

## Attachment 2

### External Committees

#### **1. Castlereagh Macquarie County Council**

This noxious weeds County Council was formed in 1949 and membership includes Walgett and Coonamble, Warren, Gilgandra and Warrumbungle Shire Councils. The operation of County Councils are legislated by the NSW Local Government Act (1993) Pt 5 and NSW Local Government Regulations (2005). Meetings are held every quarter, on a rotational basis so that a meeting is held within each Council area. The budget allocation for the annual member contribution is the responsibility of the Director Environment and Development Services.

Each Councillor has 1 vote and must be present (in person) at the meeting. The Chairperson is elected from the council body.

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

**Resolution 54/1617 29 September 2016 RESOLVED** that two (2) Councillor representatives being Councillor Shinton and Councillor Lewis.

---

#### **2. Macquarie Regional Library (MRL) Service Committee**

The Macquarie Regional Library Service Committee is made up of two (2) Councillors from each of the participating Councils in the MRL Service Agreement. These Councils are Warrumbungle Shire, Western Plains Regional Council and Narromine Shire Council, pursuant to the s121 of the Library Act (1939).

The Administering Council (Western Plains Regional Council) is delegated with function of providing, controlling and managing libraries and library services in the area. The MRL Service is managed by the Director of Macquarie Regional Library, employed by Dubbo Regional Council. The Committee adopts an annual Operational Plan including budget, fees and charges and a marketing plan.

Quarterly meetings are held on a rotational basis in each participating Council area, with a special budget meeting held in conjunction with an ordinary meeting held in Dubbo each April.

A Chairperson and Deputy chairperson is elected by the Committee at a Special Meeting held each November. Councillors are supported by the Director Corporate and Community Services and Manager Children's and Community Services who attend MRL meetings as a non voting attendee.

No remuneration is received for attending meetings. Council pays the expenses (travel) for the representative of Council to attend these meetings.

**Resolution 54/1617 29 September 2016 RESOLVED** that two (2) Councillor representatives being Councillor Iannuzzi and Councillor Hill.

---

---

### **3. Castlereagh (changed from Warrumbungle) Bushfire Management Committee (BFMC)**

This committee is required by legislation and is formed under the Rural Fires Act 1997 Sections 50 and 51 and is responsible for preparing, coordinating, reviewing and monitoring the Plans of Operation and Bush Fire Risk Management Plan for the area. The group assists in the coordination of bush fire detection, mitigation, control and suppression and is made up of all stakeholders in Bushfire management including Shire, National Parks, State Forests and landholders.

The Rural Fire Service conducts and coordinates the Bushfire Management Committee (BFMC) meetings twice yearly with the Mayor as chairperson. Meetings are held at Coonabarabran Rural Fire Service Centre. Council's Emergency Services Coordinator also attends these committee meetings.

Members have voting rights and where essential, a BFMC member may send a delegate to attend a BFMC meeting. The delegate has the same voting rights and responsibilities as the member.

The Chairperson is the Mayor of Warrumbungle Shire Council.

No remuneration is received for attending meetings. Council pays the expenses (travel) for the representative of Council to attend these meetings. **Resolution 54/1617 29 September 2016 RESOLVED** that The Mayor and the General Manager represent Council.

---

### **4. Castlereagh Zone Liaison Committee**

Involving Warrumbungle and Gilgandra Shire Councils this committee was established to monitor and review the Rural Fire Service budget and fire cover operations of the Castlereagh Zone. Meetings are held twice a year and coincide with the BFMC meeting, and the Mayor and General Manager from both shires attend this meeting. This committee is required by legislation and is formed under the Rural Fires Act 1997.

Chaired by RFS representative.

No remuneration is received for attending meetings. Council pays the expenses (travel) for the representative of Council to attend these meetings. **Resolution 54/1617 29 September 2016 RESOLVED** that The Mayor and General Manager represent Council.

---

### **5. Local Emergency Management Committee**

The Local Emergency Management Committee is responsible for the preparation of plans in relation to the prevention of, preparation for, response to and recovery from emergencies in the Warrumbungle Shire Council area.

Council's Emergency Services Coordinator provides the secretariat and meeting support, with the Director Technical Services attending in the delegated role of Local Emergency Management Officer (LEMO).

