



Warrumbungle Shire Council

Council meeting

Thursday, 19 May 2011

**to be held at the Poplars Motel Conference Room,
Newell Highway, Coonabarabran**

commencing at 9.00 am

MAYOR

Councillor Peter Shinton

DEPUTY MAYOR

Councillor Murray Coe

COUNCILLORS

Councillor Kerry Campbell

Councillor Tilak Dissanayake

Councillor Ray Lewis

Councillor Mark Powell

Councillor Victor Schmidt

Councillor Ron Sullivan

Councillor Denis Todd

MANAGEMENT TEAM

Steve Loane (General Manager)

John McHugh (Acting Director Corporate Services)

Kevin Tighe (Director Technical Services)

Tony Meppem (Acting Director Environmental Services)

Rebecca Ryan (Director Community Services)

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motel Conference Room, Coonabarabran on Thursday, 19 May 2011 commencing at 9.00am

Date: 12 May 2011

Cr Peter Shinton
Mayor
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Cr Shinton

AGENDA

I submit the following report for Council's consideration at its meeting to be held on 19 May 2011. I further attach relevant reports from the Directors to me for the consideration of Council.

Declaration of Pecuniary interest and conflicts of Interest

Confirmation of Minutes

CONFIRMATION OF MINUTES of the ordinary meeting of Warrumbungle Shire Council held on 21 April 2011.

CONFIRMATION OF MINUTES of the Special meeting of Warrumbungle Shire Council held on 10 May 2011.

ACCEPTANCE of the minutes of the Baradine Town Committee meeting held on 19 April 2011

ACCEPTANCE of the minutes of the Binnaway Town Committee meeting held on 18 April 2011

ACCEPTANCE of the minutes of the Coolah Town Committee meeting held on 20 April 2011

ACCEPTANCE of the minutes of the Coonabarabran Town Committee meeting held on 12 April 2011

ACCEPTANCE of the minutes of the Dunedoo Town Committee meeting held on 13 April 2011

ACCEPTANCE of the minutes of the Mendooran/Merrygoen Town Committee meeting held on 11 April 2011

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COMMUNITY SERVICES REPORT	NIL REPORTS	

Questions for Next Meeting

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STEVE LOANE
GENERAL MANAGER

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GENERAL MANAGER'S REPORT

ANNEXURE 1

1.1 Request For Leave of Absence – Councillor Todd

Background

A letter was received from Councillor Todd on 21st April 2011, advising that he is unable to attend the ordinary meeting of Council on 16th June 2011 and requesting Leave of Absence.

Issues

Should a Councillor not attend three consecutive meetings without being granted leave of absence, they can no longer hold office.

Option

Council has the option of granting leave of absence or accepting the absence as an apology.

Financial Considerations

There are no budget implications resulting from this request.

RECOMMENDATION

That leave of absence be granted to Councillor Denis Todd for the meeting to be held on 16 June 2011.

1.2 IP&R Update

Warrumbungle Shire Community Strategic Plan 2012-2022

At the March 2011 meeting, Council received a report in relation to the Warrumbungle Shire Community Strategic Plan (CSP) 2012-2022; which is a requirement of the Integrated Planning and Reporting (IP&R) legislation. Council resolved to engage the Centre for Local Government to (CLG) to complete the CSP process in partnership with Council staff (**Resolution No 327**). This will enable the organisation to develop and implement the Community Engagement Strategy, CSP and produce the 4 year Delivery Program and 1 year Operational Plan.

The first workshop for Councillors and General Manager is being held in the afternoon of Wednesday 8 June, with a full day session being conducted on Thursday 9 June for staff.

Another workshop will be provided to Councillors and staff in July or early August – a date is yet to be fixed - to develop the Community Engagement Strategy, followed by a training session for staff in guiding the public forums whilst we undertake the community consultation process.

A formal IP&R team be created and led by the General Manager that will include Directors, Managers and some supervisors/front line staff from each office or location. This will ensure acknowledgement of Council's staff individual knowledge and understanding of the community in which they work and provide services. The team will incorporate people from;

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- each of the management areas of Council responsible for each part of the Resourcing Strategy eg. Finance and Human Resources
 - each of our service centres; Baradine, Coonabarabran, Binnaway, Mendooran, Dunedoo and Coolah.

This cross functional group will allow for a whole of council input, sharing of workload and provides ownership of the process to staff and individual workplace teams.

Community forums will be held in late August/early September with a period to allow for survey distribution and promotion, data collection. It is envisaged IP&R team staff may also be involved in attending target group sessions such as Development Group/Progress meetings, Rotary, Chamber of Commerce, Schools and Local Aboriginal Lands Councils. An opportunity for local Interagency and regional State and Federal Government agency input will also be provided during this consultation period.

A draft CSP will be presented to Council in November 2011 for comment before being placed on public exhibition. The CLG will work with Council staff providing templates for the CSP, Delivery Program and Operational Plan; and ensuring the Resourcing Strategy; Asset Management Plan, Workforce Management Plan and Long Term Financial Plan talks to the CSP.

A budget allocation of \$55,000 has been provided in the 2011-2012 Management Plan that combined with the 2010-2011 funds remaining in IP&R project (\$47,483) will meet costs associated with this project.

The CLG costs will be approximately \$50,000 plus facilitator expenses; travel and accommodation for workshops and community forums. The remaining funds provided will allow for a small promotional budget, community forum expenses, some staff time, any survey's or contracting of web based survey tools.

RECOMMENDATION

For Council's information.

1.3 Management Plan Report – March 2011

Attached is a report on the Management Plan for the third quarter ending March of the 2010/2011 financial year. You should be able, through the page numbers, to reference this report against the undertakings in the Management Plan.

RECOMMENDATION

That Council note and receive the report.

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STEVE LOANE
GENERAL MANAGER

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PROGRAM: Governance
PRINCIPAL ACTIVITY: Governance
OBJECTIVE GROUP: Council

<i>COST CENTRE OBJECTIVE:</i>		To be aware of the challenges confronting Local Government locally and on a regional basis. To be consistent, efficient and equitable in decision making, to operate with uncompromising integrity and to encourage the citizens of Warrumbungle Shire to participate in the governance of the community.	
<i>EXECUTIVE - COUNCIL</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
86	Conferences	To allow all Councillors an opportunity to be part of and well informed on all Local Government activities	C Division Conference hosted in Coonabarabran March
	Consultancies	To provide assistance to Council in senior staff appointments.	LGMS appointed to assist Council recruit new General Manager
	Subscriptions	To be an active and supportive member of the Shires Association.	Council member LGSA
87	Donations	To provide support for community organisations in accordance with set policy	Donations Policy reviewed and adopted in preparation for Management Plan 2011-2012
	Councillors	To provide Councillors with the level of remuneration as statutorily required and to allow Councillors to participate fully in the decision making process.	Councillor payments made as per schedule and requests.
	Other	To meet the overhead charges attributed to the governance section.	Completed
	Civic Functions	To ensure that all civic functions are professionally presented and Council's relationships provide a positive image of Council.	Australia Day functions held in each town. Ambassadors hosted for North and South tours involving Mayor, Deputy Mayor, Councillors and Acting General Manager's.

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PROGRAM: Executive
PRINCIPAL ACTIVITY: Governance
OBJECTIVE GROUP: Organisation Structure

<i>COST CENTRE OBJECTIVE:</i>		To ensure the internal staffing structure is one that is able to meet the challenges of change and community expectations. A dynamic organisation that is efficient, effective and equitable.	
<i>EXECUTIVE – ORGANISATION STRUCTURE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
88	Organisation Structure	To monitor the structure of the organisation so as to encourage accountability and enthusiasm throughout the Council organisation.	No changes made to Organisational Structure whilst in Acting GM position
		To progressively improve the quality and range of services provided.	Organisation services maintained
	Corporate Affairs	To provide transparent and accountable local government exercising community leadership. Promote communication and consultative processes that encourage effective participation by the community and Council's decision makers.	Special and Monthly meetings held in January, February and March 2011 – Coonabarabran and Coolah. Public Forums invited and well attended.

PROGRAM: Executive
PRINCIPAL ACTIVITY: General Manager
OBJECTIVE GROUP: Public Relations

<i>COST CENTRE OBJECTIVE:</i>		To effectively advise the community of Council's plans, objectives and goals and to foster community involvement and a common sense of purpose.	
<i>EXECUTIVE – PUBLIC RELATIONS</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
89	Public Relations	To keep the community informed of Council activities through all available avenues	Local media advised of Council activities

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PROGRAM: Executive
PRINCIPAL ACTIVITY: General Manager
OBJECTIVE GROUP: Economic Promotion (022)

<i>COST CENTRE OBJECTIVE:</i>		To promote and foster at every opportunity the unique advantages of Warrumbungle Shire to potential developers. To encourage existing business to expand to service the Shire and adjoining region.	
<i>EXECUTIVE – ECONOMIC PROMOTION</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
90	Economic Promotion	To review the community facilities available, ascertain desirable classes of developments and facilitate promotional activities.	No matters raised

PROGRAM: Executive
PRINCIPAL ACTIVITY: General Manager
OBJECTIVE GROUP: Management and Leadership (023)

<i>COST CENTRE OBJECTIVE:</i>		To ensure that the available resources are used to efficiently and effectively implement Council’s aims, objectives and policies. To develop an organisation that is enthusiastic and willing to accept the challenges of external contestability while providing a total quality service to the community.	
<i>EXECUTIVE – MANAGEMENT AND LEADERSHIP</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
91	General Manager - Management and Leadership	To ensure that all Council programs are met, subject to available resources. That new management practices are considered to improve efficiency and effectiveness.	General Manager finished 13.01.11. Director Community and Director Technical Services appointed to share Acting General Manager role to enable recruitment process for new GM
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Business Continuity Plan and Climate Change projects commenced – Echelon

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
		Cobbora Coal Mine Strategy - Council adopt each of the fifteen (15) strategies noted for implementation and that the General Manager report at each quarterly review on the specific outcomes achieved toward each strategy.	Mine project on hold pending NSW Government review of sale of Electricity

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PROGRAM: Executive Services
PRINCIPAL ACTIVITY: Human Resource Services
OBJECTIVE GROUP: Human Resource Management

<i>COST CENTRE OBJECTIVE:</i>	To provide a cost-effective, professional people management service such that: <ul style="list-style-type: none"> • Council people reach their full potential as efficient and effective contributors to Council and Warrumbungle Shire; • Council people are treated fairly and with respect in a culture of safety, equality and merit; • Employment conditions are both motivational and in accordance with appropriate awards, agreements, contracts and legislation; • People-related risks are identified, assessed and controlled to the extent possible; and • The Council workforce structure, competencies, policies and procedures facilitate the achievement of Council objectives, values and operating requirements both now and into the future.
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EXECUTIVE SERVICES – HUMAN RESOURCE SERVICES

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
93	Human Resources Management	Provide comprehensive and best practice Human Resource services to enable staff and managers to achieve their corporate objectives through research, networking and attendance at specialist training sessions.	HR launched its intranet site to the organisation and commenced training to staff on its content and use. The department continues to recruit trained and qualified casual staff to fill gaps in areas of Council when required. All Managers and Directors given advice and support in all staff issues.
94	Payroll Services	Provide an efficient payroll service to the Organisation.	Payment of wages to all staff completed on time.
	Training	To prepare and implement an ongoing training plan that best ensures that councillors and staff have a suitable skill level to fulfil and improve the delivery of all Council services.	Training undertaken for Confined Spaces, Dual Diplomas, RTA Blue Card, Yellow Card, Red Card and Orange Card. Various staff continue their traineeships which are close to completion with several new traineeships commenced this quarter.
	OH & S Risk Management	Provide an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Selected staff undertook Risk Assessment Training. Numerous workplace safety inspections were undertaken by the workplace safety officer. This quarter there were 8 reported workplace incidents and 5 workers compensation claims were made.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Staff Recruitment Services	Provide a cost effective, timely and professional recruitment, selection and induction procedure, advice and support services to enhance stability and continuity in staffing establishment.	This quarter six new staff commenced, eight staff left Council, two staff changed positions, one staff member resigned and ten staff currently being recruited.
95	Salary System Management	Provide comprehensive, easily administrated, fair and equitable appraisal processes to ensure that all staff are assessed at least annually and that employees are remunerated, rewarded and developed in accordance with all relevant Awards, Agreements, legislation and Best Practice principles.	HR received and processed several requests for competency reviews following completion of required training and/or following completion of first six months of employment with Council.
	Organisational Development	Provide advice and support and contribute to the improvement of organisational structure, systems, procedures and processes to ensure an effective and efficient organisational structure.	No changes to organisational structure due to absence of permanent General Manager.
	Industrial Relations	Provide advice to management on industrial matters and negotiate matters with staff and Industrial Bodies.	Currently undertaking a matter in the Industrial Commission in conjunction with the Local Government Shires Association.

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PROGRAM: Executive Services
PRINCIPAL ACTIVITY: Tourism and Economic Development Services
OBJECTIVE GROUP: Economic Development

<i>COST CENTRE OBJECTIVE:</i>	To actively promote and provide an efficient and cost effective economic development and marketing program, to facilitate and encourage economic development within the Shire.		
<i>ECONOMIC DEVELOPMENT OBJECTIVE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
95	Developmental Services Management	<p>An accessible, customer focused Economic Development and Information Service.</p> <p>Facilitate and co-ordinate the shire's business growth and development</p>	<ul style="list-style-type: none"> ▪ Continuing partnerships with I & I, BEC, RDA-Orana, Renewable Energies Precinct, ANU and NPWS ensure currency of information and access to specific programs and services; ▪ Team Leader meeting with industry operators and developers. ▪ Team Leader attendances at conferences and meetings to network with agencies. ▪ Team Leader has maintained a sound relationship with the Renewable Energies Precinct Project Officer and monitored the ongoing debate around Rural wind farms; noting NSW Legislative Council and Federal Govt Senate Enquiries report on issues from both sides of the argument. The differing views and perceptions of potential difficulties need to be addressed for our own community in advance of any further development ▪ Continuing link with CLAIR (the Japan Local Govt agency) to progress introductory phase of sister city exchange.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
95			<ul style="list-style-type: none"> ▪ 2 category winners in Orana Regional Business Excellence Awards – profiles to wider community.. ▪ Cluster Skills Attraction Strategy seeking additional funding from alternative funding bodies (not LGA's)! ▪ Attendance with business operators at seminar on Energy Saving/Cost Saving. ▪ RDA, I & I and BEC personnel directed to individual businesses seeking specific assistance. ▪ Support for private astronomy project valued at >\$1m and liaison with funding agencies ▪ RDA reaffirmed aspects of the Orana Regional Plan; ie: to build the sustainability of tourism and tertiary institutions with a particular focus on capitalising on existing assets. This was presented to MRDB Round Table (advises Min Crean). ▪ T/L working with ANU on project to upgrade SSO facilities - \$38m part funded through Federal Government programs ▪ T/L attendance at RDA-Orana, Economic Development Officers and OROC meeting on Healthier Communities. ▪ Sourcing information on needs for community workshops; to host NABS Schools First seminar to assist regional schools to attract project funds; eCommerce opportunities for local businesses and succession planning and retirement seminars.
96	OH & S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	<ul style="list-style-type: none"> ▪ Building and grounds continue to be maintained in a safe manner. ▪ All full time staff undertaken Risk Assessment Training. ▪ Staff representation on the OH&S Committee. ▪ No accidents or incidents reported.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
96	Economic Development Industrial Subdivision	Additional industrial land being made available for sale.	<ul style="list-style-type: none"> ▪ Awaiting outcomes of re-classification of land for industrial subdivision in Ulan Street and the Oxley Highway blocks ▪ Meetings with agents and developers on land for large scale business development.
	Economic Promotion	Implement an effective economic promotion campaign.	<ul style="list-style-type: none"> ▪ Successful in attracting events and conferences – Teachers Fed (100 beginning teachers 3 days), Rotary Conf (500 delegates 4-5 days conf costs were in excess of \$100k plus accom and incidental spending), RDA-EDO, TASAC, Orange Cary Rally etc. Support through sponsorship, wireless connection to town hall, event coordination assistance. ▪ Print media advertising into Wollongong/Sth Coast. ▪ Operator member of China Business Council selling to China market – displaying WSC promotional material. Provided translated flyer for distribution at trade shows in China. Korea as an emerging market indicates a need to prepare further translations.

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PROGRAM: Executive Services
PRINCIPAL ACTIVITY: Economic Development and Tourism Services
OBJECTIVE GROUP: Economic Development

<i>COST CENTRE OBJECTIVE:</i>	To support the Community Development officers in Binnaway, Baradine, Mendooran, Dunedoo and Coolah. To source and promote Community Funding opportunities for local community groups and organisations.
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ECONOMIC DEVELOPMENT

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
97	Economic Development	<p>An accessible and customer focused Community Economic Development service.</p> <p>Encouraging a collaborative and collective action by the community towards building active and sustainable communities.</p> <p>Establish needs, opportunities and facilitate funding sources for local Economic Development projects.</p>	<ul style="list-style-type: none"> ▪ Team Leader chaired CDO meeting and provided support for community initiatives ▪ Materials from funding and development agencies distributed to CDO's, business groups and individual operators ▪ CDO's represent on the TED Committee and contribute to shirewide initiatives.. ▪ Actively involved in International Womens Day in Coonabarabran (successfully submitted for funding to assist this event and an on-line interactive presentation); ▪ Regular attendance at Chamber of Commerce meetings and contributing to planning.

