



Warrumbungle Shire Council

Council meeting and Call of Council

Thursday, 16 September 2010

to be held at the Council Chambers, Coolah

commencing at 11.00 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

Robert Geraghty (General Manager)

Carolyn Upston (Director Corporate Services)

Kevin Tighe (Director Technical Services)

Tony Meppem (Acting Director Environmental Services)

Rebecca Ryan (Director Community Services)

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ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

Ethical decision making

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Do you stand to gain personally at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

Conflict of interest

A conflict of interest is a clash between private interest and public duty. There are two types of conflict:

- Pecuniary – regulated by the *Local Government Act* and Department of Local Government
- Non-pecuniary – regulated by Codes of Conduct policy. ICAC, Ombudsman, Department of Local Government (advice only).

The test for conflict of interest

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of 'corruption' – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest.

Identifying problems

1st Do I have private interests affected by a matter I am officially involved in?

2nd Is my official role one of influence or perceived influence over the matter?

3rd Do my private interests conflict with my official role?

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

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Date: 9th September 2010

Councillor Peter Shinton
Mayor
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Mr Mayor

CALL OF COUNCIL

I submit the following reports for Council's consideration at its meeting to be held on Thursday, 16th September 2010 commencing at 11.00am at the Council Chambers, Coolah.

.....
R J GERAGHTY
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

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CALL OF COUNCIL

NOTICE is hereby given that a special meeting of Warrumbungle Shire Council will be held on Thursday, 16th September 2010 commencing at 11.00 am at the Council Chambers, Coolah. Your presence is required to determine the following business.

You should note the requirement of the Warrumbungle Shire Council's Code of Meeting Practice which provides:

5.1. A Councillor cannot participate in a meeting of a Council or Committee unless personally present at the meeting

The business to be transacted relates to the election of a Mayor and Deputy Mayor for the forthcoming year.

Special Meeting Business

The manner of operating the election of Mayor and Deputy Mayor comes under Schedule 7 (Election of Mayor by Councillors).

To assist Councillors understand the election process, I have forwarded a copy of Schedule 7 of the Regulations to each Councillor under separate cover.

The General Manager is the returning officer. While it is up to Council whether it has a position of Deputy Mayor this Council in the past has decided that it would have the position of Deputy Mayor.

1S) Election of Mayor and Deputy Mayor

Therefore, if Council determines to continue to have a Deputy Mayor the next item of the agenda will be to determine the method of voting for the positions of Mayor and Deputy Mayor

- i) Whether by secret **ballot**, if not a secret ballot the voting will be by way of open vote.
- ii) Whether the **voting system** shall be preferential voting, ordinary voting or open voting.
- iii) The **order that candidates** will appear on the ballot paper.

NOTE: Re Nominations

1. A Councillor may be nominated without notice for election as Mayor or Deputy Mayor.
2. The nomination is to be made in writing by 2 or more Councillors (one of who may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
3. The nomination is to be delivered to or sent to the General Manager.

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This effectively means that a valid written nomination will be accepted up until the announcement of the nominations for each position separately. Therefore the nominations for Deputy Mayor will be open until after the Mayoral election is concluded.

4. The General Manager is to announce the names of the nominees at the Council meeting at which the election is to be held -
 - A) Election of Mayor for forthcoming period.
 - B) Election of Deputy Mayor for forthcoming period.

I am enclosing a separate nomination sheet for each position which is headed appropriately.

RECOMMENDATION

For Council's determination

2S) Council Committees

It is the practice that at the September Council meeting (the call of Council) the committees and representatives are reviewed.

At Council's meeting held on 17 September 2009 Council confirmed the following committees and Councillor representatives.

External Committees – Elected for the full term of Council

These committees are part of this Council's wider involvement in the region. The majority of these committees have legislative powers creating them or formal agreements between us and other Councils. It is essential that all of these committees have active elected representative involvement.

Castlereagh Macquarie County Council

(Two (2) Councillor representatives)

Councillors Shinton and Coe

Macquarie Regional Library

(Two (2) Councillor representatives)

Councillors Powell and Campbell

Traffic Advisory Committee

(One (1) Councillor representative)

Councillor Lewis

Warrumbungle Bushfire Management Committee

(One (1) Councillor representative)

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Councillor Shinton

Local Emergency Management Committee

(One (1) Councillor representative)

Councillor Dissanayake

The North West Weight of Loads Group

(One (1) Councillor representative and one (1) staff member)

Councillor Todd

Central West Explorer Country Tourism

1 Councillor representative being Councillor Schmidt

Police Accountability and Consultation

Mayor and General Manager represent Council

Central Ranges Natural Gas Association

Mayor and General Manager represent Council

Orana Regional Organisation of Councils

Mayor and General Manager represent Council

Golden Highway Consultative Committee

1 Councillor representative being Councillor Coe

Warrumbungle Shire Liquor Accord

1 Councillor representative being Councillor Schmidt

The second group of committees is those that are subject to annual decision as to membership and these are as follows.

