarabran and Baradine upgraded to a standard suitable for road train access.

Council may wish to progress the Baradine Road Upgrade Project in a two step process by refining the scope of works and then developing design plans to concept stage. The assistance of a consultant will be required to develop the project to design stage particularly for the task of developing a scope of works.

Financial Considerations

It has previously been reported that the cost of upgrading the road between Coonabarabran and Gwabegar is around \$13,125,000. The cost of refining the scope of works and then preparing concept designs to upgrade the road between Coonabarabran and Baradine has not been determined.

Attachments

1. Business Paper Report 15 November 2018 – Coonabarabran Mungindi Road Upgrade Project.
2. Letter from Minister for Roads dated 23 April 2020 – Coonabarabran Mungindi Road Upgrade Project.

RECOMMENDATION

That:

1. Council Resolution No 198/1819 of 15 November 2018 seeking funding for the Coonabarabran to Mungindi Road be abandoned by Council.
2. A report be prepared on the cost of preparing concept designs for a project to upgrade the road between Coonabarabran and Baradine to road train access standard.

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Item 17 Management of Roadside Vegetation

Division:	Technical Services
Management Area:	Technical Services
Author:	Manager Projects – Kumar T Satkumaran and Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI 3 Roads throughout the shire are safe, well-maintained and appropriately funded.

Reason for Report

This report provides information and options on the management and control of roadside vegetation.

Background

Council at its meeting on 19 March 2020 resolved the following:

***'346/1920 RESOLVED** that Council 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.'*

Roadside vegetation management includes a range of management practices including those referred to in Council's resolution. The management of overhanging trees, new tree growth and roadside slashing are tasks undertaken by staff or contractors. The removal of fallen timber is not generally an activity undertaken by Council unless the timber has fallen within travel lanes or roadside safety clear zones. The removal of timber from road reserves for reasons other than road safety or road drainage is subject to a range of environmental laws.

The tasks of removing overhanging trees, removing new tree growth and roadside slashing on local rural roads and regional roads are currently undertaken on an as required basis. That is, there is no formalised intervention or frequency targets set for these tasks. Removal of new tree growth and roadside slashing are tasks confined to sealed roads as maintenance grading is used to control new tree growth on unsealed roads, while removal of overhanging trees is undertaken on both sealed and unsealed roads. The height of roadside grass is assessed when sealed road inspections are undertaken, however the presence of new tree growth is not assessed or recorded. The task of assessing and removal of overhanging trees is generally undertaken by qualified contractors. The tasks of removing new tree growth either from roadside drainage channels or from road shoulders, is generally undertaken by Council staff. The task of roadside slashing is undertaken by Council staff.

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Issues

The management of road reserves is governed by the Roads Act 1993 and the Local Government Act 1993 and a range of other environmental legislation as shown in Attachment 1. Section 88 of the Roads Act states *“A roads authority may, despite any other Act or law to the contrary, remove or lop any tree or other vegetation that is on or overhanging a public road if, in its opinion, it is necessary to do so for the purpose of carrying out road work or removing a traffic hazard.”* This means that the Council “as the Road Authority” of the roads under its jurisdiction has the authority to remove or lop any tree, or clear vegetation on the road reserve, that pose a hazard to traffic.

In relation to compliance with environmental legislation, the process of vegetation identification, impact assessment and implementation of control measures is best done through a Roadside Vegetation Management plan. Once adopted by Council a vegetation management plan not only covers activities on rural road reserves undertaken by Council, it also covers activities by individuals, community groups and commercial operators. For example, a Roadside Vegetation Management plan will outline the locations and processes to be undertaken by commercial seed collectors. Local Government NSW has published model guidelines and a management plan framework for development and implementation of a Roadside Vegetation Management plan. Councils that have developed a plan include Parkes Shire, Orange City, Bathurst City and Mid Western Regional. Without such a plan being in place individuals cannot collect firewood or seeds. Such a plan must be undertaken by a qualified person doing an environmental assessment.

Options

In relation to management and control of overhanging trees, Council may wish to continue to rely on identifying hazardous trees by staff during routine road inspections or Council may wish to develop a formalised program of identifying potentially hazardous trees. The formalised option will involve engagement of a consultant to travel the road network either annually or at some other predetermined interval.

Similarly in relation to managing and controlling new tree growth in table drains and areas outside the road shoulder, Council may wish to develop a formalised method of assessment or Council may wish to continue to rely on periodic campaigns of treating particular roads. When new growth has been identified on roads, Council has employed two casual employees and provided them with a ute to treat particular roads within the network. Treatment in this situation involves cutting the new tree growth with a chainsaw and painting the stump with a herbicide.

Timber that has fallen in the road reserve that is outside the traffic safety clear zone, must not be removed or collected for firewood unless environmental assessment is undertaken. While Council does not have a current policy or management plan, the collection of firewood within road reserves is subject to compliance with environmental legislation listed in Attachment 1, which in general requires assessment of the environmental impact of the activity. Council did have in place a Development Control Plan (DCP 9) that controlled roadside vegetation activities, including prohibiting the collection of firewood. When DCP 9 was superseded it appears that reliance was placed on other legislation to control activities around vegetation removal on road reserves. A vegetation management plan for roadsides

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will take at least 12 months to develop and may depend upon grant funding being available.

Financial Considerations

The budget allocation for roadside vegetation control is generally based on historical expenditure and not on predetermined plans or expected work accomplishments. Actual expenditure on roadside vegetation control depends upon seasonal conditions and is dominated by expenditure on the task of roadside slashing. Table 1 provides a summary of actual expenditure on rural local roads and regional roads over the last five years.

The cost of removing overhanging trees depends upon on a range of factors such as tree height, density of trees along a particular section of road and traffic volumes. As an example funding was received from the NSW Government under a one off drought relief grant program to remove overhanging trees along Leaders Road in early 2018, total cost \$104,000.

The engagement of two casual employees to focus on treating new tree growth (suckers) will cost around \$15,000 per month. This type of treatment is dependent upon funding being available from within existing budget allocations or from grant programs.

Table 1 – Expenditure on Roadside Vegetation Control

	Actual Expenditure on Vegetation Control (\$)				
	2016	2017	2018	2019	2020*
Rural Local Roads	134,617	258,721	128,666	99,734	88,148
Regional Roads	183,240	285,336	236,084	127,538	96,962
Totals	317,857	544,057	364,750	227,272	185,110

* Year to date.

Attachments

1. Legislation Governing Management of Trees and Roadside Vegetation.

RECOMMENDATION

That:

1. Council note the report on the management of roadside vegetation.
2. When the opportunity arises applications are made through NSW Environmental Trust for funding to prepare a Roadside Vegetation Management Plan.
3. Council not permit the collection of vegetation, including fallen timber within road reserves, by persons unless an environmental assessment is undertaken by a qualified person.

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Item 18 Flood Damage February – April 2020

Division:	Road Operations
Management Area:	Technical Services
Author:	Director Technical Services – Kevin Tighe
CSP Key Focus Area:	Public Infrastructure & Services
Priority:	PI3 Roads throughout the shire are safe, well maintained and appropriately funded

Reason for Report

The purpose of this report is to provide an update on the status of natural disaster claims made in relation to recent storm events and to make a resolution on a section of road not currently maintained by Council.

Background

When damage occurs to a road through an event that is declared a natural disaster by Government, there are three categories under which Council may make a claim for financial assistance, they are; Emergency Works (EW), Immediate Reconstruction Works (IRW) and Essential Public Asset Reconstruction Works (EPARW). For damage to roads, Council's financial assistance claim is administered by Transport for NSW (TfNSW).

The process for making a claim under each category varies, but for all categories a form referred to as 'Form 306' must be completed and evidence such as photographs and location data must be provided to support the claim. No approval from TfNSW is required for EW, **agreement on scope of works is required for IRW and approval of cost estimates is required for EPARW**. A fact sheet on the different categories, claim process for each and documentation required has been prepared by TfNSW and is provided in Attachment 1.