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PROGRAM: Executive Services
PRINCIPAL ACTIVITY: Tourism and Economic Development Services
OBJECTIVE GROUP: Visitor Information Services

<i>COST CENTRE OBJECTIVE:</i>		To vigorously provide and promote an efficient and cost effective Visitor Information Service and Centre.	
<i>TOURISM INFORMATION OBJECTIVE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
98	Visitor Information Centre	An accredited and customer focused Visitor Information Service	<ul style="list-style-type: none"> ▪ Coonabarabran VIC complies with Level 1 accreditation requirements – returns completed; ▪ Competency review and upgrade for TO-Admin; ▪ Volunteer training for Dunedoo.
99	Tourism Promotion	Implement an effective tourism marketing and promotions campaign, which is aligned to market research.	<p>Market Targets</p> <ul style="list-style-type: none"> ▪ Print media and website advertising in group travel, motor home and caravanning publications using print media & websites. <p>Promotion Campaigns</p> <ul style="list-style-type: none"> ▪ With Newell at SA and VIC C & C Shows – positive responses. ▪ Maintain TNSW and regional websites; traffic to each grows. ▪ Maintenance and distribution of regional events calendar <p>Local Product</p> <ul style="list-style-type: none"> ▪ Support provided to developer of new astronomy complex and also ANU proposal for Exploratory upgrade.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Technical Services
OBJECTIVE GROUP: Technical Services Management

<i>COST CENTRE</i>		To provide leadership and technical management expertise for the effective maintenance and sustained improvement of the community's infrastructure assets.	
<i>OBJECTIVE:</i>			
<i>TECHNICAL SERVICES – TECHNICAL SERVICES MANAGEMENT</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
107	Management Services	To provide managerial control and support to the division	A significant feature of the quarter was ongoing repairs to roads damaged by the December flood event. Ongoing discussions and negotiation with the RTA regarding Council's flood damage claim.
	Technical Services	To provide technical advice to the division, the organisation and the Council.	Staff issues continue in the water and sewerage section with the resignation of the Technical Officer and an operator from Coolah. Also, the southern supervisor was on long service leave. Staffing issues were also experienced in the Road Contracts section and a consultant has been engaged to assist with management of the RTA contract. Several design project nearing finalisation have been held up because of staff changes. In particular the Cowper Street drainage project and the Teridgerie Creek stabilisation project.
			I attended the Roads forum organised by the local member in Gilgandra. A progress meeting was held regarding the Coonabarabran Mungindi road study. Development of a flood study and flood management plan for Baradine is progressing satisfactorily. Another meeting of the Committee was held during the quarter. The construction of the Cassilis Street Culvert extension was a significant project undertaken during the quarter. Also, tenders were invited and considered for the Yuggel Creek bridge project.
<i>PAGE</i>	<i>ACTIVITY</i>	<i>PERFORMANCE</i>	<i>PROGRESS UPON REVIEW</i>

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<i>NO.</i>		<i>TARGET</i>	
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Training of staff is supported as required. OH&S is a set agenda item at Supervisors meetings and discussed at Managers meetings. Updating of the Mine Safety Management Plan is nearing completion. 15 Operational staff have now had training from DPI as mine production managers.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Capital Works (Recurrent)

COST CENTRE OBJECTIVE:	To implement Council's capital works program to Council's standard in a cost effective and environmentally conscious manner within budget allocation.
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TECHNICAL SERVICES – CAPITAL WORKS (RECURRENT)

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
109	Rural Local Roads (Const)	Reconstruct sealed local roads to Council's standards within budget allocation utilising industry best practice.	No works undertaken in third quarter with grader crews focussed on flood damage on unsealed roads
	Town Streets (Const)	Undertake Council's street construction program in accordance with Council's standards within budget giving due consideration to aesthetic and environmental issues.	Old common Road nearing completion. Road to be sealed in third quarter. Work has commenced on the Cassilis St widening.
110	Footpaths (Const)	Provide safe and trafficable extensions to the current footpath network in accordance with Council's policy and budget.	Design nearing completion for footpath at Coonabarabran Pool. Construction scheduled for forth quarter.
	Regional Roads (Const)	Construct regional roads to RTA standard within allocation using industry best practice.	Construction work has commenced at both Yuggel Ck and on MR129 northwest of Baradine.
	State Roads (Const)	Construct regional roads to RTA standard within allocation using industry best practice.	Barney's Reef work proposal submitted and awaiting approval from RTA. Work likely to be deferred to next financial year.
	Drainage (Const)	Extend existing drainage networks within budget allocation in order to improve efficiency and remedy localised problems.	Drainage construction undertaken in Dunedoo with projects in Edward and Cowper Street, Coonabarabran scheduled for May/June. K&G in Yarrow St and Tucklan St Dunedoo has started

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Road Operations Management

<i>COST CENTRE OBJECTIVE:</i>		To provide leadership and technical input across all road operations objectives while monitoring performance of work crews against Council standards and budget allocations.	
<i>TECHNICAL SERVICES – ROAD OPERATIONS MANAGEMENT</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
111	Road Operations Management	Complete relevant Council programs to standard and within budget allocation with a strong customer focus and in co-operation with other regulatory bodies.	Outcomes being met within budget allocation. Expenditure at 86%.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OH&S policies and procedures currently being reviewed with a number of policies having to be re-written to reflect current risk management practices.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Rural Roads M & R

<i>COST CENTRE OBJECTIVE:</i>		Maintain Shire road network to ensure a safe and trafficable surface.	
<i>TECHNICAL SERVICES – RURAL ROADS M & R</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
112	Bridges local roads - maintenance & repair	Complete maintenance in accordance with agreed budgets	No bridge maintenance undertaken in this quarter.
	Local Roads Sealed	Complete maintenance in accordance with agreed budgets	Heavy demand for tar patching and causeway maintenance. Expenditure at 88%.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Local roads unsealed	Complete maintenance in accordance with agreed budgets	Wet weather has necessitated gravel works outside the program As well as increased grading requirement. Expenditure at 96%
	Flood damage local roads	Complete programme in accordance with agreed budgets	Negotiations held with RTA regarding flood damage claim. Flood damaged roads are progressively being repaired

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Regional & State Roads M & R

<i>COST CENTRE OBJECTIVE:</i>	Maintain and improve regional road network within budget supplied with RTA block grants and maintain State roads in accordance with single invitation contract.
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TECHNICAL SERVICES – REGIONAL AND STATE ROADS M & R

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
113	Regional Roads Traffic Facilities	Complete all Traffic Committee signage in accordance with agreed budgets.	Traffic committee signage installed as directed. Budget 26% expended.
	Regional roads maintenance	Complete maintenance in accordance with agreed budgets optimising outcomes for each regional road within the network.	Maintenance work undertaken as required – particularly pothole patching.
	State roads maintenance	Undertake works in accordance with the RTA Single Invitation Maintenance Contract.	Works being completed in accordance with RMCC contract. Maintenance allocations increased for pothole patching
	Flood damage regional roads	Complete programme in accordance with agreed budget, as negotiated with the RTA.	Flood damaged roads progressively being repaired. Mow Creek repairs completed during quarter.
	National Roads - SH17	Undertake works in accordance with the RTA Single Invitation Maintenance Contract.	Works completed in accordance with RMCC contract. Heavy patching with asphalt scheduled for forth quarter.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Regional Roads -Bridges	Maintain regional roads bridges in accordance with budget and identify future maintenance required.	No work scheduled.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Town Streets

<i>COST CENTRE OBJECTIVE:</i>	Maintain and improve kerb, gutter and drainage structures.
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TECHNICAL SERVICES – TOWN STREETS MAINTENANCE (234)

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
114	Road Maintenance	Complete maintenance in accordance with agreed budgets endeavour to extend the effective life of the asset.	Streets budget being expended primarily on pothole patching due to rain induced pavement failures.
	Drainage Structure Maintenance	Clear waterway area and ensure sound storm water structures.	Drainage maintenance undertaken in Dow's Lane with kerb and gutter maintenance undertaken in surrounds.
	Footpath Maintenance	Undertake maintenance as required. Footpaths in safe and trafficable condition.	Minimum maintenance undertaken across shire with Binnia Street in Coolah being patched and some work in Coonabarabran streets
	Street Lighting	Provide for street lighting charges made by Country Energy	Allocation appears sufficient to cover Country Energy's charges.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Private Works – Road Operations (237)

<i>COST CENTRE OBJECTIVE:</i>		To maximise the use of Council owned plant and labour and provide a profit to Council while servicing the community.	
<i>TECHNICAL SERVICES – PRIVATE WORKS – ROAD OPERATIONS (237)</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
115	Private works	Provide competitive hire rates within Council Policy. Return a profit of private works to Council.	Works undertaken at only 26% with crews focussed on repair of Council's road network.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Operations
OBJECTIVE GROUP: Car Parking

<i>COST CENTRE OBJECTIVE:</i>		Maintain well organised and convenient parking areas that are easily accessible for both able bodied and disabled patrons.	
<i>TECHNICAL SERVICES – CAR PARKING</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
116	Car parking	Undertake maintenance as required.	Entire budget expended on rates and insurance.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Contracts
OBJECTIVE GROUP: Contract Services Management

<i>COST CENTRE</i>	Effective management of major road and bridge contracts and provision of safe and environmental sustainable quarry operations.		
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
66	Management	Provision of contract services to Technical Services division	Significant disruption to management activities during the period. The Manager was on leave for most of the period.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OHS documents included in RTA RMCC "quality documents" for RTA works. OHS documents included bitumen sealing and aggregate supply contract documents..
	Gravel pits and Quarries	Gravel pit and quarry operations completed in accordance with all statutory requirements	The project to update the Mine Safety Management Plan is ongoing

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Contracts
OBJECTIVE GROUP: State Roads

<i>COST CENTRE OBJECTIVE:</i>		Maximise return to Warrumbungle Shire through the RTA contract.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
67	RTA Road Maintenance Council Contract	Maximise financial return to council from RTA contract	The income has recovered and now exceeds expenditure by \$82,000.
	RTA Works Orders	Maximise financial return to Council from RTA contract	The RTA advised that the project on SH18 near Barney's Reef Road has been deleted from the current year because Council not able to complete the project. Also, the project on SH18 near Dunedoo has been put back to next year because of concerns about flooding. Planning works continued on other projects including, slope stabilisation, heavy patching in John St Coonabarabran.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Contracts
OBJECTIVE GROUP: Regional Roads

<i>COST CENTRE OBJECTIVE:</i>		Complete the resurfacing of bitumen sealed roads to ensure life expectancy of road is achieved.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
68	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	A significant proportion of bitumen resealing projects on local and rural roads completed. The scheduled third and final visit by Roadworx did not occur because they were not available. Discussions held with another Contractor to finish the work.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Contracts
OBJECTIVE GROUP: Local Roads

<i>COST CENTRE OBJECTIVE:</i>		Complete the resurfacing of bitumen sealed roads to ensure life expectancy of road is achieved.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
69	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	Local road program has mostly been completed.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Road Contracts
OBJECTIVE GROUP: Town Streets

<i>COST CENTRE OBJECTIVE:</i>		Complete the resurfacing of bitumen sealed roads to ensure life expectancy of road is achieved.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
70	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	Town Streets program has mostly been completed except for Baradine.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water - Baradine

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
125	Water Mains - Baradine	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	There were no water main breaks over the period. Investigations continuing on the project to replace a main on the western end of Wellington Street.
	Water Meters - Baradine	Maintain water meters in accordance with policies and standards.	Water meters repaired or replaced as required.
	Water Pumping Station - Baradine	Maintain pumping stations in serviceable condition.	Pump station providing service as required. Electrical problems with clear water pump were addressed.
	Water Reservoirs - Baradine	Maintain water reservoirs	No progress made on determining cost of removing 1.5m of sludge in the reservoir.
	Water Telemetry Sys - Baradine	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily
	Water Treatment Plant – Baradine	Provide water in accordance with Australian Drinking Water guidelines	Investigation and design is continuing on replacing overhead backwash tank, replacement tank on order. Onsite installation of fluoride equipment commenced.
126	Water Other Baradine	Monitor water quality in reticulation system	Water quality monitored by Environmental Services Division and no adverse reports received.
	Water Management Baradine	Completion of projects in accordance with budget constraints	Water consumption charges are within expectations for quarter at 62%. Recurrent expenditure is 63% of allocation.
	OH&S / Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OH&S and risk management procedures implemented as required.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water – Binnaway

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
127	Water Mains - Binnaway	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	There were three(3) water main breaks over the period. Mains replacement project is behind schedule due to resource constraints.
	Water Meters - Binnaway	Maintain water meters in accordance with policies and standards.	Water meters providing service as required.
	Water Pumping Station - Binnaway	Maintain pumping stations in serviceable condition.	Pumps providing service as required.
	Water Reservoirs - Binnaway	Maintain water reservoirs	Reservoir providing service as required.
	Water Telemetry Sys - Binnaway	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily.
	Water Treatment Plant - Binnaway	Provide water in accordance with Australian Drinking Water guidelines	Onsite installation of fluoride equipment commenced.
	Water – Other – Binnaway	Monitor water quality in reticulation system	Water quality monitored by Environmental Services Division and no adverse reports received.
	Water Management - Binnaway	Completion of projects in accordance with budget constraints.	Water consumption charges are below expectations for quarter at 50%. Recurrent expenditure is 78% of allocation.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water - Coonabarabran

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
128	Water Mains - Coonabarabran	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Water main extension projects in King Street and Edwards Street completed. New main in Rifle Range Road completed. There was one(1) main break and 2 service breaks over the period.
	Water Meters – Coonabarabran	Maintain water meters in accordance with policies and standards.	Water meters providing service as required.
	Water Pumping Station - Coonabarabran	Maintain pumping stations in serviceable condition	Pumping Station providing service as required.
	Water Reservoirs – Coonabarabran	Maintain water reservoirs including Timor Dam in a safe and reliable condition.	Reservoir providing services as required.
	Water Telemetry Sys – Coonabarabran	To provide accurate and reliable monitoring and warning system.	Telemetry system providing satisfactory.
	Water Treatment Plant Coonabarabran	Provide water in accordance with Australian Drinking Water guidelines	Onsite installation of fluoride equipment commenced.
	Water Plumbers Shed – Coonabarabran	Depot and storage shed adequately meets the needs of the water services section.	Depot meeting current needs
	Water Management – Coonabarabran	Completion of projects in accordance with budget constraints	Revenue from water consumption is below expectation at 49 %, however overall overall revenue is at 89% of expectation.. Recurrent expenditure is above expectations at 86% due mainly to flushing and water quality testing.
	Water – Water samples – Coonabarabran	Monitor water quality in reticulation system.	An extensive water main flushing program continued during quarter. Complaints continued to be received from residents in the eastern side of Coonabarabran – Dalgarno Street, Cassilis Street, Cowper Street and Little Timor Lane.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water – Coolah

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
129	Water Mains - Coolah	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	There were no main breaks during the period however, there were a number of service breaks – particularly in Binnia Street in the CBD. Mains replacement work commenced in Martin Street.
	Water Meters – Coolah	Maintain water meters in accordance with policies and standards.	Water meters replaced as required
	Water Pumping Station – Coolah	Maintain pumping stations in serviceable condition	Pump station providing service as required.
	Water Reservoirs – Coolah	Maintain water reservoirs.	Reservoirs providing satisfactory service. The reservoir in Wentworth Street is leaking and is being monitored.
	Water Treatment Plant - Coolah	Disinfection of water in accordance with Australian Drinking Water guidelines	Several problems with dosing of chlorine were addressed during the quarter. Onsite installation of fluoride equipment commenced.
	Water Management – Coolah	Completion of projects in accordance with budget constraints.	Revenue from water consumption below expectations at 46%. Recurrent expenditure is 81% of allocation

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water – Dunedoo

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
130	Water Mains - Dunedoo	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	There were two(2) main breaks during the period. Mains replacement project in Digilah Street commenced. Licence sought from ARTC for under bore of railway line.
	Water Meters – Dunedoo	Maintain water meters in accordance with policies and standards.	Water meters replaced as required.
	Water Pumping Station – Dunedoo	Maintain pumping stations in serviceable condition	Pump station providing service as required. Licence obtained to undertake exploration for another bore, however, no physical works completed
	Water Reservoirs – Dunedoo	Maintain water reservoirs.	Reservoirs providing satisfactory service.
	Water Treatment Plant - Dunedoo	Disinfection of water in accordance with Australian Drinking Water guidelines	Chlorine disinfection equipment now working satisfactorily.
	Water Management – Dunedoo	Completion of projects in accordance with budget constraints.	Revenue from water charges is below expectations at 36%. Recurrent expenditure is at 78% of allocation/

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water – Mendooran

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
131	Water Mains - Mendooran	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	No significant works undertaken. There were no main breaks over the period.
	Water Meters – Mendooran	Maintain water meters in accordance with policies and standards.	Water meters replaced as required.
	Water Pumping Station – Mendooran	Maintain pumping stations in serviceable condition	Pump station providing service as required.
	Water Reservoirs – Mendooran	Maintain water reservoirs.	Reservoirs providing satisfactory service.
	Water Treatment Plant - Mendooran	Disinfection of water in accordance with Australian Drinking Water guidelines	There are continuing operational problems with new WTP. Onsite installation of fluoride equipment commenced.
	Water Management – Mendooran	Completion of projects in accordance with budget constraints.	Revenue from water consumption well below expectations at 38%. Recurrent expenditure at 63% of allocation.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Water – Villages

<i>COST CENTRE</i>		To provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
132	Water – Bugaldie	Source and supply water as required	Income and expenditure within budget expectations. No significant issues to report.
	Water – Kenebri	Source and supply water as required	Income and expenditure within budget expectations.
	Water – Merrygoen	Source and supply water as required	Income and expenditure within budget expectations. No significant issues to report The project to install a new reservoir and pipeline easement has slowed due to resource constraints.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Waste Water – Baradine

<i>COST CENTRE</i>		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
133	Sewerage Mains Baradine	Losses to mains limited to industry standard. No incidences of property damage due to sewage overflow.	General maintenance of the vacuum system is being managed by agreement with a local plumber. The process of developing a contract is underway. A program of preventative maintenance is underway and many issues are being addressed.
	Sewerage Pumping Station Baradine	No overflows from pump station. Pump station operating at optimum performance.	Pump station providing satisfactory performance.
	Sewerage Treatment Works Baradine	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	Sewage treated as required. Discussion with EPA on need for licence agreement.
	Sewerage Management Baradine	Sewerage projects completed in accordance with budget constraints	Overall revenue is below expectations at 60%. Recurrent expenditure is 91% of allocation.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Waste Water - Coonabarabran