Internal Committees

Plant Advisory Committee

(Plant (4) Councillor representatives and four (4) staff representatives)

Councillors Sullivan, Coe, Lewis and Powell

Occupational Health & Safety Advisory Committee

(One (1) Councillor representative and nine (9) staff representatives)

Councillor Schmidt

Consultative Advisory Committee

(One (1) Councillor representative - the General Manager also represents Council formally; and seven (7) staff representatives)

Councillor Schmidt and the establishment of a roster system to enable each Councillor to participate during their term of office

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General Manager's Review Committee

All Councillors are representatives on this committee.

EEO Advisory Committee

(One (1) Councillor representative and four (4) staff representatives)

Councillor Sullivan

Finance and Works Committee

All Councillors are representatives on this committee.

Community Committees

These committees are made up either in part or in full of community members and are set out below.

Warrumbungle Shire Tourism and Economic Development Advisory Committee

(Representatives: Two Councillors, Team Leader Economic Development and Tourism, one member from each of the five smaller towns who is involved in a Progress Association or Development group. May or may not be the Community Development Coordinator (Coolah, Dunedoo, Mendooran, Baradine and Binnaway)

- Coonabarabran Chamber of Commerce
- NSW Farmers Association
- Warrumbungle Tourism Association Inc
- Department of Environment and Climate Change (NPWS)
- Indigenous Community Working Party)

Councillors Schmidt and Campbell

Medical Services Advisory Committee

(Two (2) Councillor representatives; one (1) staff representative and four (4) community representatives)

Councillors Dissanayake and Todd

Warrumbungle Aerodromes Advisory Committee

(Two (2) Councillor representative; two (2) staff representatives and community representatives including one from Baradine)

Councillors Powell and Campbell

Roads Review Committee

(All interested Councillors plus the Mayor; Director of Technical Services and General Manager)

All interested Councillors

Warrumbungle Shire Council Social Services Advisory Committee

(One (1) Councillor representative and staff)

Councillor Campbell

The Warrumbungle Shire Council Yuluwirri Kids Advisory Committee

(One (1) Staff representative and community members)

Director of Community Services

Baradine Floodplain Management Advisory Committee

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(Two (2) Councillor representatives, Director Technical Services, Director Environmental Services or nominee, SES representatives and three (3) members of the Baradine community)

Councillors Campbell and Todd

Council Representation

Orana Arts Incorporated Committee

Director of Community Services to represent Council

Namoi Catchment Management Authority

(1 Councillor representative and the General Manager)

Councillor Sullivan

Central West Catchment Management Authority

(1 Councillor representative and the Director of Technical Services)

Councillor Sullivan

Inland Rail Committee

(1 Councillor representative)

Councillor Todd

Wind Energy Precinct Advisory Committee

(2 Councillor representatives)

Councillor Shinton and Powell

NOTE: Council's Resolution No. 388 of 20 May 2010, resolved that

388 RESOLVED that Council organise one meeting a year in lieu of town committee meetings in each of the towns including Coonabarabran prior to budget deliberations to provide an opportunity for each community to contribute to the budget discussions.

FURTHER that these meetings be held in either February or March.

As a result of the above resolution, the town committees have been removed from the list.

RECOMMENDATION

For Council's determination.

.....
R J GERAGHTY
GENERAL MANAGER

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Date: 9 September 2010

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 16th September 2010. 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 19 August 2010

ADOPTION OF THE RECOMMENDATIONS of the Traffic Advisory Committee meeting held on 26 August 2010

ADOPTION OF THE RECOMMENDATIONS of the Warrumbungle Shire Tourism and Economic Development Advisory Committee meeting held on 1 September 2010

ADOPTION OF THE RECOMMENDATIONS of the Warrumbungle Shire Council Occupational Health & Safety Committee meeting held on 18 August 2010

MINUTES of the Consultative Advisory Committee meeting held on 18 August 2010 **for notation**

Reports

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ENVIRONMENTAL SERVICES REPORT ANNEXURE 4 PAGE 65

COMMUNITY SERVICES REPORT ANNEXURE 5 PAGE 76

Questions for Next Meeting

Matter to be dealt with “in committee”

1C Sale of land for unpaid rates

2C Implementation of EFTPOS facilities

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

The items relate to personal hardship of ratepayers and commercial information and as such are classified CONFIDENTIAL under Section 10A(2)(b) and (c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

.....
R J GERAGHTY
GENERAL MANAGER

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GENERAL MANAGER'S REPORT

ANNEXURE 1

1.1 Leave of Absence

Councillor Victor Schmidt has advised Council by notice at the August 2010 Council meeting and further by email dated 1st September 2010 that he will be unable to attend the ordinary Council meeting scheduled for 16th September 2010 and will therefore be absent. Councillor Schmidt is seeking approval for a Leave of Absence from the ordinary Council meeting to be held on 16th September 2010.

RECOMMENDATION

That Council approve the request for a Leave of Absence from the ordinary September 2010 Council meeting from Cr Schmidt.