Council will be aware of three significant storm events over the last 14 months which has resulted in damage to roads. The following points summarise the status of claims around each of these events, financial status of each claim is detailed under Financial Considerations:

- 29 March 2019 – Council made application on the 16 April 2019 for the storm event (flash flood) to be declared a natural disaster. Advice was received on the 9 August that the event has been declared a natural disaster. A payment was received by Council in March 2020 for EW on several roads and for IRW on Moorefield Road. Also, Council received advice on the 9 March 2020 that funding assistance was available for EPARW.
- 18 February 2020 – storm event declared a natural disaster on the 9 April 2020. EW undertaken and IRW are ongoing. Work under both categories must be completed by 18 May 2020. Form 306 not yet completed for these works or for EPARW, but must be submitted to TfNSW by 5 June 2020.

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- 10 April 2020 – an application has been made however this event is not yet declared a natural disaster. Completion of Form 306 for two previous declared events has now merged with assessment and response to this latest event.

Successive rainfall events throughout February, March and April this year, combined with the storm event on the 18 February and on the 10 April, compounded damage to the rural road network and in particular to unsealed roads. Many property owners in the rural area have contacted Council requesting repairs to roads and road crews have been undertaking EW to make roads passable.

Issues

Some requests for roadworks are for restoration works on roads which are not included in Council's rural road maintenance program. One such road is the northern extension of Tonniges Road. Tonniges Road is located off Boomley Road near Elong Elong in the south western area of the Shire and the northern extension of this road is not included on Council's maintenance program. This was reinforced on the 21 August 2008, when Council made a resolution to undertake a one off maintenance repair on this northern section of Tonniges Road and no more. A copy of the report and resolution is provided in Attachment 2. The length of this northern section is 1.6km and there is a creek crossing within this section. It is this creek crossing that was damaged (*see photo in Attachment 3*) in the 18 February 2020 storm event. The property 'Pinevale' is at the end of Tonniges Road and the owner is requesting that Council repair the damaged crossing.

Options

In relation to Tonniges Road Council may want to agree to undertake repairs subject to Council receiving natural disaster funding for restoration works. Under the Roads Act 1993, Council has discretion in relation to the extent of roadworks undertaken on Local Government Roads. Council has this discretionary power because funding for roadworks is limited and this discretionary power has been used by Council to refuse roadwork requests and requests to extend the network of road maintenance. However, Council may want to consider this particular request for Tonniges Road because there is an opportunity to obtain funding for roadworks that is normally not available. That is, Council may wish to undertake one off road repair works subject to the works being approved and funded under the category EPARW.

Financial Considerations

- 29 March 2019 Event – Council received confirmation in March 2020 that funding of \$649,033, referred to as Total Project Cost, is available to cover expenditure on roads damaged by the event on the 29 March 2019. The funding is available for all categories, that is, EW, IRW and EPARW. Under the rules of the Financial Arrangements Program, Council is required to contribute \$56,092 of the Total Project Cost. To date a payment from TfNSW of \$152,027 has been made for EW and a payment of \$67,063 has been made for IRW, which was for reconstruction works on Moorefield Road. The Total Project Cost amount (\$649,033) must be expended by 30 June 2021. The EPARW category of Form 306 for the 29 March 2019 has not been completed and unless it is the full amount of the Total Project Cost cannot be claimed.

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- 18 February 2020 Event – all three Form 306 categories are currently being filled out for the event that occurred on the 18 February 2020. The roads damaged on the 29 March 2019 again suffered damage on the 18 February 2020, these roads and many others will be included in the current Form 306 process. In the period between 18 February 2020 and 30 April, expenditure on damaged roads totals \$311,000 and this amount will be included in Council's Form 306 claim as either EW or IRW. The estimated cost of EPARW has not been calculated but is likely to exceed \$500,000.

In relation to Tonniges Road the cost to repair damage to the road surface is estimated to be \$15,000.

Attachments

1. NSW Disaster Assistance Arrangements Fact Sheet – Sub categories – Restoration of Essential Public Assets.
2. Business paper report and minutes of 21 August 2018 – Tonniges Road.
3. Photographs of damaged creek crossing on Tonniges Road.

RECOMMENDATION

That:

1. The status of current applications for funding assistance to repair roads damaged by recent declared natural disaster events be noted as information.
2.
 - i. Council make application for Natural Disaster funding for Tonniges Road Elong Elong, including the section not maintained by Council. Should that application be successful then Council carry out one off reconstruction work.
 - ii. Council maintain its position that it will carry out maintenance for the first 2.4km of Tonniges Road Elong Elong, from the intersection of Boomley Road only.

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Item 19 Review of 2019/20 Swimming Pool Season

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

Reason for Report

The purpose of this report is to review the 2019/20 pool season from an operational point of view, including expenditure, income, utilisation, Lifeguard availability and opening times.

Background

All the pools opened on the 5 October 2019 and they were scheduled to close on the 28 March 2020. Actual date of closure was a week or two prior to the scheduled date due mainly to the impact of the Coronavirus and the shortage of Lifeguards at some pools. A new timetable of opening hours, which is uniform across all six pools, was introduced for the season. The purpose of the new timetable was to increase the number of opening hours each day. The new timetable also introduced the principle that a Lifeguard would be available during those times when children were most likely to be at the pool, that is, after school, on weekends and during school holidays. At other times the pools could only be accessed by key holders who had paid for a season ticket. A copy of the 2019/20 pool opening hours timetable is provided in Attachment 1.

Issues

Access by key holders when Lifeguard not available

Purchasing a season ticket and obtaining your own key was popular in 2019/20 resulting in a general increase in demand for keys in comparison to previous years. The process of obtaining a key is still very cumbersome for the user and time consuming for staff. Even though key holders are required to sign an attendance book upon entering the pool, there is uncertainty around the reliability of attendance figures due to the voluntary nature of this requirement. However, the uncertainty around the figures is consistent from year to year as the paper based sign in system has been in place now for many years, which means that yearly changes and trends are reasonably accurate.

The replacement of a traditional key with an electronic access card is expected to both improve reliability of annual attendance data and improve the process of acquiring a key. The electronic access card eliminates the need for users to pay a bond and reduces staff time required to administer the traditional key system.

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However, it is proposed to introduce a fee for those users wanting additional cards or replacement cards.

The access gate for season ticket holders at Coolah pool has been fitted with an electronic lock that is opened with an access card. While the trial of this lock at Coolah did not occur due to the season being shortened by the impact of Coronavirus, use of card access by Council staff indicates that the system will work well. The electronic access card system will be rolled out to the other pools prior to opening of the 2020/21 season.

Key holders and children

There are many rules associated with Conditions of Entry including the following:

- All children under the age of ten (10) years MUST be accompanied by an appropriate parent or guardian.
- All children under the age of five (5) years MUST be accompanied by an adult in or out of the water at all times.

There is no age restriction in relation to issuing a season ticket. In accordance with the above conditions of entry, an access key may be provided to any person over the age of 10.

Risk management

A safety assessment and report by Royal Life Saving NSW has made an average of 80 improvement recommendations for each pool. The recommendations are based on high, medium and low priority for implementation and they are similar across all pools. 27% of all recommendations relate to technical operations and 23% relate to health and safety systems. In other areas of improvement, 12% of recommendations relate to first aid, 9% relate to facility and design, 9% relate to the main pool in general, 9% relate to general supervision, 8% relate to toddler pool in general and 3% relate to the Binnaway dive pool. The cost of implementing the recommendations and a timeframe for doing so will be the subject of a separate report to Council.

Casual use not available weekdays before 3.00pm

Under the current pool opening timetable, access to any of the six pools between 6.00am and 3.00pm on weekdays during school term, by casual users or visitors to town is not possible. During the season there were some anecdotal reports of visitors being turned away, however there are no formal complaints about lack of access during the season.

Schools and user groups

Council resolved to provide a Lifeguard for school based activities where one was requested by the school (*Resolution 107/1920 of 19 September 2019*). Most schools requested a Lifeguard and there was heavy reliance on Council providing Lifeguarding services for activities such as learn to swim classes, weekly sport and school based swimming carnivals.

Council will recall that even though a new timetable of opening hours was implemented in 2019/20, the timetable did not change the total number of Lifeguard employment hours from previous timetables. However, making Lifeguards available

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for school based activities resulted in additional work for Lifeguards, which increased the time that Lifeguards were employed by 568 hours.