Members include Police, NSW Fire and Rescue, NSW Ambulance, NSW Rural Fire Service, Volunteer Rescue Association (VRA), State Emergency Service (SES), Western Area Health, DEECWR (formerly National Parks, NSW Industry and Investment (formerly NSW Department of Agriculture), LHPA and Essential Energy.

The LEMC meet on the 3rd Monday in February, May, August and November alternating between Coolah and Coonabarabran. This committee is required by legislation and is formed under the Emergency Management Act 2005 Section 38.

The LEMO is the Councillor representative, being the Director Technical Services. (voting does not usually take place at these meetings)  
**Resolution 54/1617 29 September 2016 RESOLVED** that the LEMO is the Council representative, being the Director Technical Services.

---

## **6. North West Weight of Loads Group**

A collaborative committee of a group of Councils in the northwest region, administered through Moree Plains Shire Council to carry out random weight checks of loaded vehicles on Council roads. The aim is to minimise subsequent damage to local roads from overloading.

The Councils involved in the Group are: Moree Plains Shire Council, Warrumbungle Shire Council, Narrabri Shire Council, Gunnedah Shire Council, Glen Innes Severn Shire Council, Gwydir Shire Council, Inverell Shire Council and Dubbo Regional Council.

Moree Plains Shire Council is the administrative council for this committee.

There are three (3) meetings held each year in various locations.

Council is represented by one (1) councillor and supported by the Director Technical Services.

The Chairperson is elected from the delegates representing each council. Each appointed delegate shall have at each meeting one vote value in any ballot or Committee vote, save the Chairman who shall have the right to a casting vote in any tied ballot.

No remuneration is received for attending meetings. Council pays the expenses (travel) for the representative of Council to attend these meetings.  
**Resolution 54/1617 29 September 2016 RESOLVED** that one (1) Councillor representative being Councillor Todd.

---

---

## **7. Warrumbungle Shire Liquor Accord**

The role of Warrumbungle Liquor Accord is to help reduce the harms associated with the misuse of alcohol.

These harms include alcohol related violence and crime, behaviour that annoys and upsets other people, a decline in the safety and the perception of safety of the local area, under-age drinking and non-compliance with liquor licensing legislation.

Meetings are held quarterly or on an as needs basis, in Coonabarabran.

This committee is not required under legislation however is a voluntary industry based partnership working in local communities to introduce practical solutions to liquor related problems. Most Accords include members from the local business community, local councils, Police, government departments and other community organisations.

The executive committee members are elected by members at the annual general meeting. A member must vote in person. Each member is entitled to have one vote. Members can send a representative to meetings. The representative must identify themselves during the vote on whom they are representing

Committee is inactive at present. No remuneration is received for attending meetings.

**Resolution 54/1617 29 September 2016 RESOLVED** that one (1) Councillor representative being Councillor Iannuzzi.

---

## **8. Newell Highway Task Force**

The Taskforce consists of a group of NSW Councils and other interested organisations, RMS, NSW Police, NRMA and others with an interest in improving road safety and freight access along the Newell Highway. The primary objective to lobby for improved traffic and safety conditions along this important travel route and to achieve through Government action the development and upgrade of the Newell Highway to cater for increasing traffic volumes and to facilitate economic, social and environmental outcomes.

Committee meetings are held quarterly and are usually hosted by one of its member Councils in towns along the Newell. One (1) Councillor representative attends these meeting with the Director Technical Services.

The Chairperson is elected by the Task Force delegates.

No remuneration is received for attending meetings. Council pays the expenses(travel, accommodation and meales) for the representative of Council to attend these meetings.

**Resolution 54/1617 29 September 2016 resolved** that One (1) Councillor representative being Councillor Todd.

---

## 9. Orana Arts Incorporated

Orana Arts is the Regional Arts Board, which works at a regional and state level to develop vibrant and sustainable communities through arts and cultural activities. Triennial funding is provided by NSW Government and contributions based on population from member Councils; Warrumbungle, Gilgandra, Dubbo, Narromine and Mid-Western. As a member organisation, Warrumbungle Shire Council has one board member seat allocated on Orana Arts Incorporated.

Key strategic priority areas are:

- Cultural Initiatives, Partnership projects and local community initiatives
- Work with Local Government
- Advocacy
- Training
- Marketing, Promotion and Communications

Meetings are held quarterly in each local government area. The office is based in Gilgandra and Regional Arts Board officers employed to support and implement the activities of the board. Orana Arts budget is the responsibility of the Director of Corporate and Community Services. The Chairperson is elected annually by the members of Orana Arts Inc.