<i>COST CENTRE</i>		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
134	Sewerage Mains Coonabarabran	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	There were 10 sewer chokes during the period. Smoke testing of sewer lines behind schedule.
	Sewerage Pumping Station Coonabarabran	No overflows from pump station. Pump station operating at optimum performance.	Pump station operating satisfactorily.
	Sewerage Treatment Works – Coonabarabran	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	Treatment plant providing service as required. EPA licence return completed during period.
	Sewerage Management	Sewerage projects completed in accordance with budget constraints.	Overall revenue is 58% of allocation which is well below expectations. Recurrent expenditure is 81% of allocation.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Waste Water - Coolah

<i>COST CENTRE</i>		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
135	Sewerage Mains Coolah	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	There were 4 sewer blockages during the period
	Sewerage Pumping Station Coolah	No overflows from pump station. Pump station operating at optimum performance.	No significant issues
	Sewerage Treatment Works – Coolah	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	An inspection by an officer from NSW Office of Water highlighted some operational issues, which have since been resolved.
	Sewerage Management Coolah	Sewerage projects completed in accordance with budget constraints.	Overall revenue within expectations at 60%. Recurrent expenditure is high at 96% of allocation.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Water Services
OBJECTIVE GROUP: Waste Water - Dunedoo

<i>COST CENTRE</i>		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
136	Sewerage Mains Dunedoo	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	There were five(5) sewer blockages reported during the quarter.
	Sewerage Pumping Station Dunedoo	No overflows from pump station. Pump station operating at optimum performance.	Pump station providing service as required.
	Sewerage Treatment Works – Dunedoo	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	The introduction of alum to the treatment process appears to be reducing the concentration of phosphorous and nitrogen in the final effluent.
	Sewerage Management Dunedoo	Sewerage projects completed in accordance with budget constraints.	Overall revenue is 59% of allocation. Recurrent expenditure is 92% of allocation.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Horticulture

<i>COST CENTRE</i>		To provide and maintain parks and reserves for the general public.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
138	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Support HR with all OH&S programs
139	Parks - Baradine	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park maintained. Capital work to be done.
	Parks - Binnaway	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park maintained. Neat and tidy.
	Parks - C'bran	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park maintained. Neat and tidy.
	Parks - Masters	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park maintained. Neat and tidy. Grass budget spent.
	Parks - Nandi	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park maintained. Neat and tidy. Grass budget almost expended.
	Parks - Coolah	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park maintained. Neat and tidy. Grass budget almost expended.
	Parks - Dunedoo	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park maintained. Neat and tidy. Grass budget almost expended.
	Parks - Mendooran	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park kept in tidy condition
	Parks - Neilson	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park kept in tidy condition
	Parks - Other Reserves	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park kept in tidy condition

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
139	Parks – David Bell	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park kept in tidy condition
	Parks – Timor	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Mown on program. Money almost expended.
	Trees – Parks Neilson	Keep trees in healthy state and to satisfy public within allocated budget.	Trees kept in healthy state.
	Trees – Parks Other Parks	Keep trees in healthy state and to satisfy public within allocated budget.	Trees kept in healthy state.
	Trees - Ovals	Keep trees in healthy state and to satisfy public within allocated budget.	Trees kept in healthy state.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Horticulture

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain parks and reserves for the general public.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
139	Streets - Grass cutting - Baradine	Grass to be kept in tidy state within allocated budget.	Mown within budget
	Streets - Grass cutting - Binnaway	Grass to be kept in tidy state within allocated budget.	Area mown on program. Vigorous growth.
140	Streets - Grass cutting - C'bran	Grass to be kept in tidy state within allocated budget.	Area mown on program.
	Streets - Trees	Keep trees in healthy state and to satisfy public within allocated budget.	Trees being maintained. Pruning to be done in Autumn.
	Streets- Grass cutting – Coolah	Grass to be kept in tidy state within allocated budget.	Mown on program. Funds 75% spent.
	Streets – Grass cutting – Dunedoo	Grass to be kept in tidy state within allocated budget.	Mown on program. Funds 100% spent.
	Streets – Grass Cutting – Mendooran	Grass to be kept in tidy state within allocated budget.	Mowing budget overspent.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Landcare – Street Cleaning

<i>COST CENTRE OBJECTIVE:</i>		To supply cleaning service to town streets.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
141	Street cleaning – Baradine	Ensure streets and gutters are kept in clean state and parking areas	Cleaned weekly.
	Street cleaning – Binnaway	Ensure streets and gutters are kept in clean state and parking areas	Cleaned weekly.
	Street cleaning – Coonabarabran	Ensure streets and gutters are kept in clean state and parking areas	Cleaned on program.
	Be Tidy Bins M & R	Ensure streets and gutters are kept in clean state and parking areas	Bins emptied. Budget overspent.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Toilets

<i>COST CENTRE OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
142	Toilets – CBD Coonabarabran	Toilets to be cleaned twice daily.	Toilets cleaned daily
	Toilets – David Bell Park	Toilets to be cleaned daily.	Toilets cleaned daily
	Toilets – Neilson Park	Toilets to be cleaned twice daily.	Toilets cleaned daily
	Coolah – McMaster Park	Cleaning three times weekly	Already overspent – toilets opened and locked every day.
	Black Stump Roadside rest	Cleaning three times weekly	Cleaned three times weekly
	Dunedoo – Milling Park	Cleaned daily	Cleaned daily
	Mendooran Lions Park	Cleaning three times a week.	Cleaned three times weekly
	Toilets – Baradine – Lions Park	Cleaning three times a week	Cleaned three times weekly. Budget 101% spent.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management - Baradine

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
144	Garbage Tips - Baradine	Ensure tip kept in tidy state	Area very hard to keep clean.
	Waste Services - Domestic Baradine	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Non Domestic Baradine	Ensure commercial rubbish is collected weekly.	Collected weekly
	Kerbside Recycling – Baradine	Ensure recycling collected on a weekly basis	Collected weekly
	Commercial Recycling – Baradine	Ensure commercial recycling collected on a weekly basis.	Collected weekly

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management – Binnaway

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
145	Garbage Tips - Binnaway	Ensure tip kept in tidy state	Area generally tidy.
	Waste Services - Domestic Binnaway	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Non Domestic Binnaway	Ensure commercial rubbish is collected weekly.	Collected weekly
	Kerbside Recycling – Binnaway	Ensure recycling collected on a weekly basis.	Collected weekly
	Commercial Recycling – Binnaway	Ensure commercial recycling collected on a weekly basis.	Collected weekly

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management – Coonabarabran

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
146	Garbage Tips – Coonabarabran	Ensure tip kept in tidy state	Tip tidy, covered daily, 95% spent.
	Waste Services - Domestic – Coonabarabran	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Collected weekly
	Kerbside recycling – Coonabarabran	Ensure recycling collected on a weekly basis.	Collected weekly
	Commercial recycling – Coonabarabran	Ensure commercial recycling collected on a weekly basis.	Collected weekly

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management - Other

<i>COST CENTRE OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
147	Waste Services – Domestic Kenebri	Ensure private rubbish is collected weekly	Collected weekly
	Waste Services – Recycling Kenebri	Ensure recycling is collected weekly	Collected weekly
	Waste Services - Domestic Bugaldie	Ensure private rubbish is collected weekly	Collected weekly
	Waste Services – Recycling Bugaldie	Ensure recycling is collected weekly	Collected weekly
	Waste Services - Domestic Ulamambri	Ensure private rubbish is collected weekly	Collected weekly
	Waste Services – Recycling Ulamambri	Ensure recycling is collected weekly	Collected weekly

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Warrumbungle Waste Management

<i>COST CENTRE OBJECTIVE:</i>		Provide clean and tidy landfill site and recycling centre.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
149	Waste services – Collection runs: Timor Road Purlewaugh Road Baradine Road River Road Bungabah Rural Oxley Highway Cobborah	Ensure private rubbish is collected on a weekly basis. Ensure Recycling is collected on a weekly basis.	Collected weekly

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management – Coolah

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
150	Garbage Tips – Coolah	Ensure tip kept in tidy state	Area generally tidy.
	Waste Services - Domestic – Coolah	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Collected weekly
	Kerbside recycling – Coolah	Ensure recycling collected on a weekly basis.	Collected weekly
	Commercial recycling – Coolah	Ensure commercial recycling collected on a weekly basis.	Collected weekly

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management – Dunedoo

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
151	Garbage Tips – Dunedoo	Ensure tip kept in tidy state	Area untidy.
	Waste Services - Domestic –	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Collected weekly
	Kerbside recycling –	Ensure recycling collected on a weekly basis.	Collected weekly
	Commercial recycling –	Ensure commercial recycling collected on a weekly basis.	Collected weekly

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management – Mendooran and Coolabah Estate

<i>COST CENTRE</i>		Provide waste depot.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
152	Garbage Tips - Mendooran	Ensure tip kept in tidy state	Area generally untidy.
	Waste Services – Domestic – Mendooran	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Non Domestic Mendooran	Ensure commercial rubbish is collected weekly.	Collected weekly
	Kerbside recycling – Mendooran	Ensure recycling collected on a weekly basis.	Collected weekly
	Commercial recycling – Mendooran	Ensure commercial recycling collected on a weekly basis.	Collected weekly

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Urban Services
OBJECTIVE GROUP: Waste Management – Other

<i>COST CENTRE</i>		Provide weekly collection services on designated runs	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
153	Waste Services – Domestic Neilrex	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Recycling Neilrex	Ensure recycling collected on a weekly basis.	Collected weekly
	Waste Services - Domestic Merrygoen	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Recycling Merrygoen	Ensure recycling collected on a weekly basis.	Collected weekly
153	Waste Services - Domestic Leadville	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Recycling Leadville	Ensure recycling collected on a weekly basis.	Collected weekly
154	Waste Services – Domestic Coolah rural	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services- Recycling - Coolah rural	Ensure Recycling collected on a weekly basis.	Collected weekly
	Waste Services – domestic Uarbry	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Recycling Uarbry	Ensure Recycling collected on a weekly basis.	Collected weekly

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Waste Services – Domestic Cobbora	Ensure private rubbish is collected weekly.	Collected weekly
	Waste Services – Recycling Cobbora	Ensure Recycling collected on a weekly basis.	Collected weekly
155	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Program supported.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Asset and Design Services
OBJECTIVE GROUP: Asset and Design Services Management

<i>COST CENTRE</i>		To effectively manage the Branch and provide cost effective technical support to the organisation	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
157	Management	Asset and Design Services projects completed with budget constraints. Provision of technical advice in relation to Development Applications.	The position of Manager remains vacant and this has slowed progress on many projects. Recurrent expenditure is in accordance with budget expectations at 73% of allocation.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Designs undertaken in accordance with Australian Standards and various best practice guidelines

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Asset & Design Services
OBJECTIVE GROUP: Traffic Management

<i>COST CENTRE</i>		To ensure that adequate facilities are in place for the safe movement of vehicular and pedestrian traffic.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
158	Traffic Management	Design and implementation of traffic control measures to improve road safety	Survey and design undertaken on the intersection of Edwards Street and John Street, Coonabarabran. Also, design undertaken at the intersection of Cunningham Street and Campbell Street.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Design Projects
OBJECTIVE GROUP: Survey Investigation and Design (223)

<i>COST CENTRE OBJECTIVE:</i>		The Survey, Investigation and Design Section of Roads Administration and Management provide finished plans developed from concept ideas through the investigation, survey and design phases to enable construction or rehabilitation works and major new works.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
159	Survey Investigation and Design	Provision of accurate and comprehensive Civil Engineering plans in accordance with budget constraints.	Survey and design task undertaken during the quarter include; Cowper Street Drainage, Deadmans Gully, Piambra Rd., Mt Nombi Rd, Dandry Rd causeway.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Asset and Design Services
OBJECTIVE GROUP: Asset Management

<i>COST CENTRE OBJECTIVE:</i>		To maintain a current listing of community infrastructure assets and report annually on their condition.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
160	Asset Management	To develop and update asset registers and report on asset condition in accordance with statutory requirements.	A local consultant was engaged to update water and sewer maps and update inventory of pumps.

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Fleet Services
OBJECTIVE GROUP: Fleet Services Management

<i>COST CENTRE OBJECTIVE:</i>		To provide modern plant to suit Council's requirements	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
162	Management	Provision of plant and equipment that meets operational requirements of the organisation and is in accordance with budget constraints.	All plant and equipment are meeting operational requirements and operating budget is down 3.51% or \$66,168.00 on budget forecast and income is up 1.95% or \$61,886.00 on budget forecast.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Depot is providing safe and secure workplace and meets all of user requirements; Monitoring of Under ground fuel storage system wells continues.

PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Fleet Services
OBJECTIVE GROUP: Depots

<i>COST CENTRE OBJECTIVE:</i>		Provision of safe, secure and effective depots.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
163	Depot – Baradine	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements; <u>Actual Vs Budget</u> Operating Expenditure of \$2,605.00 Vs Budget of \$8,200.00 or 31.77% of budget
	Depot - Binnaway	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements Power extension to sign shed has been carried out <u>Actual Vs Budget</u> Operating Expenditure of \$6,301.00 Vs Budget of \$8,200.00 or 76.84% of budget

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
163	Depot – Coolah	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements. Council resolved at the December meeting 2010 that there be a supplementary vote of \$63,080.00 for the rehabilitation of the site and installation of above ground fuel tanks. These tanks have been ordered and awaiting delivery <u>Actual Vs Budget</u> Operating Expenditure of \$21,464.00 Vs Budget of \$36,450.00 or 58.89% of budget
	Depot – Coonabarabran	Provision of depot to suit needs of users and meet all requirements.	Depot is providing safe and secure workplace and meets all of user requirements. Conduit has been laid for the upgrade of Council's IT system <u>Actual Vs Budget</u> Operating Expenditure of \$34,223 Vs Budget of \$40,300.00 or 84.92% of budget
	Depot – Dunedoo	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements; <u>Actual Vs Budget</u> Operating Expenditure of \$16,039.00 Vs Budget of \$24,900.00 or 64.41% of budget
	Depot – Mendooran	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements. <u>Actual Vs Budget</u> Operating Expenditure of \$4,377.00 Vs Budget of \$8,200.00 or 53.38 % of budget

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Fleet Services
OBJECTIVE GROUP: Plant & Equipment

<i>COST CENTRE</i>		Plant and equipment downtime is minimised and plant and equipment is safe and reliable to use.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
164	Plant and Equipment M & R	Maintenance and repair of equipment completed in a timely manner.	All maintenance and repairs of plant and equipment have been completed in a timely manner. AusFleet is now being used for all maintenance and repair records. <u>Actual Vs Budget</u> Operating Expenditure of \$1,613,637.00 Vs Budget of \$2,206,300 or 73.14 % of budget
	Radio Network	To maintain an effective communication system for Council's vehicles, offices.	Radio network is maintaining effective communications between Council's offices and vehicles. Investigating the relocation of Council's repeater at Dunedoo for better coverage. A full audit of all mobile radio's has been carried which has had a marked improvement of coverage . <u>Actual Vs Budget</u> Operating Expenditure of \$7,012.000 Vs Budget of \$20,000.00.00 or 35.06 % of budget

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PROGRAM: Technical Services
PRINCIPAL ACTIVITY: Fleet Services
OBJECTIVE GROUP: Workshops

<i>COST CENTRE OBJECTIVE:</i>		Provision of efficient and effective workshop in Coolah and Coonabarabran	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
165	Workshop Operations – Coolah	To provide modern workshop facilities to enable efficient repair of Council’s plant and equipment.	The facilities at Coolah workshop are providing modern workshop operations thus enabling efficient repairs with little downtime. <u>Actual Vs Budget</u> Operating Expenditure of \$13,403.00 Vs Budget of \$17,000.00 or 78.84 % of budget
	Workshop Operations – Coonabarabran	To provide modern workshop facilities to enable efficient repair of Council’s plant and equipment.	The facilities at Coonabarabran workshop are providing modern workshop operations thus enabling efficient repairs with little downtime. <u>Actual Vs Budget</u> Operating Expenditure of \$13,400.00 Vs Budget of \$20,000.00 or 67.00 % of budget

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Services Management
OBJECTIVE GROUP: Environmental Services Management

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage, promote and encourage an efficient and cost effective, caring and understanding Environmental Services Division which is attuned to the communities needs for the natural and built environment. To maintain an accessible and customer focused community information service.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
168	Environmental Services Management	Provision of an accessible and customer focused Environmental Services Division.	Budget components generally on target. Management plan for 2011/12 being overhauled and made more outcomes focused and written so as to be measureable. Shortages in available staff in Health Manager and Assistant Town Planner continue to limit the time available for more focused management of the departments issues.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Services Management
OBJECTIVE GROUP: Strategic Planning

<i>COST CENTRE OBJECTIVE:</i>		To effectively maintain Council's principal planning instruments in keeping with Council's adopted vision for the future development.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
169	Strategic Planning	Provision of an accessible, comprehensive and easily understood group of strategic planning instruments	<p>New consultants GHD Pty Ltd have now held meeting with Council and the draft strategy has been adopted at the March meeting of Council and forwarded to the Department of Planning.</p> <p>Still require Developer Service Plans to be able to raise water and sewer headworks charges. The consolidation of the DCP's into one modern document is progressing with a draft document received and being reviewed by staff. The lighting chapter has been reviewed and approved by the Observatory liaison committee.</p> <p>All documents currently available on Council's web site.</p>

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Services Management
OBJECTIVE GROUP: Environmental Services Projects

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage and complete department projects in accordance with changing demand.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
170	Environmental Services Projects	Efficiently complete all budgeted projects within available resources	The planning proposal to amend the classification of Council land has been reported to Council and Mitchell Hanlon Consulting are progressing the proposal for Council. Rural numbering is still 98% complete. The data for the rural numbering has been sent to practical for uploading onto Council rates database. The heritage advisor continues to work with the community on projects.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Services Management
OBJECTIVE GROUP: Environmental Management Policy Development

<i>COST CENTRE OBJECTIVE:</i>		To develop applicable community standards by reviewing and regularly updating all division policies in keeping with Council's vision for the provision of its environmental services function.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
171	Environmental Management Policy Development	Provision of current and appropriate policies as required.	No new policies implemented in this quarter.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Town Planning
OBJECTIVE GROUP: Development Assessment