The calculated cost of employing a Lifeguard for school based activities for each pool in 2019/20 is \$20,519, details for each pool are shown in Table 1. Council will recall that the cost of employing Lifeguards specifically for school based activities was funded from a \$60,000 Coonabarabran tree project that did not proceed in 2019/20.

Table 1 – Time Booked for School Based Activities Requiring a Lifeguard

	Baradine	Binnaway	Coolah	Coonabarabran	Dunedoo	Mendooran	Total
Season School Based Activities (hrs)	107	37	123	199	80	41	586
Calculated Costs (\$)	3,728	1,295	4,305	6,948	2,800	1,444	20,519

During those periods where a school event was occurring, the pool was closed to all other users, that is, the pool was not open for casual users and season ticket holders.

Collection of entry fees for schools and user groups

School students and members of user groups are required to pay on entry to the pool and season ticket holders are required to produce their ticket upon entry. Some schools though preferred Council to send an invoice based on agreed attendance numbers. It may be useful to compare the cost of employing a Lifeguard for school events with income received, however is not possible to accurately calculate income received by school groups.

Lifeguard availability

Throughout the season there were 15 Lifeguards employed on a casual basis, but despite this number there were 34 days when a pool was closed to casual users because a Lifeguard was not available. Attracting and retaining Lifeguards remains a huge challenge for pool operations, not only to keep pools open but to maintain consistency in pool operations and pool water quality. Advertisements for Lifeguards commenced in June 2019 and for the first time Council arranged training for successful applicants in early September 2019. The inclusion of training was moderately successful in obtaining additional interest in the positions. Several of the Lifeguards were University Students, which means that they were generally unavailable during the first and last months of the season. The lack of interest in being a Lifeguard is probably due to the seasonal nature of the work and limited work hours available each day. Many of the Lifeguards employed by Council viewed the position as employment secondary to other employment.

As advertisements are being prepared for the 2020/21 season, which will be published in June 2020, there does not appear to be a better method for attracting and retaining Lifeguards.

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Volunteer Lifeguards

As previously reported, the risks around use of volunteers are similar to the risks associated with employment of Lifeguards and those risks must be identified and managed. Volunteers must be registered in accordance with Council's policy on the use of volunteers. Statewide Mutual advise that insurance coverage is available to Council for use of volunteer Lifeguards subject to a risk management plan being in place. The risk management plan for each pool will also identify qualification levels expected of Lifeguards whether or not they are volunteers or employed by Council. In preparation for the 2019/20 season an advertisement inviting applications did not yield any substantial response. The interest that was shown by one or two individuals did not progress to application stage.

Accuracy of attendance numbers

Attendance figures for the season and past seasons are provided in Table 2, which shows that overall attendance at all pools is down on past seasons. The reduced attendance figures may reflect the voluntary nature of signing a book on entry by key holders, user groups and school groups. Visitors to town are not able to access the pool before 3.00pm during the week in school term and this may impact attendance. The figures do indicate however that swimming activities at public pools across the Shire is in decline.

Table 2 – Pool Attendance Data

	Baradine	Binnaway	Coolah	Coonabarabran	Dunedoo	Mendooran	Totals
2015/16	7,519	4,644	10,929	14,797	10,686	4,889	53,464
2016/17	8,444	3,090	11,218	15,643	10,529	5,588	54,512
2017/18	6,979	2,804	13,930	16,544	11,359	6,466	58,082
2018/19	5,331	3,225	12,153	16,182	10,327	4,037	51,255
2019/20*	4,664	2,280	10,747	11,926	8,421	2,981	41,019
Average	6,587	3,209	11,795	15,018	10,264	4,792	51,666

* **Note:** Year to date.

Kiosk

The kiosks at Coolah and Dunedoo were again in operation in 2019/20. Unfortunately there were no Operators prepared to provide kiosk services at any of the other pools. A pool kiosk adds to the social amenity of a pool and they add a layer of informal supervision and control to the daily operations of a pool, particularly when children are present. Kiosk Operators are paid a retainer in recognition of the services they provide, particularly in the collection of entry fees. The retainer paid in 2019/20 was \$4,500. Kiosk lease arrangements are currently being reviewed and updated in preparation for the 2020/21 season and this review may see the abolition of the retainer.

Vandalism

There were no reports of vandalism during the season, although there was an attempted break in at Dunedoo kiosk.

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Options

Council may wish to review the opening hours timetable used in 2019/20 and Council may also consider options in relation to dates for season opening and closing.

Attendance data indicates that use of pools in Baradine, Binnaway and Mendooran in the months of October and March is well below attendances at Coolah, Coonabarabran and Dunedoo in the same months. Given that it is often difficult to obtain the services of a Lifeguard in October, it may be appropriate to stagger season opening dates at Baradine, Binnaway and Mendooran. It is proposed to open the pool season on the 3 October 2020 for pools in Coolah, Coonabarabran and Dunedoo; 17 October 2020 for Baradine pool and 31 October 2020 for pools at Binnaway and Mendooran.

Making a Lifeguard available for school based activities increases operating expenditure and may reduce the availability of Lifeguards for scheduled opening times. Council may wish to limit or abandon the service of making Lifeguards available for school based activities.

Financial Considerations

The year to date maintenance and operational expenditure and income report for all pools across the Shire is shown in Table 3 below. It is expected that at year end, overall cost of operating the pools will be within budget. The actual net operating result for the last six years, including the current year, is shown in Table 4.

Table 3 – Year to Date (30 April 2020) Pool Expenditure and Income

	Pool	Budget	Actual	Variance
Expenditure	Baradine	84,136	101,788	121%
	Binnaway	72,106	81,665	113%
	Coonabarabran	174,554	115,360	66%
	Coolah	125,325	118,384	94%
	Dunedoo	168,589	114,902	68%
	Mendooran	115,737	87,401	76%
Expenditure Totals		740,447	619,500	84%
Income	Baradine	15,966	14,432	90%
	Binnaway	9,041	7,521	83%
	Coonabarabran	43,712	39,404	90%
	Coolah	30,574	27,541	90%
	Dunedoo	21,887	17,802	81%
	Mendooran	11,278	11,019	98%
Income Totals		132,458	117,719	89%
Net Result		607,989	501,781	83%

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Table 4 – Actual Net Operating Result for All Pools

Financial Year	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20*
Actual Expenditure (\$)	584,984	576,229	636,355	689,460	678,048	619,500*
Actual Income (\$)	115,256	114,505	124,014	120,141	117,788	117,719*
Net Operating (\$)	469,728	461,724	512,341	569,319	560,260	501,781*

* **Note:** Year to date expenditure and income.

Attachments

1. Pool Opening Hours Timetable for 2019/20 Season.

RECOMMENDATION

That:

1. The pool season for 2020/21 commences 3 October 2020 for Council pools at Coonabarabran, Coolah & Dunedoo. The Baradine Pool season commences 17 October 2020 and for Binnaway and Mendooran Pools the season commences 31 October 2020.
2. The pool season finishes on the 27 March 2021 for all pools.
3. The 2019/20 pool hours opening timetable as shown in Attachment 1 is again used for the 2020/21 pool season.
4. Lifeguards employed by Council are not made available for school based activities in the 2020/21 and future seasons.

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Item 20 Coonabarabran Emergency Water Supply Project – April 2020 Update

Division:	Environment & Development Services
Management Area:	Warrumbungle Water
Author:	Manager Warrumbungle Water – Cornelia Wiebels
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI1 Appropriate planning is needed to ensure the ongoing security of energy and clean water supplies to communities within the shire.

Reason for report

To update Council on the progress of the Coonabarabran Emergency Water Supply Project in accordance with Resolution 278/1819.

Background

Council has received monthly reports on the project setting out details on the progress of any works and projects, the water level in Timor Dam, water restriction levels as well as demand and supply information; in February 2020 the reporting frequency changed to bi-monthly.

This report sets out the current position as at 1 May 2020.

Issues

Timor Dam Level

Since early April 2020, Timor Dam is at 100%. This is an increase of 6.7% compared to the last report in February 2020.

Supply

Council has been drawing its town water supply from Timor Dam and Castlereagh River at Poundyard Weir.

Siding Springs Observatory and non-potable users along Timor Road are being supplied from Timor Dam.

Demand, High Users and Water Saving Advice

The average daily consumption for Coonabarabran during the months of March and April 2020 was 968 kL/day, which is an increase of 239 kL/day compared to February.