1.2 Leave of Absence – Councillor Denis Todd

Council has received a written request from Councilor Todd seeking approval for a Leave of Absence from the ordinary Council meeting to be held on 21st October 2010.

RECOMMENDATION

That Council approve the request for a Leave of Absence from the ordinary October 2010 Council meeting from Cr Todd.

1.3 Donation – Mendooran Country Women's Association

The Mendooran CWA branch has written to Council requesting assistance with the rate payment for the services to Bandulla Street Mendooran as follows:

The Mendooran CWA has received the attached rate notice and in view of the fact that the Mendooran Branch forms part of the New South Wales Country Women's Association, which is classified as a not-for-profit entity, we are asking for assistance towards the rate payment and to be included in the donations list from Council.

We understand that charges for services in Bandulla Street Mendooran apply, however, our income is derived solely from the work of volunteers by way of street stalls, catering, raffles and the Op Shop.

We have served the community of Mendooran on a voluntary basis continually since 1926 and will continue to do so.

As our finances are limited, meeting the rate payments will mean that, in turn, we will have less to return to the community.

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It is for this reason that we ask council to consider assisting us with the rate payment and that we be included in the donations list from council. I am happy to discuss this matter further with you if necessary.

Note: Council's Donations Policy includes a donation equal to half the General, Water Access Charge and Sewerage rate or charge for the Coonabarabran CWA and the Baradine CWA. This donation does not include garbage charges.

RECOMMENDATION

For Council's consideration.

1.4 Donation – Coonabarabran Youth Club

Council has received a request from the Coonabarabran Youth Club for a reimbursement of the Council funds within the Development Application lodged for the upgrade of the premises.

The letter reads:

The Coonabarabran Youth Club Committee recently applied for a Community Building Partnership Grant for improvements to the Coonabarabran Youth Club building.

The Coonabarabran Youth Club endeavour to make our Shires Youth Club a place for the whole shire to utilize and enjoy, but to enable that to happen we will need to apply for several grants over the coming months to get the building which belongs to Warrumbungle Shire up to an acceptable and safe standard.

When submitting the Grant Application we were informed that we would have to have a Development Application to accompany the application. The Youth Club filled in the application at a cost of \$687.00.

The Coonabarabran Youth Club understands that not the whole amount of the \$687.00 actually goes to council itself but we are seeking reimbursement for the amount that does go directly to the Warrumbungle Shire Council under the circumstances we as a committee are making an improvement to a building owned by you.

We ask that you consider this reimbursement at your next meeting.

A determination is sought from Council for the reimbursement of the Council's portion of the Development Application fee.

RECOMMENDATION

For Council's consideration and if approved where the funds will come from.

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1.5 Australia Day

The structure of the Australia Day Awards in 2010 was amended to include Local Awards which were administered and awarded by each Community. These awards included the Certificates of Recognition, Group Community Service and Sports Team of the Year Award. The Communities were also invited to consider their own categories of awards.

The Shire Wide Awards included; Citizen of the Year, Young Citizen of the Year, Senior Citizen of the Year, Sportsperson of the Year, and Young Sportsperson of the Year Awards and would be administered and awarded through Warrumbungle Shire Council.

Again the Australia Day functions were held in each of the six towns and included a Breakfast at Binnaway and Mendooran, Morning tea at Baradine, Lunch at Dunedoo and the evening functions at Coolah and Coonabarabran included a BBQ.

Warrumbungle Shire Council participated in the Australia Day Ambassador Programme and hosted two Ambassadors within the Shire.

Council now needs to determine if the arrangements for the 2010 Australia Day functions were successful and if this structure will be used again in 2011. Further, Council also needs to determine if it wishes to participate in the Australia Day Ambassador Programme for the 2011 Australia Day Celebrations.

RECOMMENDATION

That Council's Australia Day Awards structure of 2010 will be followed for 2011 and Further, that Council participate in the 2011 Ambassador Programme with an Ambassador generally for the North and one generally for the South.

1.6 Licence Agreement – Coonabarabran Girl Guides

Council considered a report at the ordinary January 2010 meeting relating to the arrangements with the Girl Guides for the operation of the Driver Reviver canteen, located next to the Visitor's Information Centre.

Council resolved, *that representatives of the Girl Guides and Visitor Information Centre discuss and reach agreement on a mutually acceptable arrangement for the storage of driver reviver equipment and tourism materials.*

A mutual decision has now been reached between the Girl Guides and the Visitor Information Centre for the Guides to have sole occupancy of the building used for Driver Reviver.

To conclude this matter a Licence Agreement has been prepared for Council's consideration and a copy has been forwarded under separate cover to Councillors.

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RECOMMENDATION

That Council approve the Licence Agreement with the Coonabarabran Girl Guides and authorise the General Manager to execute the Agreement.

1.7 Climate Change Risk Assessment

Council has been accepted for inclusion in the Climate Change Risk Assessments being funded by Statewide Mutual and conducted by Echelon Australia Pty Ltd.