No remuneration is received for attending meetings. Council pays the expenses (travel) for the representative of Council to attend these meetings.

**Note: In February 2019, this committee changed its operations. It is now a skill based board and does not require a Council representation. Councillor Capel attends in her own capacity and not at the expense of Council. This committee can be deleted from the External List of Committees.**

**Resolution 54/1617 29 September 2016 resolved** that One (1) Councillor representative being Councillor Capel

---

## 10. Central West Environment & Waterways Alliance

The committee is a collaboration of local government representatives from council's within the Central West Catchment area that meets bi-monthly to discuss means of improving environmental outcomes through joint programs.

Member Councils will each have one vote per Council. Councils unable to be represented at the meeting may submit a proxy vote in the two weeks prior to this meeting. Councils which do not submit a vote prior to, or at this meeting, will be assumed to agree with the majority vote.

**Resolution 54/1617 29 September 2016 resolved** that The Director Development Services represents Council.

---

### **11. Mining Related and Energy Related Councils**

The Association of Mining Related Councils represents Local Government in all aspects of mining, including extractive industries, gas exploration, quarries and minerals, as well as their local communities throughout NSW.

The Association's mission is to advocate on behalf of members and their communities on mining related issues and to ensure that mining activity is conducted in accordance with the principles of Ecologically Sustainable Development.

Their role is to:

- Develop policies and legislative changes in conjunction with the government and the industry
- An advocacy on a vast array of issues to ensure effective environmental protection.
- Management and rehabilitation, economic development and harmony
- A fair and equitable return to the community from any mining activity.

The Council is made up of 20 Local Government Areas across New South Wales. Meetings are held on a quarterly basis at venues throughout the region.

The executive committee members are elected by members at the annual general meeting.

Voting - Each delegate shall have one vote.

No remuneration is received for attending meetings. Council pays the expenses (travel, accommodation and meals) for the representative of Council to attend these meetings.

**Resolution 54/1617 29 September 2016 resolved** that The Mayor and General Manager represent Council.

---

### **12. Liverpool Range Wind Farm Community Consultation Committee**

An advisory committee established by Epuron, proponents of a 550 turbine wind farm in the Coolah/Cassilis area. The purpose is to ensure local community consultation is appropriately directed concerning the project.

The Meeting schedule and location of meetings will be determined by Epuron.

This Committee has an independent Chairperson.

Council has no councillor representative, on the committee and the terms of reference do not allow for Councillor representation from WSC. The Director Environment and Development Services attends as a staff representative.

No remuneration is received for attending meetings. Council pays the expenses for the representative of Council to attend these meetings.

**Note: Councillor representation on this committee needs to be rescinded as not included in the terms of reference for the committee. Resolution 54/1617 29 September 2016 resolved** that One (1) Councillor representative being Councillor Brady.

---

### **13. Traffic Advisory Committee**

Under the Road Transport (Safety & Traffic Management) Act 1999, Roads and Maritime Services (RMS) is legislated as the organisation responsible for the control of traffic on all roads in New South Wales. In order to deal with the large number and range of traffic related matters effectively, RMS has delegated certain aspects of the control of traffic on local roads to Councils. RMS has retained both the control of traffic on the State's classified road network and the control of traffic signals on all roads.

RMS delegation to Councils limits the types of prescribed traffic control devices and traffic control facilities that Council can authorise and imposes certain conditions on Councils. One of these conditions requires Councils to obtain the advice of RMS and the Police prior to proceeding with any proposal. This is most commonly achieved by Councils establishing a local traffic committee.

The committee is composed of four formal members each with one vote. These four members are a representative from Council, the Police, and RMS and the Local State Member of Parliament or their nominee. The Committee is supported by the Director Technical Services, Manager Design Services and the Road Safety Officer.

The Traffic Advisory Committee has no decision-making powers and is primarily a technical review committee. It advises the Council on matters for which the Council has delegated authority, being certain prescribed traffic control devices and traffic control facilities.

Council must refer all traffic related matters to the Traffic Advisory Committee prior to exercising its delegated functions. Matters related to State Roads or functions that have not been delegated to the elected Council must be referred directly to RMS or relevant organisation. Such matters must not be referred to the Traffic Advisory Committee.