<i>COST CENTRE</i>		To assess planning applications for adherence to Council's defined vision (Local Environmental Plan) for the development of the Shire in an ecologically sustainable manner. All applications for consent and enquiries dealt with professionally and within statutory periods.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
173	Development Assessment	Council's planning Instruments and Policies enforced through consistent and high quality approvals.	Existing LEPs (Coonabarabran and Coolah) with Contributions Plan and DCPs utilised for development control purposes. They are reviewed as part of the merit based assessment process. Streamlining of routine approvals occurs where possible and more complex applications are processed within acceptable time frames.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Town Planning
OBJECTIVE GROUP: Subdivision Approvals

<i>COST CENTRE OBJECTIVE:</i>		To assess subdivision applications for adherence to Council's defined vision (Local Environmental Plan) for the development of the Shire in an ecologically sustainable manner. All applications for consent and enquiries dealt with professionally and within statutory periods.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
174	Subdivision Approvals	Council's planning Instruments and Policies enforced through consistent and high quality approvals.	No subdivision DA's received in quarter.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Town Planning
OBJECTIVE GROUP: Planning Certificates

<i>COST CENTRE OBJECTIVE:</i>		To provide accurate, comprehensive certificates in response to data provided in the relevant application, addressing all statutory requirements.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
175	Planning Certificates	To deliver accurate and comprehensive zoning certificates reflective of Council's planning Instruments and Policies.	Certificate content constantly under review for technical correctness. Recent update of certificate to comply with legislative requirements. One hundred and one (101) applications processed this quarter.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Town Planning
OBJECTIVE GROUP: Heritage Conservation

<i>COST CENTRE OBJECTIVE:</i>		To identify items of potential heritage significance across the Shire. To assess relevant planning applications with appropriate sensitivity to their heritage significance.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
176	Heritage Conservation	Council's planning Instruments and Policies reflect appropriate heritage conservation strategies to be enforced by consistent and high quality approvals.	Conservation area proposals for each town provided as part of the LEP strategy and advice provided on DA's as required. Advisor providing advice to community organisations on conservation of heritage buildings as requested.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Town Planning
OBJECTIVE GROUP: Public Land Register & Leasing

<i>COST CENTRE OBJECTIVE:</i>		To assess leasing applications for adherence to Council's adopted policy and grant limited term leases that permit private/public usage in an ecologically sustainable manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
177	Public Land Register and Leasing	All vacant land leased where possible/relevant and maintained in accordance with budget to achieve maximum economic return.	Council's land register project has been completed but will require constant review. This project will assist greatly in the effective management of these public land areas. Leases are renewed annually and land parcels are advertised as they become available.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health
OBJECTIVE GROUP: Environmental Health Services Administration

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with environmental health statutory requirements across the Shire. To promote a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
179	Environment Health Services Administration	An accessible, customer focused community Environmental Health information service.	All complaints investigated in a timely fashion. The lack of a health manager full time may slow response times to complaints.
180	State of Environment Reporting	Document accurately reflects the current State of the Environment based on available information. Local and regional report to be completed annually	Regional State of the Environment Report 2009/10 complete and adopted on time. Again participated in the regional SOE report with Town planning assistant attending inception meetings and coordinating information required from Council. Budget expenditure on target.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health
OBJECTIVE GROUP: NSW Food Regulation Partnership

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for premises involved in food preparation activities through a partnership with the NSW Food Authority.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
181	NSW Food Regulation Partnership	Increased public awareness of food safety issues across the shire. Provision of an efficient inspection and disposal of contaminated foods service.	Approximately 95% of food shops visited and inspected by Health Manager with remainder to be completed before 30/6/2011. General level of compliance satisfactory.

PROGRAM: Environmental Services

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PRINCIPAL ACTIVITY: **Environmental Health**
OBJECTIVE GROUP: **Environmental Pollution Control**

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for the protection of the natural environment across the Shire. Maintain a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
182	Environmental Pollution Control	An accessible, customer focused information service about environmental hazards such as pollutants, illegal dumping and littering.	Fire damaged buildings containing asbestos causing major concerns with a lack of understanding of workcover requirements leading to Council having to educate people on the law. Illegal dumping continues to be an issue throughout the Shire in bushland.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health
OBJECTIVE GROUP: Public Swimming Pools Management

<i>COST CENTRE OBJECTIVE:</i>		To ensure Council's six (6) swimming pools are operated and maintained to a high standard and are compliant with any relevant legislation. To ensure a safe and attractive facility that meets community needs within available resources.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
183	Public Swimming Pools Management	Provide Swimming Pool	Staffing difficulties continue to be a major issue with the Baradine, Dunedoo & Binnaway pool managers being absent on extended leave. Absence of managers has meant some early morning swimming sessions not available. The staffing of six swimming pools is a major challenge in the early and late parts of the season when Uni students return to Uni.
183	Public Swimming Pools Management	Manage the maintenance and repairs of Council's swimming pool assets to ensure the efficient long-term provision of those facilities.	Minor maintenance only during this quarter pending the winter shutdown period.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health
OBJECTIVE GROUP: Public Cemetery Management

<i>COST CENTRE OBJECTIVE:</i>		To provide well maintained cemetery facilities within available resources.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
184	Public Cemetery Management	All cemeteries have adequate area available for grave site extension and are maintained to a reasonable and consistent standard.	Public cemetery administration management has been centralised and this system is producing good results. A substantial reduction in complaints in this area demonstrates an improvement in the community perception of Council's service. This area has benefitted from an increase in budget allocation over the past years.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control Services
OBJECTIVE GROUP: Building Control Services Administration

<i>COST CENTRE</i>		To ensure compliance with statutory building control standards across the Shire. Maintain a safe built environment in accordance with community expectations.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
186	Building Control Services administration	To create an accessible, customer focused building control information and inspection service. To create increased awareness of the need for building control services within the community.	Awareness of the need to make appointments to discuss DAs is gradually increasing, as is the need for 24-48 hours notice when booking inspections. Information brochures and forms are updated as required. Some illegal building work still occurs and thus far when drawn to Council's attention, we are quick to react and will issue PINS of \$750 per individual. Two fines issued in the last quarter.
187	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control
OBJECTIVE GROUP: Sewerage Scheme Property Connections

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for plumbing and drainage standards across the Shire. To promote a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
188	Sewerage Scheme Property Connections	To ensure that all connections to any of the four (4) sewerage schemes across the Shire, are correctly undertaken. To provide timely and accurate technical advice as required.	This area of building control appears to be running smoothly with no problems in relation to illegal or incorrect connections being brought to Council's attention. Tradesmen all appear to realise the need for notice when booking inspections.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control
OBJECTIVE GROUP: Onsite Sewage Management Systems

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for onsite disposal of human effluent within un-sewered areas of the Shire. To promote a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
189	Onsite Sewage Management Systems	To ensure that all installations of onsite sewage management systems occur correctly and their operation is compliant with all relevant standards	New OSSMS are all installed with Council's approval and inspected when required. Complaints are dealt with as they arise. Binnaway with its small lots and lack of suitable disposal areas is most significant issue.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Building Control
OBJECTIVE GROUP: Fire Safety Essential Services

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of fire safety compliance in the built environment across the Shire, using adopted fire safety standards.	
<i>PAGE NO.</i>			
<i>ACTIVITY</i>			
<i>PERFORMANCE TARGET</i>		<i>PROGRESS UPON REVIEW</i>	
190	Fire Safety Essential Services	An accessible, customer focused community Building and Environment Information service. Maintain a safe environment in accordance with community standards and expectations.	New buildings and existing buildings the subject of a DA are dealt with during the approval process in relation to essential fire safety services. A program for existing buildings to be inspected is being implemented before 30/6/2011.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Regulatory Services
OBJECTIVE GROUP: Stock Straying Control

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality monitoring and control service for straying stock in line with relevant animal control standards and community expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
192	Stock Straying	Promote community awareness regarding the hazards of straying stock. Provide a proactive and responsive impounding service. Enforce relevant statutory requirements in a professional manner.	Stock straying complaints have decreased demonstrating that the regulatory officers are issuing fencing orders effectively.
	OH & S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Regulatory Services
OBJECTIVE GROUP: Companion Animals Control

<i>COST CENTRE</i>		To provide a high quality monitoring and control service to ensure compliance with companion animal keeping standards including the health and safety of the community generally.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
193	Companion Animal Control	Provide a responsive impounding service for nuisance, surrendered and/or straying dogs and cats. Provide an appropriate level of assistance with feral, dumped and dangerous animals. Enforce relevant statutory requirements in a professional manner.	A micro-chipping and registration door-knock project has been designed to combat the increasing nuisance dog complaints around the Shire. The Companion Animals register will be used to enforce registrations and notices issued as required. Rangers hours are amended from time to time to ensure the public is unsure of the times when a ranger may be about.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Regulatory Services
OBJECTIVE GROUP: Environmental Services Enforcement Support

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality monitoring and inspection field service to assist relevant managers ensure compliance with other environmental services regulatory responsibilities.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
194	Environmental Services Enforcement Support	To provide an efficient and responsive support service for environmental services regulation duties. Enforce relevant statutory requirements in a professional manner.	The regulatory officers continue to provide field work resources for all areas managed by the Environmental Services Department. Rangers act as the first response personnel.

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Regulatory Services
OBJECTIVE GROUP: Vacant Land Management

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality support or control services to other departments/divisions on request.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
195	Vacant Land Management	Monitor all land to ensure it is maintained in a safe and healthy condition in line with community expectations.	No action in this area this quarter in regard to clean ups. Monitoring continues.

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PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Regulatory Services
OBJECTIVE GROUP: Water Supply Monitoring

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality support or control services to other departments/divisions on request.	
<i>PAGE NO.</i>			
<i>ACTIVITY</i>			
<i>PERFORMANCE TARGET</i>			
<i>PROGRESS UPON REVIEW</i>			
196	Water Supply Monitoring	Carry out regular monitoring of water quality of public water supplies, rivers or swimming pools as directed.	Program completed as required. Sample results have been positive relative to previous periods. Some issues with failed results at Mendooran requiring mains flushing and re-testing and failed chemical results indicating lead in the Bugeldie water supply.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Community Services Management

<i>COST CENTRE</i>		To engage the community and target groups to facilitate and implement Council's Community Services obligations and responsibilities.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
198	Management Services	<p>To provide management and direction to staff and volunteers, community groups and stakeholders, supporting the whole division</p> <p>To review strategies for implementation of Warrumbungle Shire Social Plan</p> <p>Provide advice and direction towards delivery of each of community services divisions within the shire creating viable and sustainable services that meet the needs and expectations of the community.</p> <p>Provide an accessible and customer focused Community Services Division</p>	<p>Director appointed Acting General Manager January to end February 2011.</p> <p>Successful International Women's Day event hosted by working committee in Coonabarabran.</p>
199	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OH&S program supported.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Emergency Services Coordination

<i>COST CENTRE OBJECTIVE:</i>		To coordinate the Shires responses to any emergency. To produce and maintain the Warrumbungle Shire Disaster Plan and Emergency Risk Management Plan in partnership with the Local Emergency Management Committee (LEMC). To encourage volunteer emergency services personnel and organisations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
200	Emergency Services Coordination	Maintain the Shire's DISPLAN including contact details and electronic E-Displan	Contact lists updated. Conducted planned LEMC meeting at Coonabarabran Distribution of E-Displan to Committee
		Provide effective assistance to all volunteer organisations (including VRA, SES and RFS)	Ongoing support to all units through LEMC
		Management of SES and VRA Budgets	Continual monitoring of unit budget trends. Assess budget requirements for 2011/12
		Applying for grants applicable to Emergency Services	A 'Natural Disaster Resilience Programme' grant application has been put in for a Bushfire camera surveillance system around Coonabarabran
201		Promote community awareness of all Emergency Service Agencies and all Emergency Management Plans	Community Awareness Project about 80 % completed. Fridge magnet design near completion with distribution in July Rates Notice
		Maintain Shire mapping (GIS) capability for the use during emergencies	Ongoing support to Shire Mapping system and GPS Capability
		Maintain the BRIMS Hazard Reduction database to all hazard reduction on Shire land.	Nil HR requests for 2011 winter period to date Convert Hill, Coonabarabran HR completed by RFS.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Road Safety Officer Program

<i>COST CENTRE</i>		Participation in the NSW Roads and Traffic Authority's Local Government Road Safety Officer Program.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
202	Council Road Safety Strategic and Action Plan	<p>Develop and implement Warrumbungle Shire Council Road Safety Strategic and Action Plan</p> <p>Develop and implement road safety behavioural educational program to address local road safety issues by changing road user behaviour</p> <p>Increase the involvement of government agencies, local community and service groups, local businesses and industry and individuals in the delivery of road safety program</p>	<p>Currently: 2008-10 RSSP currently being reviewed and updated to 2011-14 plan. Currently developing 2011 Pedestrian and Mobility Plan (PAMP).</p> <p>Co-developing Employee's Safe Driving Policy with OH&S Officer, HR and Fleet. Developing 2011-12 Action Plan-speeding, drink drive, fatigue (with Moree and Parkes RSOs), child restraint and graduated licensing scheme.</p> <p>6 May 2011 will facilitate "Hazards, Risks and Distraction" section of 2nd RYDA Program organised by Coonabarabran Rotary. Open to Year 11 students from C'bran and Coonamble. This program is not endorsed by RTA but has definite road safety benefits to targeted participants.</p> <p>Warrumbungle Shire Liquor Accord meeting was held April 12 after a break of 9-months.</p> <p>Speed advisory trailer has been displayed in/near school zones in the six larger towns.</p> <p>Some recent media releases: seagull intersection Warrumbungle Way and Newell Hwy Apr, Watch your speed Newell Hwy Feb.</p>

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Aerodromes Management

COST CENTRE OBJECTIVE:		Maintain aerodromes to civil Aviation Safety Authority (CASA) regulations to ensure safe and trafficable aerodromes.	
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
204	Coonabarabran	Conduct regular and statutory maintenance program.	Aerodrome maintained to CASA standards
	Coolah	Conduct regular and statutory maintenance program.	Aerodrome maintained to CASA standards
	Baradine	Conduct regular and statutory maintenance program.	Aerodrome maintained to CASA standards

PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Libraries

COST CENTRE OBJECTIVE:		To provide and maintain through membership to Macquarie Regional Library (MRL) an effective and community oriented, easily accessible library service that meets the educational, recreational and cultural needs and expectations of the community.	
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
205	Coonabarabran Baradine Binnaway Mendooran Dunedoo Coolah	As a member council and stakeholder of MRL with Narromine, Wellington, Dubbo; the MRL Strategic Management Plan will be basis from where performance targets are determined. NSW Library Council benchmarks will provide long term objectives for the delivery and provision of services.	MRL meeting held Coonabarabran with Councillor representatives Draft budget and Management Plan on exhibition

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Community Banking

<i>COST CENTRE</i>		To provide and maintain the Westpac banking operations at Dunedoo Agency.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
206	Westpac Banking Agency Dunedoo	Service responsive to Westpac management directions and operations, providing a service that meets the needs and expectations of the community.	Service providing support to Council and Agency meeting needs of community.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Ovals and Sport and Recreation

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain safe and attractive sporting grounds and other sport and recreational facilities for all users, as well as actively promoting, supporting and encouraging local communities in the provision of management and maintenance of community facilities.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
207	Baradine Oval Binnaway Oval Coonabarabran Oval/Netball, Basketball / Tennis courts complex Bowen Oval Coolah and sporting complex Robertson Oval Dunedoo Mendooran Sports Ground and Tennis Courts	Sporting facilities maintained in a safe and attractive condition. Optimum use of facilities by a multitude of sporting bodies Sporting and recreational activities encouraged and co-operative partnerships developed to increase usage.	Good season assisting with surface and conditions of grounds. Sport and Recreation Grant - Baradine Canteen project submitted by Baradine Progress Association.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
208	Coonabarabran Racecourse Showground Binnaway	Recreational facilities maintained in a safe and attractive condition. Optimum use of facilities Management committees established to manage day to day operations and maintenance of facility.	No issues of concern reported.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Services
OBJECTIVE GROUP: Halls

<i>COST CENTRE OBJECTIVE:</i>		To ensure Council owned or entrusted public halls are maintained to an acceptable standard to service the needs of the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
209	Baradine Hall Binnaway Hall Coonabarabran Town Hall	Buildings maintained in a sound, clean and safe condition and available for use as required.	PPE Licences up to date
	Community Services Building Coonabarabran	Buildings to be licensed as Places of Public Entertainment.	
	Shire Hall Coolah		
	Dunedoo Jubilee Hall		
210	Mendooran Mechanics Institute		
	Goolhi Hall and Reserve Trust Purlewaugh Hall		
210	Youth Centre- Coonabarabran and RSL rooms Coonabarabran	Youth Club Committee assisted with the cleaning and ongoing maintenance of Youth Centre. Complementary booking system maintained at Council with cooperation from Youth Club Committee.	Support provided to Committee to assist with user group concerns. Youth Club Activities Program funded by ICC Tamworth auspiced by Council, operated January School holidays.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Development
OBJECTIVE GROUP: Community Development Officer / Youth Activities

<i>COST CENTRE OBJECTIVE:</i>		Engage and assist individuals, community groups, Council and stakeholders to implement Community Development initiatives	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
211	Community Development Officer	<p>Assist and encourage a collaborative and collective approach to enhance the long-term social, economic and environmental conditions of the community.</p> <p>Projects are identified and opportunities for grants facilitated by sourcing and promotion of funding information</p> <p>Facilitate implementation of Social Plan initiatives.</p>	<p>Meetings Attended – Coonabarabran Interagency, Men’s Shed</p> <p>Funding Applications – Coonabarabran Men’s Shed (FRRR) Coonabarabran CWA (FRRR)</p> <p>Successful Funding Applications – Mendooran Hall - NSW Heritage Grant \$20,000 (Roof replacement) Men’s Shed Coonabarabran \$1,000 Australian Men's Shed Association (AMSA) \$12,000 Community Building Partnership Funding</p>
212		<p>Provide ongoing support to Community Development Co-ordinators</p> <p>Funding agreement and objectives of Community Services Grants Program (CSGP) as determined by NSW Department of Community Services (DoCS) met and quantified.</p>	<p>Public Liability Insurance for Development Groups – Finalisation and uptake of P L Insurance finalised at great savings to the Development Groups across the Shire.</p> <p>Funding and Community Development information distributed across the Shire to over 140 recipients.</p> <p>Coonabarabran Australia Day Event coordinated and organised.</p> <p>CSGP Program Review. New Service Agreement Community Builders Program received for Council consideration.</p>