Since the lifting of restrictions from Level 4 to Level 1 and then to unrestricted, high users are no longer observed.

Smart Water Advice remains available on Council's website.

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Standpipe Usage

Between 21 February and 1 May 2020 13 kL (= 1 load) was taken from the Coonabarabran standpipe compared to 0 kL in February.

Water Restriction Levels

The restriction level was eased from Level 4 to Level 1 on 5 April 2020; restrictions were lifted altogether on 20 April 2020.

In the months of March and April 2020, the average daily usage per person in Coonabarabran was 277 L, based on the 2016 Census population of 2,537, the average daily filtered water produced at the Water Treatment Plant (= demand) and a correction factor of 0.727. This factor takes into account that 72.7% of Coonabarabran's water consumption on average is used by residents, whereas the remainder is consumed via non-residential connections.

Water Licensing and Hydrogeological Study for Groundwater Bores

Current available entitlements are listed in Table 1.

Table 1: Source Water Entitlements Coonabarabran Town Water Supply

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

In FY19/20 238.5 ML of groundwater has been extracted as at 30 April 2020.

Recommendation 278/1819, item 4, from February 2019 requested that: *'Council seeks further emergency funding for the purchase of a 250 ML/a permanent groundwater allocation and further works as necessary, considering that the current funding is nearly exhausted'*.

As a result, in March 2019, additional funding of \$307,500 was requested from the Water Minister to purchase permanent groundwater allocation. In May 2019, this funding application was rejected. Council has liaised with DPIE, NRAR and external consultants on this matter and received the advice that – upon finalisation of the hydrogeological report on the new bores – a Specific Purpose Access Licence can be applied for to increase the groundwater entitlement.

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A draft hydrogeological report has been received in early April 2020 – this requires review and finalisation. From the report, further action may result before an increase in groundwater licence entitlement can be applied for.

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.

Meanwhile, the scope of works to upgrade the fluoride rooms in Baradine, Coonabarabran, Binnaway, Coolah and Mendooran has been discussed between Council and the consultant.

The consultant advised that they are awaiting feedback from DPIE in relation to Section 60 approval. No further reports on fluoridation will be provided for Council unless new information for report is available.

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.

Attachments

Nil

RECOMMENDATION

That Council:

1. Notes the information contained in the Coonabarabran Emergency Water Supply Project – April 2020 Update report.

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2. Finalises the Hydrogeological Report – also known as ‘Borehole Impact Management Plan’ for the Coonabarabran Timor Road borefield and takes the necessary steps to apply for an increased groundwater licence allocation for the Coonabarabran bores.
3. Receives no further update reports on the Coonabarabran Emergency Water Supply Project as the emergency situation no longer prevails.

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Item 21 Baradine Water Supply to St John's School

Division:	Environment & Development Services
Management Area:	Warrumbungle Water
Author:	Manager Warrumbungle Water – Cornelia Wiebels
CSP Key Focus Area:	Local Governance and Finance
Priority:	GF6 That Council is financially sustainable over the long term.

Reason for report

To provide Council with an update on the supply of water to St Johns School, Baradine as Resolution 450/1718 remains outstanding for a period greater than 12 months.

Background

In preparation for the FY2018/19 budget a submission was received from St John's School in Baradine requesting that *'Council provide raw water for St John's School, Baradine, and set a lower rate for untreated water'*.

In June 2018 the Operational Plan 2018/19 and Delivery Program 2018/22 to 2021/22 report was presented to Council, resulting in a number of resolutions, and Resolution 450/1718 including *'Council grants St John's School Baradine access to water at no cost from the sports field bore until a report is brought back to Council. Water shall be provided only in conjunction with Council's operational needs to water nearby Council fields'*.

It is understood that the untreated bore water was intended to be used by the school to irrigate their playground, that irrigation pipework is in place and that both bore water and pipework have been used for said purpose.

The Council bore at the sports field is primarily used for oval irrigation depending on watering needs and as water restrictions permit, but also serves as Water Treatment Plant back-up bore.

Issues

Council does not have different charges for treated and raw water. Residents at Merrygoen and along Timor Road in Coonabarabran currently access raw water from Council's supply and these users are charged the same water charge as residents with treated water.

The Fees and Charges in the Operational Plan set out clear charges including water access, usage and the installation of new connections, with raw water being charged at the same rate as treated water.

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The school at Baradine waters its playground with the raw water supply. The playground irrigation can only occur if the Council is running the bore to water the town oval.

Options

There are basically two feasible options:

- 1) Council to install a water meter at the school – with the cost for this device and required works being met by the school – which will be read quarterly and usage billed to the school as per Operational Plan.

It would be the school's responsibility to install appropriate 'non-potable' signage around the usage area, even if currently no taps are connected to the irrigation pipework.

This solution would only allow watering when Council uses the bore for sports field irrigation and would require Council to add St John's school Baradine to its non-potable users, requiring quarterly reminders of the restricted use of untreated water.

- 2) The school to change their property internal pipework and run the playground irrigation off their potable supply provided through their current water connection.

The school would need to assess if the current water meter connection is big enough to allow for the additional usage and if not, meet the costs to upgrade it.

The school would also be required to install and maintain a backflow prevention device.

Financial Considerations

Any Council incurred cost in relation to Option 1) will be born by St John's School; Option 2) does not incur any direct cost to Warrumbungle Water and any upgrades needed would be paid for by the school.

Attachments

Nil

RECOMMENDATION

That Council:

1. Notes the information contained in the Baradine Water Supply to St John's School report.
2. Cease providing raw water at no cost to St John's School, Baradine from 30 June 2020 and offer options 1 and 2 above as possible solutions.

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Item 22 Binnaway Sewage Scheme Concept Design Project Progress Report

Division:	Environment & Development Services
Management Area:	Warrumbungle Water and Warrumbungle Sewer
Author:	Manager Warrumbungle Water – Cornelia Wiebels
CSP Key Focus Area:	Public Infrastructure and Services; Natural Environment
Priority:	PI1 Appropriate planning is needed to ensure the ongoing security of energy and clean water supplies to communities within the shire. NE4 Local natural water resources including waterway aquifers to remain unpolluted

Reason for report

To provide Council with an update on the Binnaway Sewage Scheme Concept Design as Resolution 103/1819 remains outstanding for a period greater than 12 months.

Background

Providing a sewage system to the township of Binnaway has been considered for a number of years and a Preliminary Options Report been developed by a consultant in September 2015.

When the Safe and Secure Water Program (SSWP) funding became available in the second half of 2017, an EOI and subsequently - upon invitation - a detailed application for funding were submitted; the latter was approved in late 2018.

Business Paper reports have been submitted in September 2018 (Item 14) and December 2018 (Item 13) on the matter.

Issues

DPIE Section 60 endorsement for the preferred option was not obtained at the time of the Options Report (Phase 1).

This was attempted to be obtained when documents were ready to call Concept Design (Phase 2) tenders in mid 2019. However, DPIE requested that an additional option for the collection system was to be considered in the Options Report prior to progressing, i.e. a low pressure pump out system.

To that date, three collection systems – conventional gravity, modified gravity and vacuum – and three treatment systems – pond treatment, wetlands and a package treatment plant – had been considered in the Options Report. Consequently, the consultant providing the 2015 Options Report was engaged to update it in early January 2020, including the forth collection system.

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The consultant recommended to include an odour assessment for the preferred site due to the prevailing wind direction to be able to confirm this as preferred site. However, it was also established that a flood study for that site was required and not available. Subsequently, another consultant has been engaged in April 2020 to undertake this.

The consultant updating the Options Report advises that the preferred options combination was still vacuum collection and pond treatment. It is noted that Warrumbungle Shire Council currently already has two different sewage collection systems in operation: conventional gravity and vacuum; experience with low pressure pump out systems is not existing and this would be a third and new collection system to Council. It is also noted that to gain an understanding of such a system, a visit to Parkes was intended in late March 2020, which was cancelled due to COVID-19 travel restrictions at the time.

The community consultation was scheduled to occur during the concept design phase and as part of the engagement of the consultancy undertaking this, following tendering.