Reports will be modeled on the Australian Greenhouse Office guidelines and will be conducted on the following criteria:

- Availability of Council resources to assist with assessing Council's exposures and drafting a report
- The environmental aspects of the Council area.

The assessment will involve all aspects of Council's operations:

- Infrastructure and property services
- Provision of recreation facilities
- Health services
- Planning and development approvals
- Natural resource management
- Water and sewerage services

The project will involve Echelon undertaking risk assessments during several workshops with the outcome of providing each Council with an Adaptation Plan Report. Council will need to make staff available for those workshops.

The methodology utilized in the development of these plans is in accordance with the Department of Environment and Climate Change (DECC) guidelines and aligns with the Australian Standard AS/NZS 4360 and ISO 31000.

The Climate Change Adaption Plan methodology being applied involves:

- Setting the context – Session 1
- Identifying the climate change scenarios – Session 1
 - Total time 2 hours
- Identifying the climate change impacts – Sessions 2 and 3
 - Each session 4 hours
- Developing overall climate change impact risk ratings – Session 4
 - Total session time 4 hours
- Developing adaptation plans (for extreme and high risks) including proposed treatment and implementation timeframes – Session 5

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- Total session time 4 hours
- Preparation of an Adaptation Plan Report

Council staff involvement outside of these session times is minimal. This process can only be successful with full commitment from Senior Staff. They will be expected to attend each session.

The Adaptation Plan Report will provide Council with an Adaptation Risk Assessment Report that describes the adaptation measures for consideration in the Council's Strategic and business plans.

The plan will detail:

- Risk Description
- Adaptation Plan Options
- Adaptation Plan options priority rating (after considering and evaluating estimates cost, effectiveness, implementation period and % of the affected community that would benefit from this option)
- Determine current actions/treatments
- Further Adaptation Plan work required

The parameters for each scenario is decided at the 1st session and is based on the latest CSIRO predictions for each respective Council region.

The available scenarios to choose 6 from are:

- Temperature – Risk that average temperature may increase between +0.2 degrees and +1.8 degrees by 2030
- Hot Days – Risk that there will be between 4 and 11 hot days (above 35 degrees) by 2030
- Rainfall – Risk that average rainfall will change between -5% and +3% by 2030
- Wind – Risk that there will be an increase in average wind speed between -3% and +8% by 2030
- Fire Weather – Risk that the number of days annually when the FFDI is very high or extreme will be between 53 and 58 days by 2030
- Sea Level Change – Risk that the sea level will rise up to .90 metres by 2100 with linear rise over the intervening period (this may mean that Council's population will increase)
- Rain Intensity – Risk that intense rain periods (ie number of 1 in 40 year single day rainfall events) will change by -3% and +20% by 2030

The above scenario criteria are an example only and different scenarios may be put forward. This will be decided at the first session.

RECOMMENDATION

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That Council's consideration and support be given to the Climate Change Risk Assessment process.

1.8 Sister City Programme

Following a recommendation of the TED, Council agreed to the preparation of a report on a sister-city style project for Coonabarabran with an astronomy related city in Japan. This report is a discussion paper for the consideration of Councillors. This discussion paper has been prepared by the Team Leader – Tourism and Economic Development and now submitted for Councils consideration

What is the Sister City Programme

The idea of a sister city relationship is not new and many cities, municipalities and shires in Australia have at least one sister city relationship with a city or town overseas, or within Australia with many having multiple affiliations. These relationships provide a forum for cultural, economic and educational interchange between communities. They encourage friendship, co-operation and understanding to improve peaceful co-existence worldwide.

Within Australia there is an association known as Sister Cities Australia Inc. (SCA); it takes a role in matching cities and towns seeking a sister city relationship. SCA is also the link between an Australian sister city or town and the many projects and ideas experienced here and abroad. The objective of SCA is to provide an umbrella of support and to promote these affiliations.

President Eisenhower began a program in 1956 called People to People which gave a huge boost to the concept of twinned cities and eventually became Sister Cities International in 1974. How the programs were structured and operated varied with each twinning. The European links were very formal with resolutions establishing them accompanied by documents of agreement detailing the type of exchanges to be undertaken. Even today, in many countries links have to be approved by the national government. A number of Australian affiliations have been in place since 1939 with the Bega – Lyttleton (Colorado, USA) twinning since 1956. Today there are over 500 sister city affiliations in Australia. Conventions are held each year (Tamworth in 2009 and Rockhampton in 2010).

There are financial implications for Council should it proceed with a full blown project within the confines of Sister Cities Australia Inc.(SCA). An initial suggestion is an **independently driven partnership**.

Partnering with an astronomy centre

Some time ago Hank Sato (a Japanese ex-pat based in Sydney who works in Coonabarabran three weeks of each month) suggested establishing a sister-city style relationship with a Japanese area similar to the Warrumbungle Shire – and more particularly Coonabarabran.