WARRUMBUNGLE SHIRE COUNCIL

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
212		Engage individuals, community organisations and stakeholders in whole of government approach to Community Development issues Identify, develop and support community events and projects. Maintain Community Services Directory	Project Development –Graffiti Out West Project (Coonabarabran Youth Club). CASP Funding Application for Project submitted. Support provided to Community Technology Centre Coonabarabran
212	Youth Activities	Annual Youth week activities developed and promoted so that complete program implemented by community partnerships. Youth participation into sporting, cultural and community activities facilitated.	ICC funding received for January School Holiday Program operated 5 weeks Coonabarabran Youth Club, in partnership with Coonabarabran Interagency. Youth Week – Shire wide program of events planned and allocated funding to participating community groups, published and distributed Youth Week program.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Community Care Other
OBJECTIVE GROUP: Preschools/Community Development Coordinators/Centrelink

<i>COST CENTRE OBJECTIVE:</i>		Support the individual community organisations implement programs on local level.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
213	Preschools	<p>Management groups of each Preschool facility supported.</p> <p>Long term objectives developed in partnership with each management committee and stakeholders to realise opportunities for capital infrastructure improvements.</p> <p>Support for service provision gaps and opportunities as need arises.</p>	No issues of concern raised in period.
214	Community Development Coordinators	<p>Part time Community Development Coordinators employed in Baradine, Binnaway, Mendooran, Dunedoo and Coolah</p> <p>Liaison and support network provided by Council to enable local models implemented across shire.</p>	<p>Successful funding received for quarter \$47,538 (Total 10/11 YTD \$118,842). Range of projects, community organisations.</p> <p>Australia Day, community events supported.</p> <p>Community Development networking day attended by 4/5 Coordinators February</p>

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Social Services
OBJECTIVE GROUP: Warrumbungle Community Care - Meals
 Service/Social Support/Respite Care/Home
 Maintenance/Community Transport/Centrelink

<i>COST CENTRE OBJECTIVE:</i>		To co-ordinate, promote and provide social service activities to the frail aged, disabled and/or disadvantaged members of the community so they can live safely and appropriately in the community and in their own homes thus avoiding premature or inappropriate admission to long term residential care.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
216	Social Services Management	The organisation demonstrates compliance with all relevant legislation, regulations and standards.	All MDS Statistical Data completed and submitted to Funding Bodies.
217		<p>To ensure the community is appropriately informed and consulted with to encourage community participation in social services planning and development to meet the needs of the target groups.</p> <p>Seek appropriate funding opportunities to enhance existing programs and where an unmet need is identified, lobby for funding to be established.</p>	<p>New Manager has been recruited. Will commence early May. Existing Manager remaining on a casual basis and train new Manager.</p> <p>Advisory Committee Meetings held.</p> <p>Wednesday Activity Group Members meeting held.</p> <p>Quarterly newsletter distributed to all clients, volunteers and service providers.</p> <p>Local Interagency meetings attended by staff and Manager.</p> <p>Case Management meetings attended for client service.</p> <p>New Garage in Coonabarabran Official Opening held 28th March 2011 with media coverage. Garage is now fully operational.</p>

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
218		To ensure the effectiveness of service provision is meeting funded targets, a high quality standard of service and meeting individual client needs.	<p>Staff Meetings held on regular basis to ensure effective and efficient service provision.</p> <p><u>Quarterly figures of outputs with related targets for each program</u></p> <p><u>Meals Service - North</u> 970meals - target 1750 meals</p> <p><u>Meals Service - South</u> 832 meals – target 900 meals</p> <p><u>Home Maintenance - North</u> 246 hours – target 299 hours</p> <p><u>Home Maintenance - South</u> 275 hours – target 299 hours</p> <p><u>Social Support - North</u> 260 hours – target 1343 hours</p> <p><u>Social Support - South</u> 251 hours - target 428 hours</p> <p><u>Respite Shire Wide</u> 243 hours - target 389 hours</p> <p><u>Community Transport – North</u> 819 trips – target 818 trips Kilometres travelled 64,848 klm</p> <p><u>Community Transport – South</u> 628 trips - target 818 trips Kilometres travelled 28,315 klm</p> <p><u>Volunteer Membership</u> 185 Volunteers Northern area 97 Volunteer in Southern area</p> <p><u>Clients Receiving Services</u> 410 clients – North 187 clients - South</p>

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
		Policies and operational procedures that promote high quality, safe and appropriate strategies throughout the programs.	Assessment completed of all Home Maintenance equipment – trailers undergoing modifying for safety and ease of use. New Procedures put in place for Volunteers and staff for use of new garage.
218	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Staff underwent Risk Management training in March. New Home Maintenance equipment purchased for improved safety and ease of work conditions. All Risk Management checks, Hazard Identification checks and reviews carried out when appropriate.
219	Centrelink Agency	Provision of Centrelink Agency to service the needs of Coonabarabran.	All service operating smoothly at this stage. All statistical data is down this quarter – no explanation found Statistical Data: Forms/Documentation – 988 Referrals – 357 Facilities, Services and Activities – 120 Customers Assisted – 875 Head Office reports no complaints lodged.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Children's Services
OBJECTIVE GROUP: Connect 5

<i>COST CENTRE OBJECTIVE:</i>		Connect 5 is a Mobile Children's Service operating in the Shires of Coonamble, Gilgandra and Warrumbungle to assist children 0-5 years to reach their full potential by providing support to them and their families.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
221	Connect Five Management	To effectively manage the service within the Funding Guidelines.	Policies of Connect Five and Castlereagh Family Day Care have been merged into one policy for the Family Support Services Centre. New updated licence received from Human Services. Staff trained in use of Council Intranet. New Shed completed.
222	Play Sessions	To provide enriched opportunities through play to support children's learning and development To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development. To support Families on behalf of children to access specialist services through referral support	Play sessions held in Baradine, Binnaway, Coolah, Coonabarabran, Dunedoo, Gulargambone, Hollywood Lane, Mendooran, Tooraweenah. Total no. of sessions = 35 Total Attendance = 325 No. of Families = 127 Consultation with Speech Pathologist.

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PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
222	Toy Library	To provide resources to communities in the area of child development	17 Families borrowed 42 items. Users also include Interagency, FDC Playgroups and Educators.
223	Skills Development	To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development.	Quarterly Newsletter distributed to all families. Providing info to families on; Starting School, Immunisation, Sleep.
	Partnerships in Service Delivery	To provide resources to communities in the area of child development	Participated in Interagency meetings in Coonabarabran. C5 conducted adjunct care for the International Women's Day event held in the Coonabarabran Town Hall. Planning meeting with Yuluwirri staff and School/Speech Pathologist Mobile Pre-school (Yuluwirri Kids/Monkey Room) started on 8 th February and operates two days a week (Tuesdays & Thursdays). Full enrolment.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Risk assessments completed for each Venue. Fire drills at 2 venues. All staff attended risk assessment training. No Staff incidents/near misses recorded. One Child incident/near miss recorded.

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Children's Services
OBJECTIVE GROUP: Family Day Care

<i>COST CENTRE OBJECTIVE:</i>		To provide a quality home based Childcare Service that is flexible in meeting the ever changing needs of the families and provides children with an environment that is inclusive, stimulating, safe, flexible and nurturing.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
225		<p>Ensure the service meets the accreditation and validation requirements by National Childcare Accreditation Council.</p> <p>Ensure the service meets the current legislation and regulatory licence requirements of Department of Community Services.</p> <p>Objectives and requirements of Funding Agreement met.</p>	<p>RTag and utilisation reports completed and submitted</p> <p>Income = \$140,800 Expenditure= \$139,798</p> <p>No of Educators = 25 Occupied places = 66 No. families = 157 No. children = 249 Total Educator Payments by Scheme = \$79,771 CCB Amount = \$98,019 Admin/Educator Levies = \$18,249 YTD – Income = \$462,827 YTD – Expenditure = \$442,738</p>
226	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Risk management tool and form provided to all Educators for assessment of any issues/risks arising. Excursion risk assessment forms, currently discussing and working on these with Educators. All staff attended Risk Assessment training – March

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Family Support Services
OBJECTIVE GROUP: After School and Vacation Care

<i>COST CENTRE OBJECTIVE:</i>		To provide a quality Childcare Service for Primary School children that is flexible in meeting the ever changing needs of the families and provides children with an environment that is inclusive, stimulating, safe, flexible and nurturing.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
227	After School and Vacation Care	Ensure the Service is accessible and fulfils the requirements of families and children.	Vacation care ceased operation due to lack of numbers making it no longer viable This decision was made in consultation with staff, managers and DEEWR
228		Ensure there is adequate access to appropriate and quality care.	
		Provision of programs appropriate to the needs and development of the individual child.	
		Ensure the service meets the current legislation and regulatory licence requirements of Department of Community Services.	
		Objectives and requirements of Funding Agreement met.	

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PROGRAM: Community Services
PRINCIPAL ACTIVITY: Children's Services
OBJECTIVE GROUP: Yuluwirri Kids

<i>COST CENTRE OBJECTIVE:</i>		Yuluwirri Kids is a Preschool and Long Day Care Centre operating in Coonabarabran to deliver a quality educational program in a stimulating, safe and caring environment.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
230	Yuluwirri Kids Management	To effectively manage the Centre and gain the full complement of 57 places, while ensuring there is a profitable outcome.	<p>Total enrolments for period: Bandulla St (57 Places) Mon: 49, Tue: 48, Wed: 56, Thur: 50, Fri: 49 Robertson St (20 Places) Tue: 20 Thur: 20 Pressure on places in the 0-3 years age group LDC.</p> <p>Income year to date User Charges Preschool \$87,074 User Charges LDC \$149,485 CCB \$177,716</p> <p>Vacant places are regularly filled with casual bookings. Enrolled are: 122 children from 107 families, 23 Indigenous, 99 English Speaking, 0 CALD.</p> <p>Building & premises maintained</p> <p>Advisory committee held 24th March 2011</p> <p>3 monthly Staff meetings attended in February, March & April – Staff training 1 - Identifying and responding to young children at risk of harm 3 - commenced Certificate 3 in children services. 9 - Risk Assessment Opened Roberston St Campus – Monkey Room for 20 preschool children 3 – 5 years 2 days a week Tue & Thur in conjunction with Connect 5 on the 8th of February 2011</p>

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
230		To secure an envious reputation with a view to future expansion	Building extension plans to increase centre capacity by 20 places DA approved. Currently submitting funding applications to carry out project
231		To provide a high quality program that adheres to the National Quality Improvement and Accreditation System.	Funding agreements objectives achieved, acquittals submitted NACC accreditation achieved – high quality in 2010. Self study due 11/01/2013
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Daily, weekly, monthly OH&S checks completed OH&S monitored, solutions worked towards Risk management training attended
232	Educational Programs	To establish links with schools to ensure each Preschool child is ready for school at aged 5 years.	Continued links with Coonabarabran public school & St Lawrence's, family support agencies and other EC (Early Childhood) services Early Readers program in conjunction with Coonabarabran Public School
		To provide a stimulating and safe environment for play and learning.	Early Years Learning Framework assessment of outcomes 1 to 5
		To ensure the education programme delivered is fun and of a high standard.	As above
		Provide a caring and nurturing environment for all Children.	As above

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
233	Partnerships with other groups and Community Services	Encourage participation and involvement in the Centre operations by local organisations. Develop partnerships with other community service providers and stakeholders that cater for the needs of children.	Centre events held included – 25 th Feb Anase Stories 14 th – 18 th March Grandparents week 21 st – 30 th March – Harmony week celebrating Russian, Indigenous, Vietnamese, Malaysian, American, Lebanese & Dutch cultures Attended Interagency meetings, & Climate Change & Business Continuity workshops TAFE - Trainees Continued speech programs in conjunction with Coonabarabran Public School and Community Health
	Catering Services	Deliver interesting and healthy meals 3 times per day while keeping within the budget guidelines.	New menus commenced January 2011.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Corporate Services
OBJECTIVE GROUP: Corporate Services Management

<i>COST CENTRE OBJECTIVE:</i>	To effectively manage the divisional responsibilities of Corporate Services. To promote public awareness of Corporate Services as a responsible, effective and efficient part of Council's operations. To provide strategic forward planning for global services such as EDP systems, Award Restructuring, Internal Audits (Financial and Technical), Management Accounting Systems, Landlord Services and Risk Management.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
236	Corporate Services Strategic Management	Ensure that an industry standard, user friendly Management Plan document that provides both qualified inputs and outputs is on exhibition by the end of May.	Some progress to simplify presentation and focus understandings.
237		Provide comprehensive specialist advice to Manex and Council on key areas such as Finance, Human Resources, IT, Risk Management, Insurance, Supply and Local Government Legislation that ensures that senior staff and Council make informed decisions and achieve corporate objectives.	Recent developments in Financial Reporting and Information Systems have been presented to MANEX
		Manage and monitor outcomes of the Division and provide leadership of the Division to ensure that stated outcomes for the Division are met.	Personal management has been a focus , including the retirement of large annual leave accruals through structured leave agreements.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Corporate Services
OBJECTIVE GROUP: Risk Management

<i>COST CENTRE OBJECTIVE:</i>		To ensure that all reasonable identifiable risks are assessed and appropriate actions taken to protect the Corporation's interests.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
238	Risk Management	No significant loss due to inadequate insurance cover.	Risk examined includes the outstanding issues regarding Investments in CDO's.
	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Excessive accumulation of leave has been addressed.

PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Corporate Services
OBJECTIVE GROUP: Property Management

<i>COST CENTRE OBJECTIVE:</i>		To ensure that Council's commercial properties perform to a level equal to industry standards and positively contribute to Council's non-rate income.	
<i>CORPORATE SERVICES – PROPERTY MANAGEMENT</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
239	Medical Centres	Minor maintenance to be completed in accordance with quarterly inspection programme and determined priorities.	To be completed by 30 June 2011
	Council Chambers Coonabarabran	Council Offices cleaned in accordance with contract specifications.	Cleaning is carried out satisfactorily, however a decision has to be made regarding arrangements at Coolah.
		Security of the building maintained.	Security is currently managed by two firms. This will be reviewed.
		Minor maintenance completed in accordance with quarterly inspection programme and determined priorities.	Some maintenance remains outstanding.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Corporate Services
OBJECTIVE GROUP: I T Strategic Management Services

<i>COST CENTRE</i>		To provide and maintain an Information Technology service that meets the defined needs of the organisation.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
240	IT Strategic Management	Develop Information Technology Strategy that provides an achievable plan for the resourcing of Council's IT needs for the next five (5) to ten (10) years.	Communication and Information Technology Strategic Direction is to be further developed within the framework of overall Enterprise Resource Planning.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Financial Services
OBJECTIVE GROUP: Financial Services Management

<i>COST CENTRE OBJECTIVE:</i>	Provide financial management, support and expertise to all Council business units and establish management accounting policies, procedures and operating systems, to facilitate budget preparation, financial planning and performance analysis to assist the Council to effectively and efficiently record and manage its human, physical and financial resources.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
242	Finance Services Management	Produce a Financial Report detailing status of all key financial control indicators for: cash/investments/receipting /debtor, rates, assets, budget control. To provide leadership and direction to the Financial Services team.	The production of these measures is dependent on the General Ledger being structured to deliver these understandings. Work has commenced to build these capabilities and the financial statistics that will then be available. Work in the Practical General Ledger is required before 30 June 2011
244		Training plan for Financial Services.	A new Training Initiative needs to be developed and resourced
		Contribute to development of Key Performance Indicators (KPIs) for Financial Services section.	KPI's will be produced as part of the end of year Financial Statements preparation.
245	Finance Services – Management Acct.	Quarterly Budget Reviews completed and submitted to Council by November, February, May and August.	The Third Quarter Review is due at the Council Meeting 17 May 2011
		Significant budget variations reported to Council quarterly as per Regulation.	This will occur at the Third Quarterly Review.
246		Provide technical support to managers in monitoring/developing budget bids.	Council will need to restructure the finance function as soon as possible to overcome capacity constraints that are clearly evident
		Financial Services Budget continually monitored to ensure it is in accordance with adopted budget.	Budget is monitored as required

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
246		Develop an action plan for the coordination and collation of budget bids for Council's consideration for the Management Plan 2010/2011.	This is an area that needs further development
247	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Obvious shortcomings have been identified (eg cluttered workplace, excessive annual leave accruals, risk management training, fit for purpose assessments)
248	New Financial Accounting Package	Oversee the continual development of the new financial package and its integration to the budget system Major Project	This is still under review.
	Management Accounting Package	Oversee the continual development of the Management Accounting (budget forecasting)	New organisational arrangements required. Proposal to go to GM in May.
		Coordinate and collate budget bids from Divisions for the 2010/2011. Management Plan.	Coordination provided.
		Review Accounting Standard and periodic changes.	Further investigation needed
249	Finance Services – Financial Accounting	Council's General Purpose Consolidated Reports completed in accordance with Australian Accounting Standards and Local Government Accounting Manual for Warrumbungle Shire Council.	To be organised to commence in July 2011.
		Annual financial and statistical returns are lodged on time with DLG, ABS and Grant Funding Bodies as required.	To be reviewed as at 30 June 2011 so as to accrue all income from grants that are owing to Council at that time

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
250		Constantly review adequacy of Council's assets registers and ensure compliance with AAS27 and accounting manual.	Install the Asset Module into the Practical suite before 30 June 2011

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Financial Services
OBJECTIVE GROUP: Financial Services

<i>COST CENTRE OBJECTIVE:</i>	To plan, provide and maintain financial systems to optimise the capacity of managers to monitor budgets and manage resources within their control and accountability as well as providing reliable and meaningful information to Council and to meet Australian Accounting Standards for Local Government in external reporting.		
<i>CORPORATE SERVICES – FINANCIAL SERVICES</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
251	Finance Services Debtors/Private Works	Provide ongoing internal control systems to monitor and audit private works carried out by Council. Corporate Services.	Review of internal control yet to be completed
252	Finance Services – Rating	Levy and collect rates in accordance with policy and procedure.	Levy and Collection is being performed as required
		Monitor compliance with debt collection policy. Review of ordinary rating and charging structure completed by 31 March	Compliance being achieved Not completed
253	Finance Services -Rating Water & Sewer	Monitor user pays water	Monitoring has been carried out and Revenue forecasts revised.
	Finance Services – Cash Management	Interest on invested funds to be at least equal to rates published in Financial Review for Local Government.	Under review
	Finance Services-Cash Management	Continue to monitor options for better management of Council’s Investment Portfolio.	Under review
	Finance Services -Accounts Payable	Streamline systems for payment of Council’s Accounts Receivables by the use of new technology.	Under review

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Administration Services
OBJECTIVE GROUP: Administration Services Management

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain an efficient and cost effective customer focused administration service, meeting the needs of the organisation and services to the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
255	Administration Services Management	To manage and provide leadership and support to the Administration Services staff, to ensure delivery of efficient and effective services to the organisation and the community.	Leadership and support provided. Staff absences during this period totalled 85 days with sufficient staff maintained to allow delivery of service. Casual staff member appointed. Overall budget 102% expended.
256	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Safe workplace encouraged with all activities undertaken in line with Council's OH&S policies and procedures.

PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Administration Services
OBJECTIVE GROUP: Administration Services Management

<i>COST CENTRE OBJECTIVE:</i>		To develop and maintain cost effective and operationally efficient secretarial, secretariat and records management services to meet the defined needs of the organisation and ensuring quality customer service.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
257	Administration - Records	Correspondence registered and allocated within two working days of receipt.	Registration and allocation of correspondence maintained up to date.
258	Administration - Records	Files and records accurately maintained.	Monitoring of electronic allocation of correspondence undertaken regularly. Budget 124% expended.

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
258	Administration - Support Executive Governance Corporate Technical and Environmental	Service to be provided in accordance with clients' needs and needs of organisation.	Staff meeting needs of clients with correspondence and reports prepared in timely manner. Budget 95% expended.
		Cashiering services	Receipting and counter services provided in a customer focused manner and clients dealt with promptly. Some delays in receipting during rating period.
		Business papers and committee meeting agendas prepared and distributed.	Some delay in preparing business papers with papers delivered on Monday prior to meeting. Copies made available to various media outlets and libraries and PDF version placed on web site.
		Minutes prepared and distributed.	Minutes drafted within five days of meeting and final document completed, distributed and made available generally within a week of the meeting. Copies made available to libraries and placed on web site following endorsement by Council.
259		Annual Report compiled, prepared and completed in accordance with legislative requirements.	Annual Report compiled and lodged with Local Government Department prior to end November 2010 as required.
		Summary of Affairs prepared and submitted for inclusion in Government Gazette.	Freedom of Information Act replaced with GIPA Act. Summary of Affairs no longer required.
		Statement of Affairs prepared	Statement of Affairs replaced with Publication Guide. Council endorsed the Publication Guide at December 2010 meeting as required under the GIPA Act.

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Supply Services
OBJECTIVE GROUP: Supply Services

<i>COST CENTRE OBJECTIVE:</i>		To provide a cost effective operationally efficient supply service to the corporation for the procurement, storage, distribution, disposal/recycling of goods and services. Supply/tender contract administration and development services and monitoring of policies and procedures.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
261	Supply Services	Goods and services purchased at best possible prices in accordance with Council policy and legislative requirements.	Under review
		Review scope of supply operations and stock diversity	Under review
	Stores Warehousing and Inventory Service	Provide operationally efficient stores warehouses based at Coonabarabran, Coolah and Dunedoo and inventory control system to industry standards.	Under review
262	Stores Warehousing and Inventory Service	Stores facilities including office and storage areas kept in clean, tidy and well maintained condition. That all workplace safety issues relating to stores facility are assessed and managed in accordance with delegations and budget.	Under review
		Ensure high standard of accountability in the control of Council's stores inventory, with biannual stock takes conducted.	This is managed correctly

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: I T Support Services
OBJECTIVE GROUP: I T Support Management

<i>COST CENTRE OBJECTIVE:</i>		To provide assistance to Council in the strategic and tactical development and direction of Council's IT Infrastructure and services. To provide professional advice services to staff on IT and related matters. To represent Council's interests in interactions with others (internally and externally). To provide systems and services aimed at maintaining Council's legislative compliance involving IT security and its administration and management. To provide custodial and protection services in regards to IT assets, data and information.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
264	IT Support Management	Oversee enhancements or developments of IT Infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Overview is being exercised primarily through MANEX

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: I T Support Services
OBJECTIVE GROUP: I T Support Services

<i>COST CENTRE OBJECTIVE:</i>	To provide and maintain Information Technology operations and services that meet the agreed and defined needs of the organisation. To provide and maintain customer focused services that meet the agreed and defined needs of the organisation. <i>(A customer is defined as any person(s) internal or external to the organisation who utilises or relies on Council's Information Technology services.)</i>		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
265	IT Support – Telecommunication Services	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Yet to be determined
	IT Support – Records Management	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Yet to be determined
266	IT Support – Financial Accounting	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Yet to be determined
	IT Support - Other Services	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Yet to be determined

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<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
266	IT Support - Clients	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Yet to be determined
267	IT Support - Peripheral Devices	Maintain or develop base infrastructures, systems and services as defined and agreed within budgetary, legislative and other constraints.	Yet to be determined
	IT Support – User Support Services	Maintain or develop systems and services as defined and agreed within budgetary legislative and other constraints.	Yet to be determined
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Support is included in the current environment in which IT operates

PROGRAM: Corporate Services

PRINCIPAL ACTIVITY: Bushfire

OBJECTIVE GROUP: Bushfire

<i>COST CENTRE OBJECTIVE:</i>	To provide assistance to the Fire Control Officer in administering the Warrumbungle Bush Fire Service and to provide effective, safe and operationally efficient equipment.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
269	Bushfire Management	To provide the community with the level of service they require and expect to minimise damage by fire related incidents.	Meets expectations

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PROGRAM: Corporate Services
PRINCIPAL ACTIVITY: Bushfire
OBJECTIVE GROUP: Fire Control/Suppression

<i>COST CENTRE</i>		To ensure that resources are provided for volunteer fire fighters to control and suppress fires.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
270	Bushfires Running Expenses	Increase the number of trained personnel to provide better service to the community and reduce firefighter injuries.	Handled by the RFS Management
	Fire Control/Suppression	Implement hazard reduction programme to mitigate bush fires and reduce property and stock losses due to fire. Provide effective safe and operationally efficient equipment to assist firefighters. Assist fire suppression strategies with heavy earthmoving equipment.	Handled by the RFS Management
	Fire control Centres	To improve overall command and control at all emergency incidents within the Warrumbungle Shire.	Referred to RFS Management
271	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Management of the RFS have this ongoing responsibility.

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Mr Steve Loane
General Manager
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Dear Sir

ACTING DIRECTOR OF CORPORATE SERVICES

ANNEXURE 2

2.1 Bank Accounts and Investments as at 30 April, 2011

GENERAL FUND	BANK	RESTRICTED	BALANCE
General Fund Bank Balance	\$ 7,407,337.65		\$ 5,538,821.65
Future Capital Upgrading		\$ 371,270.13	
Employees Leave Liability		\$ 767,414.00	
External Grants for Specific Projects		\$ 418,832.87	
Development Sec 94/64Contributions		\$ 310,999.00	
TOTALS	\$ 7,407,337.65	\$ 1,868,516.00	\$ 5,538,821.65
WATER FUNDS	BANK	RESTRICTED	BALANCE
Baradine Water Bank	\$ 481,328.27		\$ 481,328.27
Binnaway Water Bank	\$ 469,183.02	\$ -	\$ 469,183.02
Coonabarabran Water Bank	\$ 1,058,919.10	\$ 914,150.00	\$ 144,769.10
Coolah Water	\$ 598,109.42		\$ 598,109.42
TOTALS	\$ 2,607,539.81	\$ 914,150.00	\$ 1,693,389.81
SEWERAGE FUNDS	BANK	RESTRICTED	BALANCE
Coonabarabran Sewerage	\$ 2,707,863.33	\$ 1,558,000.00	\$ 1,149,863.33
Baradine Sewerage	\$ 270,690.69	\$ 160,020.00	\$ 110,670.69
Coolah Sewerage	\$ 1,342,890.41	\$ 828,800.00	\$ 514,090.41
TOTALS	\$ 4,321,444.43	\$ 2,546,820.00	\$ 1,774,624.43
TRUST FUND			
	\$ 147,208.93	\$ 147,208.93	\$ -
	\$ 147,208.93	\$ 147,208.93	\$ -
SUMMARY	BANK	RESTRICTED	BALANCE
General Fund	\$ 7,407,337.65	\$ 1,868,516.00	\$ 5,538,821.65
Water Fund	\$ 2,607,539.81	\$ 914,150.00	\$ 1,693,389.81
Sewerage Fund	\$ 4,321,444.43	\$ 2,546,820.00	\$ 1,774,624.43
Trust Fund	\$ 147,208.93	\$ 147,208.93	\$ -
TOTALS	\$ 14,483,530.82	\$ 5,476,694.93	\$ 9,006,835.89

RECOMMENDATION
For Councils Information

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2.2 Investments held as at 30 April 2011

Warrumbungle Shire Council										
Local Government Financial Management Regulations (Clause 16)										
Investments Held As At 30 April 2011.										
ON CALL										
	Investment	S & P Fitch Rating	Final Maturity Date	Current Interest Rate	Interest Frequency	Next Interest Date/Reset	Amount Invested Face Value (\$)	Market Value at End Of Month (\$)	% of Total Funds (Face Value)	Accrued Interest to End of Month \$
	ANZ Bank	A1+	On Call	6.10%	Monthly	End of Month	2,350,000.00	2,350,000.00	0.187 0.000	<u>11,782.19</u>
TERM DEPOSITS										
1	Suncorp-Term Deposit	A1	16.06.2011	6.20%	Quarterly	16.03.2011	1,000,000.00	1,000,000.00	0.079	
2	Suncorp-Term Deposit	A1	16.06.2011	6.20%	Quarterly	16.03.2011	750,000.00	750,000.00	0.060	
OTHER INVESTMENTS										
3	ANZ CREDIT SAIL-ANZ INVESTMENT BANK CDO- A	B	30/12/2011	0.00% Note 1	No Coupon	30/03/2010	500,000.00	424,900.00	0.040	No Coupon

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4	BENDIGO BANK FRN	BBB	21/09/2012	5.22%	Quarterly	21/03/2010	500,000.00	486,340.00	0.040	3,640.00	
5	ANZ ASPIRT 1-CPPI/FRN-Aap	AA	11/08/2012	0.00% Note 1	No Coupon	11/02/2010	500,000.00	466,615.00	0.040	No Coupon	Matures In May
6	WBC DANDELION-FRN-	AA	21/12/2012	0.00% Note 1	No Coupon	21/03/2010	1,000,000.00	886,100.00	0.0794	No Coupon	
7	ANZ ASPRIT 11-CPPI/FRN-Aap	AA	30/03/2013	0.00% Note 1	No Coupon	30/03/2010	800,000.00	731,240.00	0.06	No Coupon	
8	DEUTSCHE BANK AG LONDON DAISY	AA-	31/05/2011	0.00% Note 1	No Coupon	28/02/2010	1,500,000.00	1,481,250.00	0.12	No Coupon	
9	ANZ ALL SEASONS-KEOLIS AAA	AA+	16/06/2013	0.00% Note 1	No Coupon	16/03/2010	1,500,000.00	1,241,100.00	0.12	No Coupon	
10	ANZ AVERON BOND-SEALINK P/L-CPPI/FRN-AAA	AA+	20/06/2013	0.00% Note 1	No Coupon	30/03/2010	700,000.00	604,100.00	0.056	No Coupon	

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11	DRESDNER BANK										
	OCTAGON PLC-EMU NOTE	AA+	30/10/2015	0.00% Note 1	No Coupon	30/01/2010	1,500,000.00	1,151,250.00	0.12	No Coupon	
							12,600,000.00	11,572,895.00	Interest Received	337,408.62	

Monthly Investment Certification

In accordance with Regulation No.264,Clause 19(3)(b) I certify that the investments
 have been made in accordance with the Act, the Regulations and the Council's Investment policies at the time the investment was made.

Responsible Accounting Officer

Notes to Investment Report

- 1 With the other investments where no coupon is indicated - they are in principal protection mode. When the basket of securities reaches \$ for \$ again they will start paying coupons again based on the quarterly BBSW plus margin

General
 Note

Valuations based on data received at end and are for the capital value only.(do not include accrued interest)

RECOMMENDATION

For Councils Information

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2.3 Reconciliation of General Fund Bank Account – 30 April 2011

	General Managed Fund	Trust Fund	Investment Fund
Cashbook as at 30 April, 2011			
Opening Balance	384,035.41	147,009.13	13,600,000.00
Plus Deposits	3,718,539.35	3,613.00	0.00
Less Payments	-2,366,252.87	-3,413.20	-1,000,000.00
Adjusted Cashbook Balance	1,736,321.89	147,208.93	12,600,000.00
Bank Statement as at 30 April 2011			
	1,776,535.35	146,879.70	
Plus Outstanding Deposits	4,693.99	1,094.63	
Less Outstanding Payments	-44,907.45	-765.40	
Adjusted Statement Balance	1,736,321.89	147,208.93	0.00
Ledger Cash Book			
Closing Balance	1,736,321.89	147,208.93	12,600,000.00
Total Ledger	1,736,321.89	147,208.93	12,600,000.00

RECOMMENDATION

For Council's information.

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2.4 Rates and Charges Collection Report up to and Including April 2011 - Summary

		RATE ARREARS	2010/2011 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTAND- ING 2010/2011	COLLECT- ION % 2010/2011	TOTAL OUTSTAND- ING 2009/2010	COLLECT- ION % 2009/2010
GENERAL	COONABARA- BRAN	74,798	979,349	53,472	4,799	995,875	754,133	241,743	75.73%	249,109	75.16%
	BARADINE	37,096	139,286	16,373	1,198	158,812	97,519	61,293	61.41%	47,950	70.14%
	BINNAWAY	12,952	68,198	11,617	1,758	67,775	47,173	20,602	69.60%	16,506	76.69%
	VILLAGE 1	7,754	31,710	2,857	1,239	35,369	22,104	13,266	62.49%	10,499	74.15%
	FARMLAND	229,370	4,181,063	20,283	859	4,389,291	3,236,357	1,152,935	73.73%	1,039,717	73.78%
	COOLAH	20,066	200,137	15,663	603	203,937	150,771	53,166	73.93%	47,201	75.97%
	DUNEDOO	19,548	218,545	16,262	466	221,366	167,612	53,754	75.72%	51,343	75.36%
	MENDOORAN	14,714	67,957	7,375	6	75,290	50,742	24,548	67.40%	23,293	65.80%
	VILLAGE 2	3,351	18,471	2,323	3	19,496	15,157	4,339	77.74%	3,961	78.77%
	COOLABAH ESTATE	2,589	15,443	1,693	1	16,338	11,071	5,268	67.76%	4,564	71.33%
	RUR/RES COBBORA	132	3,118	237	0	3,013	2,702	311	89.68%	533	84.23%
	RURAL RESD/ BUS	78,833	574,217	25,255	1,203	626,592	455,998	170,594	72.77%	112,891	78.85%

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		RATE ARREARS	2010/2011 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTAND- ING 2010/2011	COLLECT- ION % 2010/2011	TOTAL OUTSTAND- ING 2009/2010	COLLECT- ION % 2009/2010
WATER	COONABARA- BRAN	29,981	6,903,338	27,192	2,497	6,903,631	285,037	6,618,593	4.13%	80,585	77.59%
	BARADINE	28,450	111,515	9,699	1,269	128,997	83,485	45,512	64.72%	32,615	75.46%
	BINNAWAY	22,147	118,130	9,013	3,008	128,256	91,685	36,571	71.49%	27,104	79.21%
	VILLAGE 1	11,497	13,396	1,050	4,561	19,282	9,088	10,194	47.13%	9,746	59.73%
	FARMLAND	5.41	2,229.60	0.00	0.00	2,235	1,683	552	75.30%	623	44.53%
	COOLAH	19,444	158,465	9,651	525	167,732	129,491	38,242	77.20%	52,023	76.32%
	DUNEDOO	14,473	151,693	9,281	352	156,533	118,904	37,628	75.96%	37,418	74.30%
	MENDOORAN	33,196	147,618	4,819	12	175,984	118,752	57,233	67.48%	53,101	64.82%
	RURAL	12,837	83,121	3,287	9	92,662	54,941	37,722	59.29%	-	0.00%
	VILLAGE 2	3,238.26	10,856.00	812.00	0.28	13,282	9,220.55	4,061	69.42%	4,559.00	60.42
SEWERAGE	COONABARA- BRAN	53,591	371,287	26,308	3,405	395,165	329,803	65,362	83.46%	146,649	75.65%
	BARADINE	33,837	97,765	8,022	2,092	121,489	88,230	33,258	72.62%	40,759	78.87%
	COOLAH	21,752	115,184	9,344	580	127,012	100,886	26,126	79.43%	49,678	76.10%
	DUNEDOO	15,752	103,093	8,878	140	109,827	87,592	22,235	79.75%	42,176	75.95%

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		RATE ARREARS	2010/2011 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTAND- ING 2010/2011	COLLECT- ION % 2010/2011	TOTAL OUTSTAND- ING 2009/2010	COLLECT- ION % 2009/2010
GARBAGE	NORTH	69,768	688,415	56,538	6,612	695,032	525,758	169,274	75.65%	169,917	76.23%
	SOUTH	50,763	396,558	34,939	601	411,780	305,021	106,760	74.07%	118,847	72.43%
	FARMLAND/ RURAL	11,116	123,312	5,362	335	128,732	92,538	36,194	71.88%	9,438	74.25%
LEGAL FEES		185,780	49,780	0	7,805	227,755	72,707	155,048	31.92%	209,605	34.61%
DISHONOURS		200	231	0	0	431	99	332	22.97%		
INTEREST		165,952	99,616	0	0	265,568	0	265,568	0.00%	270,339	0.00%
	TOTALS	1,284,983	16,243,097	397,605	45,937	17,084,538	7,516,256	9,568,282	43.99%	2,962,749	69.47%
Note: These do not include Legal / Interest / Waste Outstanding Amounts as they are not broken up into these localities											

RECOMMENDATION

For Council's information.