A recent DPIE/SSWP risk prioritisation has assessed Binnaway Sewage of having a low environmental risk impact factor of 2, mainly due to its low population. To be potentially eligible for further funding for Construction (Phase 3), the risk impact factor would need to be high (5) as insufficient SSWP funds are remaining to realise all project awaiting funding. It is believed however, that the risk scoring has not taken into account that this project is directly related to Water Quality and Binnaway Water Quality was assessed as having a high risk impact factor of 5.

Options

This report is primarily for Council's information.

Financial Considerations

The works and studies in relation to this project are included in the scope of works for this funded Concept Design. Total amount for this project is \$530,000 with 75% funded through SSWP, \$30,000 previously budgeted for and \$102,500 to come from community contributions as per Resolution 228/1819, item 3.

Should future funding for the scheme not become available, which has assumed to be 75% of the Construction cost, realisation of the scheme becomes unaffordable for Council. The Construction phase has been estimated to cost \$7.17M with assumed funding of \$5,377,500.

Attachments

1. Risk prioritisation advice from DPIE/SSWP

RECOMMENDATION

That Council:

1. Notes the information contained in the Binnaway Sewage Scheme Concept Design Project Progress Report.

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2. Finalises the flood study for the preferred sewage treatment plant site for Binnaway and updates the Options Report prior to progressing to Concept Design.
3. Prepares correspondence to DPIE, requesting that the risk impact factor for Binnaway Sewage be corrected from a low 2 to a high 5 due to the direct impact on Water Quality which has been assessed as having a high risk impact factor of 5.

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Item 23 Coolah Water Supply Scheme – Update on Softening Options and Upgrade Scoping Study

Division:	Environment & Development Services
Management Area:	Warrumbungle Water
Author:	Manager Warrumbungle Water – Cornelia Wiebels
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI1 Appropriate planning is needed to ensure the ongoing security of energy and clean water supplies to communities within the shire.

Reason for report

To provide Council with an update on funding opportunities for softening of the Coolah water supply as Resolution 67/1819 remains outstanding for a period of greater than twelve (12) months.

Background

Following complaints in regards to Coolah town water palatability and damage to household fixtures, consultancy advice was sought in form of a Letter of Opinion on Water Softening Options and subsequently a report brought to Council in August 2018 (Item 23). It resulted in Resolution 67/1819 '*Council makes application for grant funding for softening of the Coolah Water Supply when funding opportunities become available*'.

Issues

Funding opportunities have not become available and may not become available in the future. Even though the Coolah water hardness values exceed the aesthetical threshold value of the Australian Drinking Water Guidelines, the hardness issue is not considered a threat to water quality or water safety. Therefore, funding has not been made available for issues in relation to water hardness matters.

Funding however has been made available for the Coolah Water Supply Scheme Upgrade Scoping Study. A report was brought to Council on this project in May 2019 (Item 8). This project looks at investigating water safety issues in relation to Carbon dioxide present in the town water and at ways of removing this aggressive component from the raw water.

One option is aeration of the raw water prior to disinfection/fluoridation and reservoir entry, however in the inception meeting the consultant engaged to undertake the study advised that chemical dosing may be required. Chemicals being dosed into the raw water would require the establishment of a water treatment plant – should that be undertaken, softening could be implemented into the treatment plant process.

Part of the scoping study and current consultancy engagement is the establishment of a water quality testing schedule and analysis of results – these will determine the need for future water treatment in relation to water safety improvements. The final

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delivery of this project, the Preliminary Options Assessment Report, will outline the relevant options available to address the current Coolah water safety concerns. Section 1 and 2 of the consultancy's proposal are attached, including objectives and deliverables.

DPIE is being kept informed on the project progress as an early consultation in relation to potentially required Section 60 approval.

Options

Council has pursued funding for water softening to no avail. In the short term there is not likely to be a solution to this matter as Council does not have the funds to install equipment to manage water softness at Coolah.

The matter could be listed as a long term project for consideration under Council's Community Strategic Plan, due for revision over the next 12-24 months.

Financial Considerations

The Coolah Water Supply Scheme Upgrade Scoping Study received \$80,000 funding through SSWP, including a Council contribution of \$20,000.

The operation of a water treatment plant vs groundwater disinfection only is going to require more operational involvement and adequate operator competency and will incur higher operational and maintenance costs.

The recent DPIE Risk Prioritisation Advice in relation to remaining funding under the Safe and Secure Water Program (SSWP) assessed Coolah Water Quality as having a high risk impact factor, which makes it eligible for funding.

Remaining funding available under the SSWP is not sufficient to realise all eligible projects; prioritisation is going to occur via a socio-economic disadvantages ranking. Warrumbungle Shire Council ranked 11 out of 93 NSW entities.

Funding commitments will be allocated progressively, however Council has not yet received advice if any of its eligible projects have been prioritised.

Attachments

1. Section 1 and 2 of Consultancy proposal.

RECOMMENDATION

That due to lack of available funding to address water softening options for Coolah Water Supply, the matter be closed and listed for consideration as a long term project under Council's Community Strategic Plan review.

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Item 24 Mendooran Water Supply Scheme – Safety and Security Update Report

Division:	Environment & Development Services
Management Area:	Warrumbungle Water
Author:	Manager Warrumbungle Water – Cornelia Wiebels
CSP Key Focus Area:	Public Infrastructure and Services
Priority:	PI1 Appropriate planning is needed to ensure the ongoing security of energy and clean water supplies to communities within the shire.

Reason for report

To provide Council with a progress update on water safety and water security projects in relation to Mendooran's Water Supply Scheme.

Background

Note: Water security issues relate to not enough water being able to be sourced or provided (for example in times of drought), whereas water safety issues relate to water of insufficient quality being provided (for example when a boil water alert is issued).

Mendooran has sourced its water supply from two (2) different sources, the town-upstream pump station at Castlereagh River and the bore located at that site.

The number of sources has recently increased to four (4): Last year, the Water Treatment Plant (WTP) onsite bore was commissioned and emergency funding received to connect the old town-downstream river pump station to the WTP. To finalise the latter a contractor has been engaged for the installation of a new river pump station control cabinet and integration of its operation into the WTP control (refer to Item 27 in Council's February 2020 Business Paper report).

During the recent drought, Council has faced difficulties with not enough water being available for the community from the different sources. Frequent switching between river and bore water to source enough water has resulted in water safety hazards from frequent adjustment of chemical dose rates and algal growth in sediment lagoons.

Further to the above, the 2017 Mendooran Boil Water Alert triggered a NSW Health funded Review Report, resulting in 31 Recommendations, the implementation progress of which is currently reported to Council on a four monthly basis. One of the recommendations from that report was to apply for funding under the Safe and Secure Water Program (SSWP) to work through addressing the overall problem of water safety leading to a more reliable potable supply for Mendooran.

After lodging an application under SSWP, funding was granted in December 2018. Since receipt of the funding, the project has steadily progressed, with a consultant engaged to undertake the Concept Design (refer to Item 34.4 in Council's September

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2019 Business Paper); extracts from the consultants proposal and the project schedule are enclosed in Attachments 1 and 2.

The consultant has meanwhile prepared the draft Site Constraint and Hazard Review and the Design Basis and Options Assessment reports, which were forwarded to DPIE for their comment in relation to the Section 60 approval process.

The Preliminary Hazard Assessment and the Concept Design workshops have been scheduled with the consultant for mid May 2020.

Issues

The main recommendations to improve water safety and water security from the draft Design Basis and Options Assessment report include the following:

- a. Start a raw water monitoring program to get a better understanding of raw water quality in order to determine chemical dosing components.
- b. Install a raw water blending tank downstream of a cascade reactor and with a downstream inline mixer to: mix the different sources; recycle filter backwash waste (as well as supernatant from future sludge lagoons – see dot point d.); and allow for sufficient potassium permanganate contact time prior to the coagulant being added, which is a design fault in the current plant.
- c. Review coagulation optimisation to remove organic matters contributing to algal growth.
- d. Installation of a new clarifier (lamella plate settler) to replace the poorly performing sedimentation lagoons and convert those into sludge lagoons.
- e. Optimise filter operation to reduce produced wastewater quantities.
- f. Replace the sodium hypochlorite system with a chlorine gas disinfection system and add a UV disinfection system to allow for sustainable and effective disinfection.
- g. Install a pipe recirculation system between the Coolabah reservoirs with integrated chlorine dosing to keep the chlorine residual at the required level.
- h. Installation of a mixer in the standpipe reservoir to keep chlorine residuals consistent.
- i. Implementation of a booster pump at the outlet of the standpipe reservoir to improve the pressure in the reticulation network.
- j. Installation of online turbidity meters downstream of each filter and integration of those and online chlorine meters into the Water Treatment Plant control.