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Hank's interest is in creating a relationship that will further the astronomy aspects of our area and quoted figures for amateur astronomers in Japan and their desire to view the southern skies in a clear and pristine environment. Even in this age of amazing technologies for astronomy, amateur astronomers want the thrill of personally and physically viewing themselves. Coonabarabran is the ideal place to undertake this activity with the facilities provided by universities and privately, as well as the clear night skies that telescope owners can set up to view.

While Japan is experiencing a recession and Japanese tourism travel to Australia is declining, their government is encouraging residents to travel overseas to countries where there is a good exchange rate on the Yen and Australia is one of the countries recommended. Japanese *baby boomers* have a high level of disposable income. Japan has one of the highest numbers of amateur astronomers per head of population and many fall in this age group.

The identified area is **Ibara City in the Prefecture of Okayama on the island of Honshu in Japan**. Ibara is a merged town – in 2005 the cities of Yoshii and Bisei (which means *beautiful stars*) merged to form a city of 44,270 people. In that way Ibara is not unlike the Warrumbungle Shire – merged from two smaller communities, and while the population seems to be much larger than ours, on a proportional scale, Ibara City is similar in population size to Warrumbungle Shire when compared to the total population of Japan.

Ibara is the home of the **Bisei Astronomical Observatory** which, like Siding Spring Observatory, serves as an educational and research facility but for public use; Bisei is a night time observatory facility. Over the years its role has expanded so in addition to supporting amateur astronomers and popularizing astronomy, it also produces professional scientific studies and promotes local efforts to reduce light pollution.

The terrain in the area is not unlike the Warrumbungle region – mountains, rivers, forests although the prefecture runs to the coast.

Ibara has a strong commitment to cultural understanding – across the city there are five **Japanese/English Teacher (JET) programs** in schools from primary through to secondary level; JET is a comprehensive program which places English teachers to teach English in Japanese schools – it is a comprehensive program which employs assistant language teachers (ALTs), who provide language instruction; they also work in communities on international exchange activities, in junior and senior high school classrooms, or as Sport Exchange Advisors (SEAs), who promote international exchange through sports. Participants are placed with local authorities throughout Japan in every imaginable locality; from large cities to small and medium-sized towns to rural farming and fishing villages. It can be seen that already Ibara has begun to address the issues of cultural understanding.

Additional information has been forwarded to Councillors under separate cover.

Suggested elements of a sister city style partnership

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The practices of this proposed project would be:

- **Short term school exchange program** - this program would include immersion in the culture by living with families for a six week or three month period and attending school as well as becoming involved in a local community project. Coonabarabran High School previously had a successful one way exchange with a high school in Japan. We must remember that the Japanese students will learn about living as an Australian while our students will experience a different culture as well, and they will also learn the importance of sharing their culture. The opportunity to learn debating skills in English from Australian teachers, an essay competition which would exchange both ways about living in respective countries – in respective languages; etc. Language learning for both the local students and the visiting students will occur but there is also a potential for adult language learning as well – and consideration could be given to approaching TAFE for language classes that also touch on the culture of Japan so that we as community are better able to provide services to the visiting students and families.
- A **business exchange** – opportunities for local and Ibara people to learn about business opportunities which may create opportunities for establishment of small business enterprises to service the alternate market with a locally produced product. There is also an opportunity to tap into the member societies for IT.
- A **farming exchange** – providing opportunities for local young farmers to experience life on a Japanese farm – to observe techniques etc – Japanese in turn would experience rural living and big farming. The potential to work with universities can be explored and seminars on animal science, business management etc could be initiated and encourage participation from the alternate partner.
- Promote Warrumbungle Shire as a **tourism destination** for Japanese travellers, in the knowledge that they will encounter people of their own nationality when visiting. The elements of astronomy and the opportunity to view and study the southern skies will be marketed within this campaign. The natural environment and country lifestyle experiences will also be promoted and a healthy tourism guiding program can be introduced using Japanese speaking local people – some of whom will have been part of the student exchange program while others will come from the business exchange. There is a potential to build a shire wide festival building on the cultures, history, arts and lifestyle of the two countries and regions or one based on an astronomy theme. Ibara hosts an annual music festival, funded by a local entrepreneur.
- **Astronomy links** – the value to the Japanese amateur astronomer of being able to physically view the southern skies is a major element of this project. Promotion of astronomy through Siding Spring, Warrumbungle and the yet to be completed Milroy Observatories will expand our targeted market. While the astronomy activities will be the prime attractor, the other tourism product will be important to

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the families of the amateur astronomers who will travel with them. There is already some interest by Japanese amateur astronomers in purchasing small sites to assemble and leave in place their own telescopes for repeat visits – this can be expanded on and other land in the area may well be subdivided to become Japanese residences which could be time-share style for the Japanese.