Council is not bound by the advice given by its Traffic Advisory Committee. However if Council does wish to act contrary to the unanimous advice of the Traffic Advisory Committee or when the advice is not unanimous, it must notify Roads and Maritime Services and NSW Police and wait 14 days before proceeding. An appeal may be lodged by RMS or NSW Police members of the Traffic Advisory Committee when Council wishes to take action either contrary to the unanimous advice of the Traffic Advisory Committee or when the advice is not unanimous.

This appeal is referred to a Regional Traffic Committee (RTC) which operates across the state with meetings generally held in the offices of the local Council. The decision of the RTC is binding on all parties.

Meetings are held on a monthly basis in Coonabarabran with meetings in Coolah or Dunedoo as required.

These meetings are closed to the public.

The committee is composed of four formal members each with one vote. Councillor representative is the Chairperson. No remuneration is received for attending meetings.

**Resolution 54/1617 29 September 2016 resolved** that One (1) Councillor representative being Councillor Shinton.

---

#### **14. Orana Joint Organisation**

The vision of Orana Joint Organisation for the Orana is:

*“To be a leading Joint Organisation known for a high level of achievement, collaborative excellence and strong commitment to the region’s communities.”*

The Orana Joint Organisation will act in accordance with the following principles:

The principal functions of the Orana Joint Organisation will be to:

- establish strategic regional priorities for the joint organisation area and develop strategies and plans for delivering these priorities
- provide regional leadership for the joint organisation area and to be an advocate for strategic regional priorities
- identify and take up opportunities for intergovernmental cooperation on matters relating to the joint organisation area.

The other services, functions or types of functions the Orana Joint Organisation will undertake are:

- to provide support for the operations of its Member Councils aimed at strengthening local government in its joint organisation area;

The board may, from time to time, determine whether and how to undertake any other functions.

Voting Members - The following are ‘member councils’ of the Orana Joint Organisation:

- Cobar
- Gilgandra
- Mid-Western Regional
- Narromine
- Warrumbungle

Governing board and role -The board of Orana Joint Organisation consists of:

- the mayors of each member council
- a representative of the NSW Government, nominated by the Secretary of the Department of Premier and Cabinet, who is Ashley Albury, Director Western, NSW Regional Co-ordination, Regional NSW Department Premier and Cabinet.



- the following other non-voting representatives General Manager Cobar, General Manager Gilgandra, General Manager Mid Wester Regional, General Manager Narromine, General Manager Warrumbungle.

The role of the board is to direct and control the affairs of the joint organisation. The board is to consult with the executive officer in directing and controlling the affairs of the joint organisation.

The joint organisation executive officer and general manager of each member council may also attend meetings of the board in an advisory capacity.

No remuneration is received for attending meetings. Council pays the expenses (travel, accommodation and meals) for the representative of Council to attend these meetings.

**Resolution 284/1718 15 February 2018 RESOLVED** that in accordance with Part 7 of Chapter 12 of the Local Government Act 1993 (**Act**), the Warrumbungle Shire Council resolves:

1. That the Council inform the Minister for Local Government (**Minister**) of the Council's endorsement of the Minister recommending to the Governor the establishment of a Joint Organisation (**Joint Organisation**) in accordance with this resolution.
2. To approve the inclusion of the Council's area in the Joint Organisation's area.
3. That the Joint Organisation be established to cover the Council's area and any one or more of the following Council areas:
  - Bogan Shire Council
  - Bourke Shire Council
  - Brewarrina Shire Council
  - Cobar Shire Council
  - Gilgandra Shire Council
  - Dubbo Regional Council
  - Walgett Shire Council
  - Warren Shire Council
  - Warrumbungle Shire Council
  - Narromine Shire Council
  - Coonamble Shire Council
  - Mid-Western Regional Council
4. That, on expiry of a period of 28 days from the making of this resolution, the General Manager provide the Minister:
  - a) with a copy of this resolution including the date on which Council made this resolution, and
  - b) inform the Minister that this resolution has not been rescinded, for the purpose of the Minister issuing a certificate under section 400P of the Act.