Further to the above, the Mendooran WTP features a fluoridation unit. The issues in relation to it are being addressed through a Shire wide NSW Health funded project. An update report on the fluoridation project will be presented to Council when significant progress has been made. Meanwhile the consultant undertaking the Mendooran Water Supply Scheme Upgrade Concept Design is being kept informed of upgrade plans for the fluoridation unit at the Mendooran site.

Options

Council should continue on with the Mendooran Water Supply Scheme Upgrade Concept Design project, to provide a pathway forward for proposed upgrades to the WTP to ensure the town water supplies are safe and secure.

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Financial Considerations

The emergency funding granted to connect the old river pump station amounts to \$286,000, including a Council contribution of \$71,500.

The funding granted under the SSWP for the Water Supply Scheme Upgrade Concept Design amounts to \$126,500, including a Council contribution of \$31,625.

The recently received DPIE/SSWP Risk Prioritisation Advice assessed Mendooran Water Quality as having a high risk impact factor of 5. This makes the project eligible for remaining funds under the SSWP, however as insufficient funds are available to realise all eligible projects, prioritisation is going to occur via a socio-economic disadvantages ranking. This ranking places Warrumbungle Shire Council as place 11 out of 93 NSW entities.

SSWP funding commitments will be allocated progressively, however Council has not yet received advice if any on its eligible projects have been prioritised.

Attachments

1. Sections 1 and 2 from consultancy proposal
2. Project Schedule

RECOMMENDATION

That Council note the Mendooran Water Supply Scheme Safety and Security Upgrade report.

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Item 25 Economic Development and Tourism COVID-19 Recovery Workshops Report

Division:	Environment and Development Services
Management Area:	Economic Development and Tourism
Author:	Manager Economic Development and Tourism – Jo Houghton
CSP Key Focus Area:	Local Economy
Priority / Strategy:	LE4.1 Work with local business and industry to foster local economic development, innovation and expansion

Reason for Report

To seek resolution from Council on a number of initiatives raised by Councils Economic Development and Tourism Committee to assist local businesses recover from COVID-19.

Background

The Economic Development Tourism (EDT) advisory committee have held two (2) workshops to provide a forum for discussion and make recommendations to Council to support and promote tourism and development in the Warrumbungle Shire as a result of COVID-19.

This Committee normally meets at least four (4) times per annum and may from time to time call special meetings and workshops to address relevant issues.

The EDT committee is represented by Councillors, Community Development Coordinators, Chambers of Commerce, Siding Spring Observatory, National Parks, New South Wales Farmers and Council Staff.

Issues

Due to Corona Virus pandemic many local businesses are severely affected by Government enforced restrictions. The EDT committee COVID-19 Recovery Workshops focus on exploring ways to support local business owners and operators, and planning for regional tourism (once restrictions are lifted).

After COVID-19 restrictions are lifted and local businesses return to 'business as normal', the financial stress from the pandemic will continue for a long time after. It is important for Council to continue to offer support after the restrictions are lifted. For example, flexible rate repayments available eight (8) months after the restrictions are lifted allowing businesses more flexibility with cash flow to meet financial commitments.

Vital information and webinars are already on Council's website on COVID-19 webpages, however regardless of media to promote the page, many businesses are not aware of the available information. Further social media promotion, newspaper

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advertisements and emails directing operators to the webpage will be undertaken to continue to bring the issue to local business attention.

Options

As a result of the EDT workshops, the following recommendations are to be considered by Council to support local businesses, bearing in mind that items 1, 2 and 3 can be dealt with in-house, whereas items 3 and 4 will require Council resolutions;

1. Organise business consultants to work with small businesses individually to deliver financial and business remodelling.
2. Organise a direct link from Council's website homepage to 'Small Business Support Information' and to continue media to promote the support information.
3. Waive food shop inspections fees for food businesses as per Councils Fees and Charges for local businesses within Warrumbungle Shire Council.
4. Support rates, water, sewer and waste relief with flexible payment plans and to freeze interest. Council to also promote how local businesses can access this information.
5. Develop 'how to' virtual tours workshops for small businesses including tourism operators and hoteliers to increase bookings and visitation.

Financial Considerations

In aid of disaster recovery, Business HQ through Business Connect will offer free of charge one-on-one consultations with local businesses to assist delivery of financial and business remodelling, and will have no financial impact on Council's finances.

To waive food shop inspection fees will impact the Development Services budget. Food and skin penetration establishments require inspections, which are \$150 per inspection. There are 101 establishments in Warrumbungle Shire requiring an inspection, and will cost Council close to \$15,150 if fees were waived.

Flexible payment plans are already part of Council practice and provisions exist for Council's consideration for interest write-off in the case of hardship. Businesses that are unable to reopen to full operating capacity as per recent Public Health Order adjustments could be offered interest write-off under this proposal. If endorsed by Council up until 30 June 2021, this is expected to cost in the vicinity of \$24,000. The current draft Debt Recovery and Hardship Policy is expected to be presented to Council's June Meeting and will further consider Hardship matters.

If Council were to provide flexible repayment plans in regards to rates, water, sewer, and waste it will have some minor impact on Council's investments portfolio unless there are a considerable number of successful hardship applications. However, it is hoped that as the effects of drought and the current economic down turn subside and the current higher level of Council's Rates, Charges and other Debtors will be reversed.

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The small business workshop program is accounted for under economic tourism in the 2020-2021 EDT budget. If businesses require an individual customised approach they may be charged a consultation fee, which will be at the discretion of the consultant.

Attachments

Nil

RECOMMENDATION

That Council:

1. Note the report on Economic Development and Tourism COVID-19 Recovery Workshops within the Warrumbungle Shire Local Government Area.
2. Offer flexible repayment plans and freeze (nil) interest for local businesses that are unable to reopen to full operating capacity as per recent Public Health Order adjustments relating to the COVID-19 pandemic for rates, water, sewer and waste to 30 June 2021 at an estimated cost of \$24,000. Properties eligible for this must be classified as 'Business' in Council's rating system.
3. Authorise the Chair of the Economic Development and Tourism Committee and Council's General Manager (or his delegate) to determine eligible applications under point 2 above.
4. Waive food shop inspection fees for local businesses 2020-2021 at an estimated cost to Council of \$15,150.

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Item 26 Inland Rail Update Report - May 2020

Division:	Environment and Development Services
Management Area:	Economic Development and Tourism
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 42 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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Issues

Over the past month, Council has been involved in a number of matters pertaining to the Inland Rail Project as follows:

- In aid to support more productive rail-based supply chains at regional centres and help build capacity on key country rail lines, Department of Infrastructure Transport, Regional Development and Communications are investigating potential opportunities, which include the Baradine Grain Silos Connection project.

The Project is proposing the potential re-instatement of Gwabegar line between Baradine and Inland Rail, which is approximately 10 kilometres, to enable transport of grain by rail as an economic development opportunity. Alternative project options for economic development for other industries will also be considered as apart of the Gateway Framework, such as value adding opportunities for the timber industry.

Ernst and Young (EY) are the selected business consultants to help progress the Fast Tracked Interface Improvement Program – Baradine Grain Silos Connection Project (The Project) through Gateway Assessment Framework. The first stage of this work has entailed the development of a project plan for consideration by the Department of Infrastructure, Transport, Regional Development and Communications. The project plan documents the scope of work to be undertaken, and plan of action for project progression with the project proponents and stakeholders.

Once the scope of work is agreed, research and development can commence for the next stage, Gateway 2.