- **Food exchange and knowledge** – while this fits into the cultural exchange, knowledge of the food of a country and how it reflects the culture is sometimes seen as separate. Providing knowledge about content and teaching about growing and accessing produce, preparation and presentation of food are all opportunities to broaden the horizons and aspirations of participants. Ibara has a large food festival each year.
- **Sport** – Japan and Australia both place considerable emphasis on sport and this program could profile sporting exchanges and enhance the “sister city style” relationship; within the Australia/Japan Foundation there have been a number of exchanges – Japanese kids visiting Australia on a Rugby exchange; an Australian Baseball team to Japan, even hammer throwers have exchanged both ways.
- **Community Engagement** with the program could include Girl Guides working through their annual themes and studying to become knowledgeable and even expert on the alternate countries ways of dealing with the issues – eg environment management practices.
- **Sharing the arts** – There could be a future festival event which marries astronomy and the arts and brings together some of the Japanese arts with opportunities to host workshops on specific art practices etc.
- A **pen pal** program could be initiated within local schools where students are matched with students on the other city – they exchange letters and stories and learn about the culture before becoming a part of the school exchange or other programs
- **Family to Family and other group exchanges** – may be initiated through school or other interest groups, sometimes where there is an interest in common – maybe bird enthusiasts, bushwalkers, environmentalists, Girl Guides etc

So the focus for activity would include **Education, Culture, Trade, Tourism and Sport.**

Financial Implications

Should this activity proceed as independent of Sister Cities Australia Inc, the **financial implication for Council** would be limited in the initial phases and include hosting civic style receptions for visiting Japanese people who are part of the investigation teams. There would be some ongoing costs as the project grows and again these would be related to hosting dignitaries. This project as one which will build a relationship with the Japanese Ambassador’s office in Australia and so there will be ongoing correspondence and in time some feature events. The generosity of the Japanese will need to be

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reciprocated so there may be some expenses in the line of gift purchases. This partnership can have positive outcomes for the Warrumbungle Shire as a whole.

The Australian Japan Foundation assists and supports partnerships and projects and has an **annual grants program** which supports the objectives of:

- Increasing understanding in Japan of shared interests with Australia;
- Increasing understanding in Australia of the importance of Japan to Australia as an economic and strategic partners; and
- Increasing recognition in Japan of Australian excellence and expertise.

In the 2010-11 **round (which closes on 17th September)**, funding priority will be given to projects that seek to strengthen Australia's relationship with Japan through **professional exchanges**, media visits, and **joint activities in science and technology, youth affairs** and the not-for-profit sector. There is also mention of the Free Trade Agreement negotiations and strategic relationships.

This proposal would be considered positively if we chose to submit for funding to establish a program that would include a **school exchange and astronomy project**, from this will grow a range of activities that will continue to fulfil the listed objectives.

Process for a sister city style relationship

Council needs to take the initiative to drive this project. There are processes that need to be set in place which include the establishment of a local level committee whose role will be to establish a set of objectives to promote the concept of a sister city style relationship between Warrumbungle Shire and Ibara City and increase the public awareness and involvement that will exist between the partners. The committee will be advisory to Council and facilitate the activities and exchanges, and foster and support goodwill and friendship between the people from Ibara and Warrumbungle Shire. This committee will be heavily involved in the community, promoting the importance of the project – particularly the exchanges.

The initial suggestion is that Warrumbungle Shire Council approach the **local government agency in Ibara** - known as Ibara-shi, seeking confirmation or otherwise of their level of interest in such a project.

The process would then require a meeting of representatives from both cities and may require in Japan and negotiated with the assistance of the Australian Japan Foundation.

The mutual objective would be to promote world peace by a cultural understanding between the two communities. There should be agreement on measures that would ensure quality, sincerity and the promise of an everlasting and meaningful sister city style relationship.

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From this would be a signed agreement between the two council areas which would initially be signed in Ibara but then signed, with great ceremony, in Coonabarabran at the main office of Warrumbungle Shire.

Should there be agreement from Ibara City, funding will need to cover the travel costs to bring a team from Ibara-shi of **Local Government representation, a staff member and perhaps chairman of the school board** of one of the local schools plus **someone from Bisei Observatory** and the **local astronomy club** to look at our region and more particularly focus on the astronomy and school exchange aspects. In return Warrumbungle Shire would then send a team to Ibara made up of **representation from Council, school staff**, at least **2 people with a strong astronomy background** and knowledge – this could include scientists or technicians from SSO – working or retired, plus **a private operator**.

Should we **not be successful in attracting funding** in this first round, this activity can still be progressed with minimal financial outlay on the part of Council.

The proposed project targets a community with similar attributes – astronomy as an industry, a newly amalgamated region within a much larger state, comparative population, similar terrain and boundaries and comparative land mass.

It should be noted that no other Sister City partnership is based on ASTRONOMY - this proposed partnership has a uniqueness that has the potential to be funded, to profile both communities and to build goodwill.

RECOMMENDATION

- That Warrumbungle Shire agrees to a partnership program along the Sister Cities program line, but independent of that program, with Ibara City in Okayama in Japan
- That Council initiates contact with the local government agency in Ibara City to ascertain the interest in a partnership with Warrumbungle Shire
- That a submission for funding through Australia-Japan Foundation to cover travel costs for an exploratory exchange be prepared and submitted

1.9 Donations Policy – Strategic 1.3

Council at its ordinary meeting in November 2005 endorsed the Donations Policy for the newly formed Warrumbungle Shire Council. That Policy is now somewhat out of date with several amendments having been endorsed since 2005.