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2.5 May Stocktake Report

Staff has undertaken the second stocktake for the year of all three stores.

The result of these stocktakes has shown that there has been damaged tools and obsolete stock items being carried on our inventory that need to be taken off our stores lists and included in a sale which is to occur in the near future at the Coonabarabran Depot.

This list is a mixture of items including filters both air and oil, for equipment Council no longer has and some old clothing. The total value is \$877.75

The net stocktake results for May are as follows:

Dunedoo Write off \$265.73

Coolah Write Off \$610.70

Coonabarabran Write off \$3,133.68

The total write off value is \$4010.11 of which the various fuels and oils account for \$1,399.72.

A copy of the total list of variances is available should Councillors wish to look at the individual stock lines.

RECOMMENDATION

That Council note the results of the May stocktake and resolve to write off \$4010.11 of stores and that a further \$877.75 off obsolete items be also written off and placed in the sale for old and surplus items. Any revenue raised from this sale will be applied back against the write offs.

2.6 Operating Lease Quotes For IT Upgrade Stage 1

Council at its March meeting had a presentation from its IT partner Andor. In this presentation it was outlined where Council needed to progress to over the next twelve months with its information systems.

The first two components of this work is the upgrade of the WAN (wide area network) and the replacement of Council's aging servers.

The most cost effective way for Council to progress this project is by obtaining this equipment by way of an operating lease that allows portions of the equipment to be updated during the lease term of three years at no change to our lease payments.

Council requested quotes from several companies and this is summarised in the following table:

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Operating Lease Quotes

Wan Upgrade and Server Replacement

Lease Provider	Quarterly Payment	Annual Payment
Alleasing	\$40,161.47	\$160,645.88
Equitech	\$39,985.50	\$159,942.00
Capital	\$39,905.00	\$159,620.00

RECOMMENDATION

For Council's information.

2.7 Third Quarterly Review of the 2010-2011 Budget

March Review

Attached is the usual report (Annexure A) covering the third quarter review of the Budget prepared up to 31 March 2011. It sets out the progress made and at this time does not include projections to 30 June 2011. The review process has always been limited to a comparison of actual income and expenditure as compared to budget.

Budget Variation

Council needs to provide sums sufficient by way of a supplementary vote of income and matching expenditure to cover the flood damage that occurred in December 2010 on both Local and Regional Roads. The funds are provided by the State to carry out the necessary repairs. The amounts involved are Regional Roads \$130,610 and Local Road \$888,190.

Further Analysis

To assist with a better understanding of Council's financial position further analysis has been carried out including all financial transactions up to and including the payroll to Week 45 (86.5% of the year completed). While the March Budget Review provides for a total Budget deficit of \$1.7 million (Capital and Operational combined) the further analysis examines capital expenditure and operational income and expenditure separately. In this regard the financial projections follow the requirements for external reporting.

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Bushfire and Emergency Services

Before any detailed analysis could be performed, the unique position that Bushfire and Emergency Services occupy within the Council Budget required the exclusion of these estimates because their control is not with Council. That item within the Budget is usually considered on a net basis. Therefore in expressing estimates of income and expenditure the gross figures of income and expenditure for Bushfire and Emergency Services are not included. The best estimate of a net cost to Council for Bushfire and Emergency Services in 2010-2011 is \$190,000.

Capital Projects

The Capital Expenditure Programme (excluding Bushfire and Emergency Services) as set out in the Budget sums to \$7,853,831. Total outlays to-date against these projects sums to \$4,836,352. It is clear that with seven (7) weeks remaining in this financial year that a considerable underspend will occur.

While it is usually anticipated that all of the projects that are incomplete as at 30 June 2011 will be revoted (rolled over into the 2011-2012 financial year), a considerable component of this carry over work is revenue (rates and annual charges) funded .

The immediate demand on ratepayers to fund in this year, capital works that may not be completed until some future year is part of the reason for Council carrying large cash holdings.

The estimate at this time of the amount likely to be carried forward is between \$2.5 million and \$3 million. Given the size of the total programme of capital projects, this represents over 30% of the programme remaining incomplete as at 30 June 2011.

Part of the explanation for this lag in the capital works programme can be linked to the adverse weather the Shire experienced in the second quarter (October – December 2010) of this financial year. Substantial flood damage saw resources redirected to these urgent repairs.

Operational Expenditure

Total operational costs (excluding Bushfire and Emergency Services) to-date (Week 45) sum to \$28,686,878. Using the assumption that most operational costs are roughly proportionate to the elapsed weeks of activity, then one would expect to see approximately 86.5% of the operational expenditure budget used up by Week 45.

The total operational budget (excluding Bushfire and Emergency Services) that has been provided in the year sums to \$34,106,238. Therefore the proportionate estimate would be \$33,149,281 ($(\$28.6 \text{ million} \div 48) \times 52$).

Therefore the proportionate analysis of operational expenditure would suggest a likely underspend of approximately \$956,957.

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Operational Income

Operational income is included in the Budget (after the Budget variation mentioned earlier has been approved) in the sum of \$33,285,680. As at this date the total revenues sum to \$28,039,960 (again excluding Bushfire and Emergency Services). Revenue requires more detailed analysis because it can arise at irregular intervals. Since preparing the March Review as at 31 March 2011, further examination of income estimates have been made. From this examination a list of revenue reductions are now suggested. These reductions to revenue total \$1,784,210. (See attached – Annexure B).

After applying these reductions the revised estimate of operational income is now \$31,851,470. As mentioned earlier, the revised estimate of operational expenditure is \$33,149,281, which results in an operating deficit (before depreciation) of \$1,297,811. To this figure the net cost of Bushfire and Emergency Services totalling \$190,000 must be added.

It is also important to note that Council prepares its Budget without reference to non-cash movements, such as the growth in employer leave entitlements, depreciation expense, increase or decrease in creditor and debtor balances, and provisions. These movements have a direct bearing on the Council's financial position. During the 2011-2012 financial year, these aspects of financial performance will be incorporated into reporting.

Summary

In summary, Council has received the March Review and it is to be noted that the Amended Budget position provided for a deficit of \$1.7 million (operational and capital). The actual position reported as at 31 March 2011, is a surplus of \$1.6 million.

Again, this is a net position of both capital and operational activities. At that same date approximately \$3 million of the capital remained unspent. Therefore the net position of \$1.6 million surplus effectively hides a \$1.4 million operating deficit.

This is a major deficiency with this form of reporting – it can be misleading.

The further analysis that has been done on the back of new reporting out of the General Ledger (copies of which can be made available to Councillors) has confirmed that the financial position at 30 June 2011 is likely to be a deficit of between \$1.4 and \$1.5 million (\$1,297,811 + \$190,000).

In this regard the two views of the same data have been reconciled.

As Council would appreciate, this is not a sustainable position.

RECOMMENDATION

That Council:

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1. Receive and note the Third Quarter Review of the 2010-2011 Budget, and further that provision be made in the Budget for a supplementary vote of income and expenditure to cover the flood damage that occurred in December 2010. The amounts involved are:

Regional Roads	\$130,610
Local Roads	\$888,190
2. Require a Financial Sustainability Report to be prepared alongside the first Quarterly Review of the 2011-2012 Budget.

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PRINCIPAL ACTIVITY	Budget 2010-2011	Revote Requests	Supplementary Votes	Adjusted Budget 2010-2011	Actuals/March Qtr 2011
EXECUTIVE					
Governance Income	-	(5,918)	(230,292)	(236,210)	(356,445)
Governance Expenditure	288,217	11,718	342,299	642,234	225,872
General Manager - Income	288,217	5,800	112,007	406,024	(130,574)
General Manager - Expenditure	(3,260,863)	-	(199,436)	(3,460,299)	(2,846,101)
General Manager	352,535	5,000	-	357,535	416,359
Human Resources - Income	(2,908,328)	5,000	(199,435)	(3,102,763)	(2,429,742)
Human Resources - Expenditure	(40,081)	(7,834)	-	(47,915)	(74,800)
Human Resources	547,505	12,834	-	560,339	866,279
Human Resources	507,424	5,000	-	512,424	781,479
Tourism & Economic Development - Income	(37,091)	(28,080)	(13,292)	(78,463)	(68,708)
Tourism & Economic Development-Expenditure	408,321	45,938	13,292	467,551	323,416
Tourism & Economic Development	371,230	17,858	-	389,088	254,707
Executive Total Outcome	(1,741,457)	33,658	(87,429)	(1,795,227)	(1,524,130)

TECHNICAL SERVICES					
	-	-	-	-	-
Technical Services Management - Income	126,000	-	8,694	134,694	100,210
Technical Services Management - Expenditure	126,000	-	8,694	134,694	100,210
Technical Services Management	-	-	-	-	-
Design Projects - Income	(8,502)	-	-	(8,502)	(3,560)
Design Projects - Expenditure	295,600	-	(1,500)	294,100	202,044
Design Projects	287,098	-	(1,500)	285,598	198,484
Works Services - Income	(6,526,306)	(177,071)	(113,667)	(6,817,044)	(3,636,975)
Works Services - Expenditure	8,764,925	746,221	22,890	9,534,037	6,332,353
Works Services	2,238,619	569,150	(90,777)	2,716,993	2,695,378
Road Operations	-	-	-	-	-
Contract Services - Income	(2,030,891)	-	(29,000)	(2,059,891)	(1,458,353)
Contract Services - Expenditure	1,970,300	-	-	1,970,300	1,441,050
Contract Services	(60,591)	-	(29,000)	(89,591)	(117,304)
Fleet Services - Income	(4,144,321)	-	-	(4,144,321)	(3,170,127)
Fleet Services - Expenditure	4,085,224	458,046	63,080	4,606,350	3,277,690
Fleet Services	(59,097)	458,046	63,080	462,029	107,563
Horticulture & Landcare - Income	(18,641)	(1,393)	(7,000)	(27,034)	(17,642)
Horticulture & Landcare - Expenditure	1,183,138	23,020	68,605	1,274,763	907,378
Horticulture & Landcare	1,164,497	21,627	61,605	1,247,729	889,735
Warrumbungle Waste - Income	(1,606,184)	-	2,550	(1,603,634)	(1,364,209)
Warrumbungle Waste - Expenditure	1,705,020	(1,506)	15,000	1,718,514	1,309,657
Warrumbungle Waste	98,836	(1,506)	17,550	114,880	(54,552)
Village Water - Income	(34,733)	(16,249)	-	(50,982)	(24,960)
Village Water - Expenditure	34,733	27,700	-	62,433	20,321
Village Water	-	11,451	-	11,451	(4,639)
Technical Services Total Outcome	3,795,362	1,058,768	29,652	4,883,783	3,914,878

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CORPORATE SERVICES					
Corporate Services Management - Income	(864,843)	-	(2,173)	(867,016)	(860,894)
Corporate Services Management - Expenditure	1,174,298	5,840	(68,501)	1,058,067	527,029
Corporate Services Management	309,455	5,840	(70,674)	191,051	(133,865)
Financial Services - Income	(7,039,473)	-	3,185	(7,036,288)	(7,006,043)
Financial Services - Expenditure	1,170,928	-	-	1,170,928	712,493
Financial Services	(5,868,545)	-	3,185	(5,865,360)	(6,293,550)
Administration - Income	(63,933)	-	-	(63,933)	(43,426)
Administration - Expenditure	429,215	-	-	429,215	411,394
Administration	365,282	-	-	365,282	367,968
Supply Services - Income	(113,850)	-	-	(113,850)	(91,478)
Supply Services - Expenditure	287,132	-	-	287,132	229,642
Supply Services	173,282	-	-	173,282	138,164
Bushfire & Emergency Services - Income	(1,912,860)	-	-	(1,912,860)	(367,594)
Bushfire & Emergency Services - Expenditure	2,067,017	-	-	2,067,017	416,301
Bushfire & Emergency Services	154,157	-	-	154,157	48,707
IT Support - Income	(505,919)	-	-	(505,919)	(508,521)
IT Support - Expenditure	510,058	-	-	510,058	371,829
IT Support	4,139	-	-	4,139	(136,692)
Corporate Services Total Outcome	(4,862,230)	5,840	(67,489)	(4,977,448)	(5,009,267)
GENERAL FUND	(175,697)	1,204,135	(56,172)	918,697	(1,678,964)
WATER SUPPLY FUNDS					
Baradine Water Supply	(25,672)	55,823	71,830	101,983	(33,560)
Binaway Water Supply	28,159	56,033	71,830	156,022	(22,341)
Coonabarabran Water Supply	75,349	154,717	82,311	312,377	(24,510)
Coolah Water Supply	(98,308)	79,975	63,560	45,227	(22,365)
Dunedoo Water Supply	22,832	21,922	(4,750)	40,004	1,440
Mendooran Water Supply	29,291	-	63,250	92,541	57,960
Water Supply Funds Total Outcome	31,651	358,472	348,031	748,154	(43,377)
SEWERAGE SUPPLY FUNDS					
Baradine Sewerage	(33,046)	-	-	(33,046)	13,757
Coonabarabran Sewerage	(116,982)	127,048	1,681	11,747	60,318
Coolah Sewerage	(38,007)	50,000	-	11,993	(5,992)
Dunedoo Sewerage	(20,950)	47,434	-	26,484	(6,657)
Sewerage Supply Funds Total Outcome	(208,985)	224,482	1,681	17,178	61,426
TOTAL BUDGET OUTCOME	(353,031)	1,797,089	293,540	1,684,028	(1,560,916)

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PRINCIPAL ACTIVITY	Budget 2010-2011	Revote Requests	Supplementary Votes	Adjusted Budget 2010-2011	Actuals March Qtr 2011
ENVIRONMENTAL SERVICES					
Enviro Services Management - Income	(187,000)	-	-	(187,000)	(129,096)
Enviro Services Management - Expenditure	335,716	33,502	-	369,218	307,930
Enviro Services Management	148,716	33,502	-	182,218	178,834
Health & Building - Income	(237,072)	-	-	(237,072)	(188,727)
Health & Building - Expenditure	1,089,041	33,240	5,000	1,127,281	783,974
Health & Building	851,969	33,240	5,000	890,209	595,247
Ordinance Services - Income	(30,300)	-	-	(30,300)	(12,148)
Ordinance Services - Expenditure	184,555	-	-	184,555	139,524
Ordinance Services	154,255	-	-	154,255	127,376
Environmental Services Total Outcome	1,154,940	66,742	5,000	1,226,682	904,458

COMMUNITY SERVICES					
Community Services Management-Income	(384,947)	(4,571)	39,491	(350,027)	(289,069)
Community Services Management-Expenditure	1,801,865	43,698	56,871	1,902,434	1,314,092
Community Services Management	1,416,918	39,127	96,362	1,552,407	1,025,023
Social Services - Income	(812,813)	(93,750)	(7,455)	(914,018)	(605,913)
Social Services - Expenditure	833,286	93,750	2,482	929,518	623,859
Social Services	20,473	-	(4,973)	15,500	17,947
Family Day Care - Income	(770,064)	-	-	(770,064)	(634,964)
Family Day Care - Expenditure	786,712	-	(13,648)	773,064	595,648
Family Support Services	16,648	-	(13,648)	3,000	(39,316)
Yuluwirri Kids - Income	(776,906)	-	-	(776,906)	(726,850)
Yuluwirri Kids - Expenditure	800,555	-	(13,648)	786,907	761,296
Yuluwirri Kids	23,649	-	(13,648)	10,001	34,446
Community Services Total Outcome	1,477,688	39,127	64,093	1,580,908	1,038,100

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Annexure B

Income That Will Not Be Realised

Area	Amount	
Sewer - Coolah	21,000	User Fees
Coonabarabran	100,000	User Fees
Baradine	17,000	User Fees
Water - Mendooran	23,000	User Fees
Dunedoo	86,000	User Fees
Coolah	63,000	User Fees
Coonabarabran	88,000	User Fees
Binnaway	24,000	User Fees
Baradine	12,000	User Fees
Corporate Services	350,000	Sale of Houses Coolah
Ordinance	16,000	
Building Control	11,000	
Environmental	60,000	LEP
Village Water	2,000	User Fees
Waste Management	13,000	
Horticulture	7,000	Private Works
Contract Management	380,000	Contract RTA Works
Technical Equipment	1710	
K & Gutter Contributions	24,500	
Private Works	120,000	Work Requests Low
R2Recovery	365,000	
	1,784,210	Income Reduction

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JOHN McHUGH
ACTING DIRECTOR OF CORPORATE SERVICES

WARRUMBUNGLE SHIRE COUNCIL

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Mr Steve Loane
General Manager
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Dear Sir

Attached is my report for consideration by Council

DIRECTOR OF TECHNICAL SERVICES

ANNEXURE 3

3.1 Flood Damage Claim On Local Roads From December 2010 Flood Event

BACKGROUND

Council will be aware that the flood event on the 1st December 2010 caused significant damage to roads within the Shire and that the event was declared a natural disaster. The declaration made Council eligible to claim financial assistance to repair damage to the roads.

Council's total claim for financial assistance was made up of claims in respect of Crown Roads, Local Rural Roads, Regional Roads and State Roads. The largest component of the claim is in relation to Local Rural Roads. Council is being asked to consider the outcome of the claim assessment by the RTA and make a resolution in respect of the offer of financial assistance in respect of Local Rural Roads.

ISSUES

Council's flood damage claim is based on an assessment of individual roads and the claim is supported by photographic evidence. A schedule is prepared and submitted to the RTA who then send an officer to assess each road against the claim.