---

### **15. Inland Rail – Community Consultative Committee**

Community Consultative Committees for the Narromine to Narrabri Inland Rail project has been established Council was invited by Department of Planning and Environment (DP&E) to nominate two representatives to sit on the Committee who could commit long term, and that at least one of the nominees has technical experience in the areas of environment, planning and/or design.

The purpose of the Committees will be to:

- facilitate broader community involvement in the project
- seek community feedback and input to project outcomes
- increase awareness and understanding for the project by providing communities with 'one-point of call' for project information
- act as a conduit between the project team and the community to provide information or address issues and concerns.

DP&E advises that Australian Rail Track Corporation (ARTC) has identified the requirement for a Community Consultative Committee (CCC) specifically for the Narromine to Narrabri Inland Rail project. The CCC will provide a forum for discussion between the proponent and community representatives, stakeholder groups and local councils on project related issues.

The CCC is endorsed by DP&E and advises that ARTC will undertake the process with regard to the Department's *Community Consultative Committee Guidelines (2016)*. Guidelines to not specify any voting rights.

No remuneration is received for attending meetings. Council pays the expenses (travel) for the representative of Council to attend these meetings.

**Resolution 123/1819 – 20 September 2018** resolved Councils representatives- Councillor Todd and Director Development Services are Council's representatives.

---

### **Internal Committees**

#### **16. Plant Advisory Committee**

The committee monitor the operations of Council's fleet of plant and vehicles, budget and plant replacement program. Tender assessments are reviewed and recommendations given to Council. The committee comprises of three (3) Councillor representatives, General Manager, Director of Technical Services and Director Corporate & Community Services. Manager of Fleet attends in an advisory capacity. Meetings are held in Coonabarabran or Coolah on an as needs basis however are generally bi-monthly.

No remuneration is received for attending meetings. Council pays the expenses (travel) for the representative of Council to attend these meetings.

**Resolution 54/1617 29 September 2016 resolved** that Three (3) Councillor representatives being Councillors Lewis, Doolan and Capel.

---

---

## **17. General Manager's Review Committee**

Councillors need to be aware of their obligations under the Local Government Act 1993 and the Local Government Regulations (2005) when recruiting, appointing, reappointing and overseeing general managers. The DLG have developed guidelines issued under section 23A of the LG Act which must be taken into consideration by Council's governing body when exercising council functions related to the recruitment, oversight and performance management of General Managers.

The position of General Manager is pivotal in a Council. It is the interface between the governing body of the elected Councillors, which sets the strategy and monitors the performance of the Council, and the administrative body of the Council, headed by the General Manager, which implements the decisions of the governing body. The relationship between the General Manager and the Councillors is of utmost importance for good governance and a well functioning Council.

The Act requires all councils' governing bodies to appoint a person to be General Manager (section 334). The Guidelines provide a guide and checklist for councillors to refer to when considering:

- the recruitment and appointment of general managers
- re-appointment of general managers or ending contracts
- conducting performance reviews of general managers, and
- engaging in the day to day oversight of general managers.

The review of the General Manager is held in May on an annual basis, and has been previously facilitated by Local Government Management Solutions (LGMS) **Resolution 342/1213 RESOLVED 16 May 2013**. Councillors will be invited to attend by LGMS at which time mandatory General Manager review training as per the DLG Guidelines will be provided.

The Mayor chairs this committee and the review is facilitated by an independent industry recognised facilitator. No remuneration is received for attending meetings. Council pays the expenses (travel) for the representatives of Council to attend these meetings. **Resolution 54/1617 29 September 2016 RESOLVED** that the Mayor and three (3) Councillors being Councillor Capel, Councillor Doolan and Councillor Lewis.

**Resolution 7/1718 20 July 2017** A motion was moved by Councillor Iannuzzi seconded Councillor Clancy that the General Manager's review committee be expanded to include at least 6 Councillors.

**Resolution 8/1718 20 July 2017** A motion was moved by Councillor Iannuzzi seconded Councillor Clancy that Council pre-approves facilitators of future General Manager reviews.

**Resolution 144/1718 November 2017 RESOLVED** that the General Manager's Review Committee be expanded to include six (6) members of Council. **FURTHERMORE**, that Council nominates Councillor Todd and Councillor Iannuzzi for the Committee membership.

**Resolution 175/1819 October 2018 RESOLVED** that following the General Manager being offered the opportunity to provide comments, a Performance Review Panel now be formed with membership consisting of the Mayor, Deputy Mayor, Cr Clancy, Cr Doolan, Cr Lewis and Cr Shinton.