- The Baradine Grain Silo Connection working group now has Grain Corp representation being Stephen Creed, Grain Corps Business Development Manager.
- Council has been formally advised the Expression of Interest for the Baradine Workers Camp does not meet the eligibility criteria for funding to increase connectivity and has been unsuccessful.
- On Thursday 19 May 2020, Council will host an online workshop for local businesses on how to become an eligible supplier for large projects. Business operators and owners will receive an overview of the online portal, and learn how to prepare a business capability statement. One-on-one sessions with business operators will be held to assist develop a customised capability statements for each business registering for the workshop.
- Landowners within 100 kilometres of the proposed Inland Rail route are invited to contact Inland Rail about protecting native vegetation on their property through a Biodiversity Stewardship Site. Inland Rail are looking to purchase biodiversity credits to offset the impacts from construction of Inland Rail projects in NSW. Benefits to landholders entering a Biodiversity Stewardship Site and selling credits to Inland Rail include:

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- guaranteed, regular payments to manage the site
- reimbursement of opportunity costs for the site
- Inland Rail support with ecological investigations and registering the site
- Incorporating conservation into long-term management and control of your land.

Inland Rail are seeking properties that contain grassy woodlands or grasslands or semi-arid woodland vegetation communities. More information: www.inlandrail.artc.com.au/biodiversity-offsets-eoi

Options

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

Financial Considerations

Nil

Attachments

Nil

RECOMMENDATION

That Council notes the information in the Inland Rail Update Report.

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Item 27 Coonabarabran Industrial Land – May 2019 Update

Division:	Environment and Development Services
Management Area:	Economic Development and Tourism
Author:	Manager Economic Development and Tourism – Jo Houghton
CSP Key Focus Area:	Local Economy
Priority / Strategy:	RE3.1 Ensure that council maintains an approach to land use planning that will support the growth of light industrial activity in appropriate locations within the shire

Reason for Report

To provide Council with an update on the proposed Coonabarabran Industrial Land subdivision and development as Resolution 198/1718 remains outstanding for a period greater than 12 months.

Background

At the Ordinary Council Meeting of the Warrumbungle Shire Council held on November 2017 Council resolved;

1. That Council considers the proposal to subdivide and seek the land in Ulan Street as Industrial blocks
2. That Council allocates \$20,000 for preliminary plans, survey works and valuation of the Industrial land blocks in Ulan Street
3. That Council investigate further costs involved with preparation of the Industrial blocks for selling, such as provision of services, road and drainage etc
4. A further report to be presented to Council (detailing proposed plans when the costs for development are known)

In September 2018 a successful EOI was lodged with the Office of Regional Economic Development, NSW Government Premier and Cabinet (DPC), whereby Council was invited to prepare a full funding application.

In early April 2019, contact was made with DPC to receive an update on the funding application. The DPC requested further information on the type of businesses proposing to invest in the Industrial Estate including evidence of demand, and the value to local community, businesses and employees.

In December 2019 Council was notified the application was unsuccessful for the Growing Local Economies Fund. Application feedback indicated the interested businesses were not key industries that contributed to the State Economy (for this particular funding application), such as tourism and manufacturing. In addition, NBN connection costing for the Coonabarabran Industrial area pushed out the cost benefit analysis especially without a co-contribution from Council.

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The land subject to the subdivision and development proposal is Council owned and classified as operational land. The subdivision proposes to produce eight (8) blocks of land that will be ready for sale for industrial uses and development. Potential purchasers will benefit from the preparation and release of this land by being able to establish industrial business within the industrial precinct area. The proposal will also assist secure employment for contractors and trades during the construction phase and is forecast to create 6-8 long term jobs, being a worthwhile outcome for the local community and economic development within the local region.

Issues

In 2000, Warrumbungle Shire released the first stage of the Coonabarabran Industrial Estate, with subsequent releases as the lots were sold and developed. All lots released to-date have been fully taken up, with the estate occupied by some 53 businesses. There are also two motels on the eastern side of the estate. Council has received requests from both existing businesses and people looking for industrial land and premises to establish or expand small industrial businesses in Coonabarabran. There is no land or premises available within the town.

To ensure the industrial estate subdivision is kept clean and tidy there are a number of items which can be requested. This includes applying a land management plan to the land title, and stating a condition in the Notice of Determination. The revised Development Control Plan also stipulates strict Council planning controls.

Over the next decade there are several significant projects proposed for the north west corner of Warrumbungle Shire: the Newell Highway by-pass of Coonabarabran CBD, Santos Gas project in the Pilliga Forest and the construction of the Inland Rail (Narromine to Narrabri section), with Coonabarabran being one of the closest towns to these projects.

The Shire is also seeing development in the renewable energy sector (with the recent approval of the Liverpool Range Wind Farm and planning underway for several solar farms) and in the aged care sector with a major expansion of the aged care, Coinda complex proposed.

To meet demand for industrial land, Council is proposing to subdivide the land within the Coonabarabran Industrial Estate into 8 lots. As part of the project, Council is also seeking to extend the NBN to the Industrial Estate and surrounding area (which includes the 2 adjacent motels).

The proposed development site is owned by Council and zoned for industrial development. The project involves earth works to prepare the site, construction of access ways and extending the utility infrastructure into, and reticulating it around the site. Once the subdivision is developed, the lots will be sold off.

As it is over one (1) year since the EOI was lodged, there was a concern business owners may have lost interest in purchasing land or found alternative arrangements to expand their business, therefore reducing demand for the industrial subdivision. However in April 2019, research indicated six (6) out of the eight (8) lots had interested buyers.

NBN connection is essential for any business to thrive and grow, and should remain a priority to connect the industrial precinct and surrounding businesses, whether affiliated to the industrial estate funding application, or separately. After discussions

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with NBN Co in early April 2020 it would be worthwhile for Council to consider in-kind civil works donation towards an NBN connection. This entails Council donating equipment hire and labour to install NBN fixtures. Without than civil works in-kind donation NBN Co quoted the NBN connection will be over one million dollars.

The Growing Local Economies application required current and projected financial information from potential businesses for the funding body to better understand the economic opportunities from the Industrial Estate subdivision. Gathering the financial information proved timely for the businesses, and most businesses were reluctant to share the information.

Provision of serviced industrial land will meet demand from local businesses wanting to relocate to the industrial estate and/or expand, and from new businesses looking to establish in Coonabarabran. The new subdivision could accommodate a minimum of 8 businesses depending on how the individual sites are developed by the landowner. It should be noted that the subletting of portion of the lot/s for the establishment of other small businesses and factory units is contingent on the landowner complying with Council's Development Control Plan and may see up to four (4) businesses on some of the lots.

The subdivision will provide employment opportunities, including opportunities for apprenticeships. Depending on the type of development, the subdivision will generate a minimum of sixteen (16) FTEs. If all sites were developed for small factory units (32 units) employment could be considerably higher.

The industrial subdivision will increase the range of goods and services available locally, reducing the need to bring in goods and services from surrounding centres (nearest centre is over 100km away while the nearest regional centre – Dubbo, is 165km) which is both inconvenient for local businesses and residents and adds to costs. This will help to reduce economic leakage from the Shire.

To reduce land-use conflicts in the township of Coonabarabran; noting that the current unavailability of industrial land has seen industrial businesses endeavouring to secure retail premises in the Coonabarabran shopping centre and working from home-based sheds. The retail premises are neither suitable nor zoned for industrial activities.

Options

1. To continue to pursue external funding to develop industrial estate subdivision for re-sale, that also includes NBN connection to the industrial land and surrounding businesses.
2. To continue to pursue funding to develop the subdivision, and to pursue funding for NBN connection in a separate application.
3. To cease further funding applications to develop the subdivision, and sell land as it is.

Financial Considerations

Cost to develop the land in readiness for sale is as follows:

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Item	Amount (\$)	Technical advise and reasoning
DA Fees	29,000	Fee schedule includes indirect community infrastructure contributions levy
Design	20,000	Survey and Design
Drainage	175,000	Warrumbungle Shire Council
Road	350,000	Warrumbungle Shire Council
Kerb and Guttering	91,000	Warrumbungle Shire Council
Power	200,000	Essential Energy
Water	55,000	Warrumbungle Shire Council
Sewer	95,000	Warrumbungle Shire Council
Street lights	60,000	Essential Energy & Technical Services
Surveyor	15,000	Survey and Design
Legal fees	30,000	Estimate from current legal dealings
Project management – 10%	112,000 (10% of 1,120,000)	
Contingency – 20%	224,000 (20% of 1,120,000)	Extra costs may arise such as: <ul style="list-style-type: none">• Drainage issues including land purchase for easement• Extra costs with earthworks• Connection to water and sewer difficulties
TOTAL GRANT REQUEST	1,456,000	

Attachments

1. Ulan Street lot plan
2. Ulan Street proposed subdivision plan

RECOMMENDATION

That:

1. Council notes the information contained in the Industrial Land Subdivision report
2. Due to a lack of funding opportunities for the Coonabarabran Industrial Estate Subdivision that this matter be closed and listed for consideration as a long term project under Councils Community Strategic Plan Review.