A review of the Policy has now been undertaken and it is appropriate for Council to endorse the amended Policy.

The attached Policy includes all amendments.

Strategic 1.3

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Donations Policy

(i) Rates and Charges

To make a donation equal to half the General, Water Access Charge and Sewerage rate or charge for the following Organisations.

This does not include garbage charges -

- (a) Coonabarabran C.W.A
- (b) Baradine C.W.A
- (c) Lodge Timor No 274
- (d) Baradine Masonic Lodge

To make a donation of \$225.00 to the Leadville Memorial Hall (Assessment 12489.2) to assist with rates.

To make a donation of an amount equivalent to the rates levied on Uarbry Hall (Assessment 12762) up to a maximum of \$225.00

To make a donation equal to the waste collection charge to the Leadville Fire Shed (Assessment 12519.5)

To make a donation equal to the waste collection charge to the Coolah Youth and Community Centre (Assessment 11212).

(ii) Charges

To make a donation equal to half the annual water charge and sewerage charges for the following organisations:

- (a) Coonabarabran Boy Scouts
- (b) St. Vincent de Paul - Dalgarno Street
- (c) Coonabarabran Girl Guides
- (d) Binnaway Showground
- (e) Catholic Church (Baradine Tennis Club)

(iii) Church Properties

The following church properties to receive a donation equal to one half of the annual water charge and sewerage charge.

Baradine

Anglican Church
Uniting Church
Roman Catholic Church

Binnaway

Anglican Church
Roman Catholic Church

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Coonabarabran

Jehovah's Witnesses

New Life Centre (Assemblies of God)

Roman Catholic Church

Coolah

St Andrew's Anglican Church

St James Presbyterian Church

Sacred Heart Catholic Church

Dunedoo

All Saints Anglican Church

St David's Presbyterian Church

St Michael's Catholic Church

Uniting Church

Mendooran

St Chad's Anglican Church

St Mary's Catholic Church

None of the above organisations will be required to pay more than \$589.88 on the above charges raised for the year 2010/2011. Thereafter this amount will be increased by general fund rate pegging each year.

In all cases actual consumption costs for water usage will not be included in the donations policy and thus must be paid in full by the property owners.

(iv) School Speech Night

To make a donation of \$70.00 to each school once a year for an award for school citizenship. The schools being –

- a) St. Lawrence's, Coonabarabran
- b) St. Johns, Baradine
- c) Baradine Central School
- d) Binnaway Central School
- e) Coonabarabran Primary School
- f) Coonabarabran High School
- g) Coolah Central School
- h) Coolah Sacred Heart Primary School
- i) Dunedoo Central School
- j) St Michael's School - Dunedoo
- k) Mendooran Central School

(v) Show Societies

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That a donation of \$50.00 each year be made towards an art prize at the following shows -

- (a) Baradine Agricultural Show
- (b) Binnaway Agricultural Show

NB: No provision is made for Coonabarabran Show due to the acquisitive prize made by Council.

(vi) Warrumbungle Arts & Crafts - Coonabarabran

That a donation of \$800 be made to the above organisation for a special acquisitive prize. The section being restricted to artists resident within the Shire and the theme of work must relate to the Shire.

(vii) That the following regular contributions be made to the following organisations:

Organisation

Legal Costs General	1,500
Other Donations	As needed
Keep Australia Beautiful	470
Northern Inland Academy of Sport	360
Baradine School Band	250
Binnaway Jockey Club	1,000
Coolah Community Radio	520
Coolah Rock'n at the Racecourse	1,000
Coolah Youth Club	1,000
Coonabarabran Jockey Club	1,000
Coonabarabran 2WCR FM Community Radio	520
Coonabarabran Orbital Swing Band	1,000
Coonabarabran DPS Local & Family History Group	500
Coonabarabran Warrumbungle Arts	1,000
Dunedoo Bush Poetry	500
Dunedoo Lions Prize - Art	500
Dunedoo TAFE	50
Dunedoo Three Rivers Community Radio	520
Mendooran Jockey Club	1,000
Neilrex Hall	500
Neilrex Tennis Club	700

(viii) Coonabarabran Town Hall – Waiver of fees and Charges

When Council considers donations for the waiver of fees and charges at the Coonabarabran Town Hall that Council not waive the fees and charges but donate an amount as determined for the Hall fee charge only. That is that the

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caretaker's costs and administration costs associated with the use of the Town Hall will not be part of the donations budget or consideration. Further that in considering the granting of a donation the fact of whether a fee is charged for entry to the Hall at the time will be a factor in determining the donation.