---

### **18. Finance and Projects Committee**

The committee reviews prior to presentation to Council the following reports;

- Council's financial statements;
- Quarterly Budget Review Statements (QBRS);
- Long Term Financial Plan;
- Asset Management Plan;
- Council's Capital Program.

The Committee also provides input into Budgets, Revenue Policy and Rates/Charges within annual Operational Plan and four (4) year Delivery Program, and reviews issues raised as part of the external audit process.

It is proposed that the committee will comprise of ELT, Chief Financial Officer plus a minimum of three (3) Councillors. Meetings will be held on at least a quarterly basis, at the Coonabarabran or Coolah offices. The Mayor chairs the Finance and Projects Committee meetings.

No remuneration is received for attending meetings. Council pays the expenses (travel) for representatives of Council to attend these meetings.

**Resolution 54/1617 29 September 2016 RESOLVED** that a minimum of the Mayor and three (3) Councillor representatives being Councillor Capel, Councillor Brady and Councillor Hill.

**Resolution 111/1617 17 November 2016 RESOLVED** that Council review its policy on membership of the Finance and Projects Committee to include all Councillors as voting delegates.

---

### **19. Warrumbungle Shire Tourism and Economic Development Advisory Committee**

Committee comprises representation from;

- One (1) representative from Warrumbungle Tourism Inc
- Two (2) representatives from (National Parks) Office of Environment & Heritage (Coonabarabran and Baradine)
- One (1) representative from Coonabarabran Chamber of Commerce
- One (1) representative from NSW Farmers
- One (1) representative each from Baradine and Binnaway Progress Association and Dunedoo, Mendooran and Coolah Development Groups.

- One (1) representative from the Local Aboriginal Lands Council
- Two (2) Councillors who co-chair and
- One (1) representative from Coonabarabran 2357 Group
- Manager of Tourism and Economic Development (TED).

Manager TED provides support and coordinates meetings.

The committee provides advice to Council on the implementation of the Tourism and Economic Development Strategies - working with Council staff to achieve these objectives; develops and monitors the promotional budgets for tourism and economic development allocated by Council. The terms of reference for this committee refer to liaison with the community and the provision of advice to Council through recommendations and budget submission.

Meetings are held quarterly in Coonabarabran.

A Councillor representative chairs the committee.

No remuneration is received for attending meetings. Council pays the expenses (travel) for representatives of Council to attend these meetings.

**Resolution 54/1617 29 September 2016 RESOLVED** that two (2) Councillor representatives being Councillor Brady and Councillor Capel

---

## **20. Warrumbungle Aerodromes Advisory Committee**

The Committee reviews the operating standards that relate to each or all of the aerodromes, ie, Coonabarabran, Baradine & Coolah. The Committee provides advice to Council on ongoing operations and future directions of the aerodromes.

Meetings are held at least three (3) times per annum and may be on a rotating basis in Baradine, Coonabarabran and Coolah to incorporate an onsite daytime inspection of the local aerodrome.

The Committee comprises two Councillor representatives and may include two (2) community representatives each from Coonabarabran, Baradine & Coolah. The Community representatives must be endorsed by Council.

The committee is supported by the Director Technical Services and Manager Road Operations.

A Councillor representative chairs the committee.

No remuneration is received for attending meetings. Council pays the expenses (travel) for representative of Council to attend these meetings.

**Resolution 54/1617 29 September 2016 RESOLVED** that two (2) Councillor representatives being Councillor Todd and Councillor Doolan.

---

---

### **21. Baradine Floodplain Management Advisory Committee**

Council accepted a grant from the Minister for Climate Change, Environment and Commerce for a flood study in Baradine in April 2009. The process involves establishment of a Floodplain Management Advisory Committee to provide local input and feedback.

Committee comprises of one (1) Councillor representative, Director Technical Services, Director Development Services or nominee, SES representatives and three (3) members of the Baradine community. The community representatives must be endorsed by Council. Meetings have been held on an as needs basis to review the plan.

The Councillor representative chairs the committee.

No remuneration is received for attending meetings. Council pays the expenses (travel) for representative of Council to attend these meetings.