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Item 28 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 – April 2020

Development Application / Complying Development	Date Lodged	Date Approved	Applicant's Name	Location	Town	Type Of Development	Stop the Clock Referral Days
DA 4/2020	24/02/2020	06/04/2020	Lesa Towers	24 White Street	Coonabarabran	New Secondary Dwelling	8
DA 5/2020	10/03/2020	15/04/2020	Warrumbungle Steel Buildings	24-28 Dalgarno Street	Coonabarabran	New Shade Structure	0
DA 8/2020	25/03/2020	23/04/2020	Warrumbungle Steel Buildings	27-29 Cowper Street	Coonabarabran	New Garage/Shed	16
DA14/2020	16/04/2020	29/04/2020	The Crown of NSW – DPI	Wargundy Street	Dunedoo	Demolition of Shed	0
DA 7/2020	24/03/2020	Withdrawn	Picton Bros	66 Carrington Lane	Coonabarabran	New Patio	0

RECOMMENDATION

That Council notes the Applications and Certificates approved during April 2020, under Delegated Authority.

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Item 29 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 Coolah Youth and Community Centre Building of the July 2019 Business Paper.

**ANNE-LOUISE CAPEL
COUNCILLOR**

**DENIS TODD
MAYOR**

**WENDY HILL
COUNCILLOR**

General Manager's comment:

At the February 2019 Ordinary Council meeting, a presentation was made by representatives of the Coolah Youth and Community Centre Incorporated in regards to the transfer of ownership of the Coolah Youth and Community Centre Hall. It was requested that Council consider accepting the transfer of the centre, located at 10-12 Binnia Street, Coolah to Council's control.

At the March 2019 Ordinary Council meeting a report was presented to Council outlining the issues and the financial considerations of Council accepting the transfer of the centre. The recommendation on the report was that Council advise the Coolah Youth and Community Centre Inc that it does not have an interest in accepting the transfer of ownership of the Coolah Youth and Community Centre Hall as Community Land. It was resolved that Council defer a decision for further information to the Ordinary Council meeting of 18 April 2019.

At the July 2019 Ordinary Council Meeting an updated report was brought back to Council which included details about an independent building and pest inspection which was undertaken by a licenced builder on Council's behalf to report on the condition of the building. It also provided details of Councils owned halls and community buildings operating costs for 2018.

The recommendation on the report was that Council advise the Coolah Youth and Community Centre Incorporated that it does not have an interest in accepting the transfer of ownership of the Coolah Youth and Community Centre. It was resolved that the report lie on the table until the November 2019 Council meeting for a decision.

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A Notice of Motion was received for the November 2019 Ordinary Council meeting from Councillor Capel, supported by Mayor Todd and Councillor Wendy Hill, that Council revisit item 22 Coolah Youth and Community Centre Building. It was resolved that Council defer the Notice of Motion until the February 2020 Council meeting.

At the February 2020 Ordinary Council meeting it was resolved that item 34 Notice of Motion – Coolah Youth and Community Centre Building be deferred until the May 2020 Council meeting.

Funding has recently been granted for \$114,000 through the Drought Communities Program for the Coolah Community Hall. The scope of works include:

- Render and paint exterior wall
- Paint iron roof
- Renew bathroom/toilet facilities
- Replace cracked window
- Convert upper room to a multi-purpose stage facility
- Renovate kitchen, new appliances
- Erect new boundary fence

Council has until 31 December 2020 to conclude the project.

Attachments

1. Item 23 Coolah Youth and Community Centre Building – Business Paper Report March 2019.
2. Item 22 Coolah Youth and Community Centre Building – Business Paper Report July 2019.

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Item 30 Notice of Motion – Poplar Trees

Notice of Motion – Poplar Trees

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

That the new poplar trees be planted in Chappel Av to replace the old ones.

**RAY LEWIS
COUNCILLOR**

General Manager's comment:

The Coonabarabran Beautification Advisory Committee was consulted regarding the condition and removal of Poplar trees in Chappell Avenue. Now that the trees have been removed it would be appropriate that this Committee be consulted or develops a streetscape beautification plan for Chappell Avenue.

TfNSW funded the removal of the Poplar trees as they were close to highway travel lanes and consultation should occur with them on any streetscape plan for Chappell Avenue. General requirements from TfNSW include; trees planted no closer than 3 metres to back of kerb; evergreen trees with non invasive root structure; sight distance considerations at White Street (Baradine Road) intersection.

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Item 31 Notice of Motion – Emergency Services Levy increase

Notice of Motion – Emergency Services Levy increase

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

Significant Increase in NSW State Government Charges

That Council write to the responsible minister, local member for Barwon and LGNSW and express its concern about the significant increases in State Government Charges including to the SES, Fire and Rescue NSW and especially the Emergency Services Levy.

Background

Council has again been advised that the 2020/21 there is to be a major increase in the Emergency Services Levy (ESL). For a small local government area this is going to have a significant impact on the Council's ability to function.

Warrumbungle Shire Council and Gilgandra Shire Council together make up the Castlereagh Rural Fire Service (RFS) District. Warrumbungle Shire Council's portion of the contribution to the RFS have included increases from:

2018-19	\$389,292	
2019-20	\$489,563	25.8% increase
2020-21	\$698,836	42.75% increase

Added to this increases to other NSW emergency services have also been significant. Council has now been billed \$18,171 (2020-21) an 23.5% increase from \$14,702 for the SES, while the contribution for Fire & Rescue NSW the bill is \$56,477 (2020-21) and increase of 11.7% from \$50,578 (2019-20)

While the NSW State Government will be picking up most of the major increase in RFS charges for 2020/21 as it did in this year 2019/20 it is expected that Council will have to pay the increases next year yet the Council is limited by rate pegging increases. The 'rate pegged' percentage for 2020/21 is 2.6% which is already needed towards covering normal cost increases.

**RAY LEWIS
COUNCILLOR**

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Item 32 Notice of Motion – Quarry

Notice of Motion – Quarry

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

That staff bring Councillors and the Public up to date with crown road acquisition etc and any other relevant information re the quarry.

**RAY LEWIS
COUNCILLOR**

General Manager's comment:

Council previously made application on 23 January 2018 for the acquisition of the Crown Road through the Office of Local Government. This was later revoked by the Department of Industry on 17 May 2019 as the land was subject to a Native Title Claim. Further advice on options to move forward were sought.

On 7 April 2020 a new survey plan was registered with LRS (NSW Land Registry Services).

Legal advice has recently been received on this matter that recommends that the Crown road is acquired by the compulsory acquisition method. Instructions have now been issued to commence the process of compulsory acquisition.

Prices for supply and delivery of road base have been provided to the contractor working on the overtaking lane project on the Newell Highway 15km north of Coonabarabran.

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Item 33 Reports to be Considered in Closed Council

Item 33.1 Organisational Development Monthly Report – May 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 – May 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 33.2 Baradine Sewage Vacuum Pot Refurbishment

Division Environment & Development Services

Author Manager Warrumbungle Water – Cornelia Wiebels

Summary

The purpose of this report is to consider tenders for the refurbishment of sewage vacuum pots in Baradine.

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 Baradine Sewage Vacuum Pot Refurbishment 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 33.3 Three Rivers Regional Retirement Community Information Report

Division Executive Services

Author Director Development Services – Leanne Ryan

Summary

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

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

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

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

RECOMMENDATION

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

Item 33.4 Mayoral Minute – Contract Renewal – General Manager

Division: Executive Services

Author: Mayor – Councillor Denis Todd

Summary

The purpose of this Mayoral Minute – Contract Renewal – General Manager report is to seek Council's authorisation for the General Manager's Contract to be finalised.

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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 Mayoral Minute – Contract Renewal – General Manager report 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).

FURTHER that Council resolve that:

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