An eligible claim is loss of gravel from the road surface of unsealed roads, however the depth of gravel lost is often up to negotiation between the RTA and Council. Most of Council's claim in relation to gravel loss is for a depth of either 150mm or 100mm. The RTA however, has maintained throughout the negotiations they will only accept a depth of gravel loss at 50mm. Council has in place a works programme to resurface unsealed roads on a cyclic basis and because of this most roads would have a depth of gravel at least 100mm. Hence, Council is at some disadvantage when funding assistance is made available only for 50mm of gravel.

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OPTIONS

Council has very little discretion in this matter. A claim has been made for financial assistance, however, a portion of that claim is being rejected by the RTA. Council may wish to formally raise this matter with RTA.

FINANCIAL CONSIDERATIONS

Council's claim for financial assistance to repair flood damaged local rural roads is \$3.17m. Based on their assessment, the RTA is offering \$2.09m. Council also made a claim of \$0.52m for emergency repairs works and this has been paid in full by the RTA.

To date, Council has expended \$0.19m on repairing roads damaged from the December 2010 flood.

A list of roads damaged by the December 2010 flood, with proposed financial assistance listed against each road, is provided in attachment 1.0.

RECOMMENDATION

1. That Council accepts the offer of financial assistance from the RTA for repair of damage to local rural roads as a result of the December 2010 flood event.
2. That Council formally advise the RTA that their assessment of damage to unsealed roads as a result of gravel loss is conservative and that a more realistic assessment is a loss of 100mm of gravel rather than 50mm.

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Attachment 1.0 - Local Rural Roads Damaged by the December 2010 Flood Event and the Assessed Financial Assistance for each Road.

Road Name - flood damaged road	Road Cat.	Priority for Repair	Assessed Amount
River Rd	1	1	\$37,700
Gentle Annie	1	1	\$102,200
Guinema	1	1	\$121,700
Munns Rd	1	1	\$39,200
Morriseys Rd	1	1	\$26,140
Napier Ln	1	1	\$17,602
Caledonia Rd	1	1	\$21,710
Nieble Rd Causeway	3	1	\$102,700
Orana Rd Causeway	2	1	\$48,900
Gamble Creek Rd	2	1	\$103,100
Brooks Rd	1	2	\$14,190
Box Ridge Rd	1	2	\$10,820
Myall Plains Rd	1	2	\$15,000
Ropers Rd	1	2	\$28,400
Tannabah Rd	1	2	\$6,800
Rockedgiel	1	2	\$8,200
Mitchell Springs Rd	1	2	\$10,800
Flags Rockedgle Rd	1	2	\$6,850
Pine Ridge Rd	1	2	\$4,800
North Pine Ridge Rd	1	2	\$1,200
Fairfield Rd	1	2	\$7,180
Neilrex Rd	1	2	\$14,000
Dennykymine	1	2	\$34,200
Mount Hope	1	2	\$7,800
Gundare Rd	1	2	\$20,450
Airport Rd	1	2	\$5,200
Boomley Road	1	2	\$28,000
Piambra Rd	1	2	\$35,240
Nielrex Rd	1	2	\$3,900
Dennykymine Rd	1	2	\$14,300
Yarragrinn Rd	2	3	\$22,600
Willicombs Rd	2	3	\$17,900
Mia Mia Rd	2	3	\$8,380
Yaminbah Rd	2	3	\$12,690
Ulman Rd	2	3	\$4,300
Yearanin Rd	2	3	\$13,410
Merryulla Rd	2	3	\$24,350
Toorawandi Rd	2	3	\$15,660
Crenauns Ln	2	3	\$10,700
Wattle Springs Rd	2	3	\$9,500
Pibbon Rd	2	3	\$16,500
Leaders Rd	2	3	\$16,400

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Bourkes Rd	2	3	\$41,800
Wingabutta Rd	2	3	\$5,800
TV Rd (Cenn Criach Rd)	2	3	\$51,100
Hickeys Rd	2	3	\$17,100
Gowang Rd	2	3	\$16,000
Nashs Rd	2	3	\$11,300
Premer Estate Rd	2	3	\$6,000
Cumbil Rd	2	3	\$10,352
Premer Estate Rd	2	3	\$6,000
Sleightholmes Rd	2	3	\$2,100
Sansons Ln	2	3	\$6,000
Miangulliah Rd	2	3	\$6,000
Avonside West	2	3	\$12,800
Sandy Creek Rd	2	3	\$4,400
Forans Lane	2	3	\$108,000
Blue Springs Rd	2	3	\$14,000
Turee Vale Rd	2	3	\$43,400
Orana Rd	2	3	\$43,320
Blue Springs	2	3	\$20,940
Moorefield Rd	2	3	\$7,160
Coller Rd	2	3	\$5,600
Wardens Rd (Baldrige Rd)	2	3	\$61,350
Bolton Creek Rd	2	3	\$22,810
Laheys Creek Rd	2	3	\$18,090
Merotherie Rd	2	3	\$9,000
Dapper Rd	2	3	\$31,920
Bolton Creek Causeway	2	3	\$12,100
Hawkers Rd	2	4	\$7,800
Lumleys Rd	3	4	\$10,000
Ulangra Springs Rd	3	4	\$4,000
Kennedys Rd	3	4	\$22,300
Hotchkiss Rd	3	4	\$6,600
Kinross Rd	3	4	\$8,050
Whiteside Rd	3	4	\$6,150
Burma Rd	3	4	\$5,000
Boogadah Rd	3	4	\$3,000
Mow Rock Rd	3	4	\$11,200
Saltwater Rd	3	4	\$18,560
Scully Rd	3	4	\$7,800
Kurrajong Rd	3	4	\$24,700
Locknaw Rd	3	4	\$12,440
Oban Rd	3	4	\$6,500
Moorefield Rd East	3	4	\$61,924
Bong Bong Rd	3	4	\$9,880
Bullinda Rd	3	4	\$11,400
Melrose Rd	3	4	\$7,680
Tonnagies Rd	3	4	\$3,600
Cliffdale Rd	3	4	\$11,700

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Bounty Creek Rd	3	4	\$32,000
Abecketts	2	4	\$6,940
All Weather Rd	1	4	\$2,800
Angus Rd	2	4	\$2,150
Barwon Rd	3	4	\$900
Barwon Ext	3	4	\$4,000
Bingie Grumble Rd	2	4	\$4,400
Blackburns Rd	3	4	\$2,600
Bungabar Rd	3	4	\$6,100
Cumberdean Rd	2	4	\$1,752
Darouble Rd	3	4	\$2,850
Digilah Rd	1	4	\$768
Dows Ln	2	4	\$1,200
Eastburns Rd	3	4	\$800
Edwards St	1	4	\$1,250
Findlays West	3	4	\$400
Heads Rd	3	4	\$3,400
Hollymount Rd	2	4	\$5,800
Indians Ln	1	4	\$3,240
Lockerbie Rd	2	4	\$2,800
Koala Pl	2	4	\$500
Maronoa Rd	2	4	\$5,750
Maroo Rd	3	4	\$3,200
Merebene Rd	3	4	\$1,100
Merrygoen Rd	1	4	\$1,000
Minemoorang Rd	3	4	\$2,400
Monks Rd	2	4	\$3,000
Mooren Rd	2	4	\$3,900
Newbank Rd	1	4	\$720
Nullawa Rd	3	4	\$360
Old Common Rd	3	4	\$2,000
Pinevale Access Rd	3	4	\$1,280
South Burloo	3	4	\$1,250
South St Bugaldie	3	4	\$7,000
Sweetwater Rd	3	4	\$5,000
Tibuc Rd	3	4	\$45
Timor Dam Rd	3	4	\$6,000
Uphills Rd	2	4	\$7,450
Wangmans Rd	2	4	\$6,700
Wangmans Rd	2	4	\$6,900
Yuggel Rd	2	4	\$10,250

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KEVIN TIGHE
DIRECTOR TECHNICAL SERVICES

WARRUMBUNGLE SHIRE COUNCIL

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Mr Steve Loane
General Manager
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Dear Sir

Attached is my report for consideration by Council.

ACTING DIRECTOR OF ENVIRONMENTAL SERVICES ANNEXURE 4

4.1 Connection Of 40 Darling St Baradine To Sewer

Background

The dwelling located at 40 Darling Street Baradine is connected to an on-site sewage management system (septic tank and rubble drain), and has been the subject of numerous complaints relating to smell and pumping out of effluent.

Following previous attempts to get the premises to connect to the sewer, Council again began the Orders process which culminated in the issuing of an Order to connect the premises to sewer in December 2010.

Commentary

Upon expiration of the Order the owners had failed to comply with the order and Council had the option of legal action against the owners for failure to comply with the order or to exercise its powers under the Act to enter upon the land and execute the order at the owners cost. The means of recovering Council's costs of compliance with the order would normally require the matter to be heard in the local court where Council would seek an order for its costs to be met by the owner. In most cases the court would consider the owners capacity to pay and may order regular payments to be made instead of the full debt recovered.

In this instance the public health liabilities exposed by effluent being pumped onto public places mean that the most appropriate action is for Council to execute the order at the cost of the owner. The owners have been notified of Council's intention to execute the order and a quote for \$4016.50 has been received from a local plumber to complete the connection to sewer and Council has requested the work be carried out. The owners have confirmed that they are happy to accept the quote and the contractor chosen.

The owner and occupiers of the subject premises are more than willing to connect to sewer, however financial constraints prevent them being able to outlay up front the \$4016.50 it is going to cost to do the work. They have indicated that they would be

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prepared to co-operate with Council in allowing access to the premises for the connection works to be completed and that rather than have the matter dealt with in court they would be prepared to pay off a sundry debtor raised to cover Council's costs.

This situation is favourable not only to the owners, but also to Council because there will be no cost involved in seeking legal action for reimbursement and the public health issue is resolved with the same outcome that would occur through the legal channels.

RECOMMENDATION

That Council agrees to allow the owners of Lot 4 DP22299 known as 40 Darling Street Baradine to enter into an irrevocable undertaking to make fortnightly repayments of \$150 to meet Council's cost in executing compliance with the order to connect to the sewer in lieu of seeking recovery of costs in the local court.

4.2 Report on Heritage Action Plan 2010/2011

Background

During the 2010/2011 financial year activity has generally focused on providing advice to community groups and individuals managing heritage items and buildings in conservation areas, providing advice to Council on urban design issues, and supporting Council initiatives.

The Heritage Advisor has also provided support to Council officers involved in developing new DCPs.

Achievements

The following has been achieved in 2010/2011.

- Privately funded restoration of St Matthews Anglican Church, Leadville based on guidelines provided by the Heritage Advisor.
- Recording of the former Bengadee Sawmill within the newly created Cobbora State Conservation.
- Development of Conservation Management Strategies for:
 - Coolah School of Arts,
 - Dunedoo Multi-Function Centre (former Bank of NSW)
- Preparation of Conservation Guidelines and Maintenance Checklist for Coolah Valley Hotel.
- Advice provided on developments affecting heritage places, including: St Matthews Anglican Church, Leadville.
- Provision of assistance to Community Co-ordinators on matters related to heritage.
- Assistance with preparation of a map of heritage places for use by the Rural Fire Service.
- Development of a 2011/2014 Heritage Strategy (provided to Councillors under separate cover)

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RECOMMENDATION

It is recommended that Council adopt the report on the Heritage Advisory Service for 2010/2011 and adopt the 2011/2014 draft Heritage Strategy

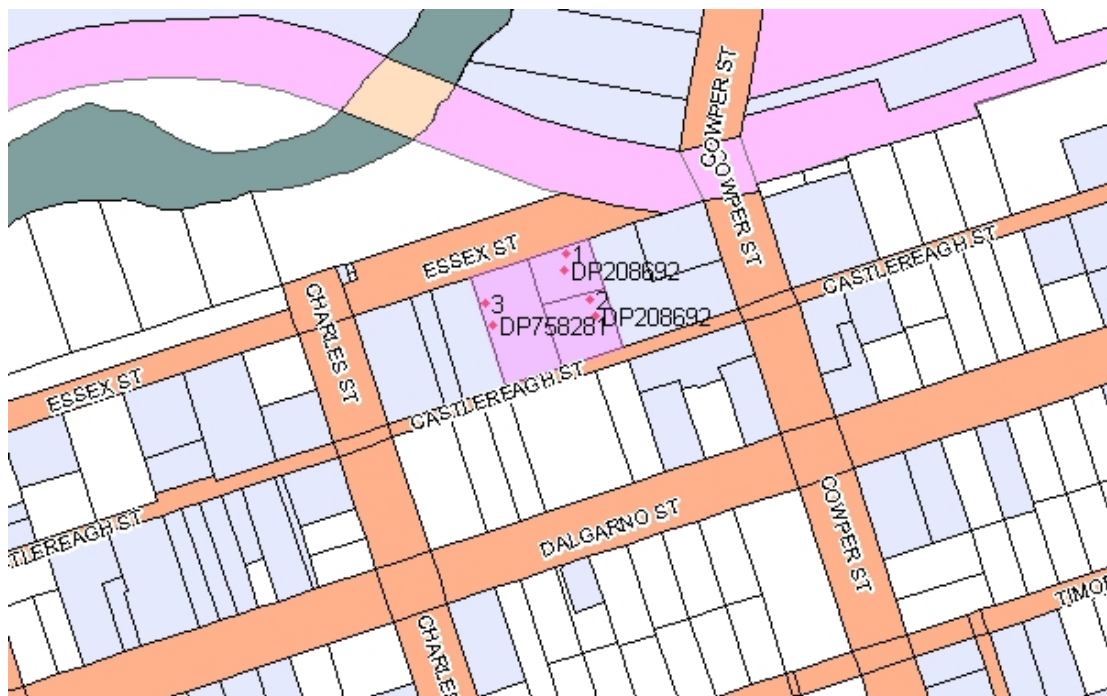
4.3 Request To Consolidate Land By Rural Fire Service

Background

The RFS originally purchased a shed for the Dunedoo rural fire brigade to be erected on land subdivided from railway lands, however issues relating to accessibility of sewer and the location of a rising sewer main have led the service to plan the relocation of the shed to Coonabarabran for use as the headquarters for the Coonabarabran fringe brigade.

In July 2010 Council resolved in minute 33 *“that Council agree to the proposal and subsequent lodgement of Development Application for the Coonabarabran RFS Fringe Brigade and operations at the Essex Street Depot and allow the Rural Fire Service Castlereagh Zone to proceed with the project with no cost to Council.”*

Discussions have been held with the Zone Manager of the RFS regarding the lodgment of a development application for the above project have revealed that the lot to be built upon is lot 1 DP208692 which is one of three lots that comprise Council’s Essex Street land as shown below:



Commentary

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A problem has been encountered in that the shed is too large for its intended lot and the Building Code of Australia will not allow buildings of this nature to be legally built over a property boundary as the boundary itself is defined as a fire source feature which makes the construction as proposed impractical.

A solution to this issue is to remove the boundary by consolidating all of the three lots that make up Council's property into one parcel which will eliminate the boundaries as a building issue and provided set backs from adjacent buildings upon that parcel are maintained no fire rating issues are apparent.

Other portions of the proposed consolidated parcel are currently leased to other leasees and it may be necessary to amend those leases to reflect the changed land descriptions. The process involved in consolidating lots is similar to subdivision requirements and will require a registered surveyor preparing a survey plan and obtaining a subdivision certificate from Council. The cost of the consolidation could be expected to cost anywhere from \$2885 to \$6885 (depending on whether it can be done as a compiled plan) and should be met by the RFS to comply with the original resolution on costs.

RECOMMENDATIONS

1. That Council agree in principle with the Rural Fire Service proposal to consolidate lots 1 & 2 DP 208692 and lot 3 DP758281 Essex Street Coonabarabran subject to:
 - (i) the costs of consolidation being met by the Rural Fire Service, and
 - (ii) the lease agreements with other users of the land being investigated to ensure that the change in property description will not have a detrimental effect upon those lease agreements.

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4.4 Applications Received For Month Of April 2011

Complying Development (set criteria) Development Application (Specialised Conditions)	Date Received	APPLICANT'S NAME	LOCATION (of development)	(Town)	Development Type	Status (Approved or Pending)
DA 73/1011	04/04/2011	Kodi Brady	River Road	Coonabarabran	Subdivision	Approved
CDC 74/1011	05/04/2011	David Samuel	John Ward Place	Coonabarabran	New Shed	Pending
DA 75/1011	05/04/2011	Mitchell Evans	Drummond Street	Coonabarabran	Addition to House	Approved
DA 76/1011	08/04/2011	Gleeson Surveying	Murabinda	Goolhi	Subdivision	Pending
DA 77/1011	08/04/2011	Dianne Dow / Rawsons	Dows Lane	Coonabarabran	New Dwelling	Awaiting additional information (site plan)
CDC 78/1011	08/04/2011	Wayne Martin	River Road	Coonabarabran	New Shed	Pending
DA 79/1011	12/04/2011	James Butcher	Homeleigh Drive	Coonabarabran	Extensions to House	Awaiting additional information (lighting)
DA 80/1011	13/04/2011	Dunbier Pastoral Pty Ltd	Gamble Creek Road	Binnaway	New Machinery Shed	Approved
DA 81/1011	21/04/2011	Ivan Goloborodko	Timor Road	Coonabarabran	New Dwelling	Awaiting additional information (lighting)
DA 82/1011	21/04/2011	Estens & O'Connor	Namoi Street	Coonabarabran	Boundary Adjustment	Awaiting additional information
CDC 83/1011	28/04/2011	John Preston	Purlewaugh Road	Coonabarabran	New Machinery Shed	Pending

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WARRUMBUNGLE SHIRE COUNCIL APPLICATIONS HELD PENDING AS AT THE END MARCH 2011

CD or DA	Date Received	APPLICANT'S NAME	LOCATION	Town	Type of Development	Status
CDC 58/1011	1/02/2011	L & S Graham	Wargundy Street	Dunedoo	New Carport	Stop the clock
DA 66/1011	15/03/2011	Taylor Made Buildings Pty Ltd	Coonabarabran Road	Mendooran	New Transportable Home	Awaiting additional information (bushfire report)
DA 68/1011	21/03/2011	Richard Chapman	Horsely Street	Coonabarabran	Change of use	On Notification

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TONY MEPPEM
ACTING DIRECTOR ENVIRONMENTAL SERVICES

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