**Resolution 54/1617 29 September 2016 RESOLVED** that one (1) Councillor representative being Councillor Todd.

---

### **22. Robertson Oval Advisory Committee**

Council established a committee to review and assist with the preparation of a strategy document and plans to involve the community along with staff and possibly specialist consultants, to identify current and potential users, demand and frequency of use and importantly operation management of any new facility.

Membership as approved by was to comprise of two (2) Councillors, Manager Urban Services, Director Technical Services, Co-ordinator Dunedoo Development Group plus four (4) members of the community to be endorsed by Council. Meetings will be held every two months or as determined by the Committee or Council when the project commences.

The Councillor representative chairs the committee.

No remuneration is received for attending meetings. Council pays the expenses (travel) for representatives of Council to attend these meetings.

**Resolution 54/1617 29 September 2016 RESOLVED** that two (2) Councillors representatives being Councillor Hill and Councillor Capel.

---

### **23. Coonabarabran Sporting Complex Advisory Committee**

The Coonabarabran Sporting Complex Advisory Committee was established in 2016. The purpose of the committee is to assess the condition and the usefulness of the existing amenities, buildings and sporting facilities at the Coonabarabran Sporting Complex and to develop a long term strategy in the form of a Master Plan for these facilities based on existing and future sport and recreation demands. The Committee will investigate and obtain external sources of funding and make recommendations to Council on any matter related to improvements of the Sporting Complex.

Membership as approved by was to comprise of two (2) Councillors, Director Technical Services, Manager Urban Services, Manager Property and Risk plus four (4) members of the community. Meetings will be held every two months or as determined by the Committee.

A Councillor representative chairs the committee.

No remuneration is received for attending meetings.

**Resolution 54/1617 29 September 2016 RESOLVED** that two (2) Councillors representative, one (1) being Councillor Brady and determination of the second Councillor will be deferred for consideration at the October 2016 Council meeting.

**Resolution 72/1617 20 October 2019 RESOLVED** that Council endorse the nomination of Councillor Clancy as the second Councillor representative on the Coonabarabran Sporting Complex Advisory Committee.

---

#### **24. Warrumbungle Shire Mayors Bushfire Appeal Advisory Committee**

This committee was established in January 2013 after the devastating fire event in January 2013. The bushfire appeal public fund was established to provide assistance to the victims of the Wambelong and Redbank Natural Disaster events.

**The fund was wound up in January 2017 and was overseen by the Mayor.**

**Note: The fund was finalised in 2017. The committee needs to be discontinued and deleted.**

---

#### **Coonabarabran Swimming Pools Advisory Committee**

The purpose of the Advisory Committee would be to assess the condition and usefulness of the existing amenities, buildings and facilities at the Coonabarabran Swimming Pool Complex and develop a long term strategy for upgrade and improvement to these facilities, based on existing and future sport and recreation demands of the Shire.

##### Duties of the Advisory Committee

- Assistance with determining current status of the complex, including identification of issues that need to be addressed.
- Determining current and potential users of the complex facilities including volume and frequency of use.
- Input into the development a long term strategy for the Swimming Pool Complex in the form of a Master Plan, including cost estimates and priorities for improvements.
- Assistance with engagement of user groups and members of the community to facilitate input into the Master Plan and planned improvements.
- Investigation into, and assistance in obtaining, external sources of funding.
- Making recommendations to Council on matters related to improvements of the Swimming Pool Complex.

No remuneration is received for attending meetings. Council pays the expenses (travel) for representatives of Council to attend these meetings.

**Resolution 194/1718 16 November 2017 RESOLVED** that Council establish Committee and call for expression of interest from the public to join the committee. (Draft charter included in minutes).

**Resolution 248/1718 14 December 2017 RESOLVED** that nominations for membership accepted Brett England, Fay Chapman, Paula Duggan, David Hunter, Narda Abel, Dianne Dow, Krista Holmesby Councillor Peter Shinton and Councillor Ambrose Doolan

---

## **25. Internal Audit Committee**

The Audit Committee Charter sets out the authority, composition, roles and responsibilities, reporting, and administration for the Audit Committee. The objective of this Committee is to provide independent assurance and assistance to Council on risk management, control, governance, and external accountability responsibilities.

**Resolution 191/1819 15 November 2018 RESOLVED** that Council Appoint Cr Doolan as its Councillor delegate to the Internal Audit Committee.  
**Resolution 339/1819 21 March 2019 RESOLVED** that Council appoints Graham Marchant as Chair and Paul Nankivell as the external member of Council's Internal Audit Committee.

No remuneration is received for attending meetings. Council pays the expenses (travel) for representative of Council to attend these meetings. All are voting members.

---

## **Section 355 Committees**

### **26. Three Rivers Regional Retirement Community Advisory Committee**

The Three Rivers Regional Retirement Community Advisory Committee was established in 2016. The roles and objectives of the Committee are:

- It is an Advisory Committee formed to provide a forum for discussion and to make recommendations to Council overseeing the Three Rivers Regional Retirement Community project funded through:
  - i) State Government – Restart NSW RNSW290 Three Rivers Regional Retirement Community and Learning Centre
  - ii) Federal Government – National Stronger Regions Fund Round Two (NSRF)
- The role of this Committee is purely advisory and may not commit Council resources. The Committee is to work within the framework of the Community Strategic Plan and does not deal with day to day operational matters. It should be noted that employees of the Council are not subject to the direction of the Advisory Committee or any of its members.

Membership as approved by was to comprise of three (3) Councillors, One Staff Representative (General Manager), plus five (5) members of the community endorsed by Council. Meetings to be held will be determined by the Committee as the project proceeds. The Committee will run for the duration of the project.



The Chair is to be elected by the committee.

No remuneration is received for attending meetings. Council pays the expenses (travel) for the representatives of Council to attend these meetings. **Resolution 54/1617 29 September 2016 RESOLVED** that two (2) Councillors (and the Mayor ex officio) being Councillor Capel and Councillor Hill.

---

## **27. Coonabarabran Town Beautification Advisory Committee**

The purpose of the committee is to make recommendations on specific projects and or development of strategies for the beautification of Coonabarabran.

Core responsibilities and duties of the committee are to:

- Input into the development of a beautification Master Plan with a strategic focus on improving the appearance of street landscapes.
- Assistance with determining current issues with town landscapes, including identification of issues that need to be rectified.
- Investigation into, and assistance in obtaining, external sources of funding.
- Making of recommendations to Council on matters relating to specific town beautification projects or strategies.

Membership - Committee representation will be comprised of the following:

- Two councillors, one of whom will be the Chairperson, as elected by Council
- Six community representatives, or as determined by Council.
- Director Technical Services (non voting)
- Executive Officer is Manager Urban Services (non voting)
- Non-voting council staff as required

No remuneration is received for attending meetings. Council pays the expenses (travel) for the representatives of Council to attend these meetings.

**Resolution 182/1920 21 November 2019 RESOLVED** that the Councillor delegates for the Coonabarabran Town Beautification Advisory Committee be Councillor Brady and Councillor Doolan and that Council determine the community delegates by drawing the applicants by ballot.

**Resolution 215/1920 21 November 2019 RESOLVED** that:

1. The following persons be selected for the Coonabarabran Town Beautification Committee as community representatives, in the following order:

- i. Sandra Spackman
- ii. Pamela Stein
- iii. Aileen Bell
- iv. Christine Evans
- v. Judith Clancy

vi. Trish Watson

2. That alternatives be, in order of preference, should any person decline the role:

- i. Mary Milsom
- ii. Kay Fredericks
- iii. Georgia Hunt
- iv. Terence Tighe
- v. Margaret Bennell
- vi. Merv Starr
- vii. Sam Bragg
- viii. Rhonda Jewiss

---

### **28. S355 Australia Day Awards Committee**

The committee has as its primary purpose responsibility to select recipients of the annual Australia Day Awards at ceremonies held in each town of the Warrumbungle Local Government Area. Award recipients shall be selected based on nominations received by Council during the nomination period each year. Recipients are selected by the Australia Day Award Committee under delegated authority. The decisions of the Australia Day Award Committee are final.

Committee representation will be comprised of all councillors and the Director Corporate and Community Services.

Each member of the committee is entitled to one vote only. In the equality of votes, the matter is to be referred to Council for determination.

No remuneration is received for attending meetings. Council pays the expenses (travel) for the representatives of Council to attend these meetings.

**Resolution 190/1819 15 November 2018 RESOLVED** that Council Forms a section 355 Australia Day Award Committee, with membership made up of all councillors and the Director Corporate and Community Services.

---