(ix) Coonabarabran Town Hall – Discount off Shire Hall Charges

A fifty percent (50%) discount off Coonabarabran Town Hall charges (Hall Hire Fee Only - not caretaker, security bond or any other charges) for performances or presentations that are imported to Coonabarabran which are not readily available in Coonabarabran. Such performances and presentations being the purpose for the hall being hired. The discount only being available when a local charity or organisation within the Shire financially benefits from the function. Functions specifically excluded are Balls, Weddings, Parties, Reunions, organisation presentation nights, conferences (reduced fee already exists) and auction sales. Concerts or the like where the imported orchestra, band or theatrical group **does not perform** for at least 50% of the function are also excluded.

(x) Council plant hire for non-profit local organisations

When Council plant is used to carry out private work at the request of a local non-profit organisation, a donation equal to the plant hire be made to the applicant subject to:

- a) the work being carried out at a time which does not adversely affect Council's work program
- b) the plant being operated by an approved Council operator
- c) the operator volunteering his/her services
- d) an appropriate hire agreement being executed by the applicant
- e) appropriate insurance cover being arranged
- f) that any requests be referred to Council for approval

RECOMMENDATION

For Council's consideration.

1.10 WARRUMBUNGLE SHIRE STAFF AWARDS

A proposal has been submitted and reviewed by MANEX and Consultative Committee, for the creation of an achievement award that will be presented on a quarterly basis to a member of staff who has been deemed to have met criteria of 'excellence' in their profession. This award will provide positive competition, acknowledgement to Council employees, goodwill and public relations opportunity. It will also provide an opportunity for Councillors to meet staff from all parts of the organisation rewarded for achievement in their workplace.

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On the basis that it will dilute the importance and status of the public acknowledgement, as well as creating a logistical issue, a monthly award has been avoided. The General Manager and Directors will not be eligible for consideration of a nomination.

How it will work.

1. At the end of each quarter; (December, March, June and September) nominations will be received for the **Warrumbungle Shire Employee Excellence in Achievement Award**. Nominations can be made by any member of staff for any other member of staff.
2. MANEX with the inclusion of the HR Team Leader; will assess nominations at a special MANEX meeting to be held before the end of January, April, July and October.
3. The Awardee will be presented with a **Framed Certificate** at the normal monthly Council meeting of February, May, August and November and be invited to share lunch with Councillors and Executive Staff. Naturally this will provide an opportunity for a photo, media release to local papers, staff newsletter and radio.
4. At the end of the year in November; the four (4) recipients from during the year will be reassessed and one (1) will receive the **Warrumbungle Shire Council Employee of the Year Award 2011** (or 2012, 2013 etc). This presentation will be made at the annual Shire Staff Christmas Party and the winner is given;
 - a framed **Certificate**
 - their name is embossed on a new **Warrumbungle Shire Council Employee of the Year Honour Roll** and
 - **5 days special Leave** to be taken at a time that suits the employee, 'gratis' the following year.

The prize needs to be significant enough that everyone wants to win it; and in the long run is much cheaper than sick leave, OH&S claims, lost productivity and poor workmanship. This should become an enviable award that is not a joke to the rest of the organisation or their cohorts in the same profession in the industry.

A cash prize is not suitable, nor is additional training or professional development. A Leave prize however gives the award to the family/partners and provides acknowledgement of that extra work, performance and commitment that someone does without financial gain during the year.

Nomination and assessment criteria will be for the following;

- Customer Service – internal and external
- Work completed beyond the call of duty

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- High standard of work
- Attendance and work productivity
- Staff, crew/department/division supervised achievements
- Implementation or suggestion of new practices, procedures
- OH&S compliance, maintenance of standards, accident free days
- Completion of professional development qualifications
- Organisational collaboration – working with others, across different departments
- Stakeholders or external relationships/partnerships
- Projects completed on schedule
- Identification of fraud/waste/losses
- Professional reputation to community/other councils/within Council

It is proposed to commence this award as soon as possible, so that the first nominations will be received at the end of December 2010. The inaugural recipient will be awarded the Warrumbungle Shire Employee Excellence in Achievement Award in February 2011.

A budget allocation will not be required until 2011-2012 Management Plan and it is estimated an allowance of a maximum cost of \$2,500 is required to cover the highest grade leave and oncosts; plus certificates.

Should this proposal proceed, significant support from Directors and General Manager will be given to encourage nominations and program will be promoted in staff newsletters and communication.

The draft nomination form is attached under separate cover.

RECOMMENDATION

That Council implement the Warrumbungle Shire Employee Excellence in Achievement Award the first award to be presented in February 2011 **FURTHER** allocating \$2,500 in the 2011-2012 budget to cover for the associated costs of the award prizes.

.....
R J GERAGHTY
GENERAL MANAGER

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Mr R J Geraghty
General Manager
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Dear Sir

DIRECTOR OF CORPORATE SERVICES

ANNEXURE 2

2.1 Bank Accounts and Investments as at 31 August 2010

GENERAL FUND	BANK	RESTRICTED	BALANCE
General Fund Bank Balance	\$ 8,799,363.28		\$ 6,930,847.28
Future Capital Upgrading		\$ 371,270.13	
Employees Leave Liability		\$ 767,414.00	
External Grants for Specific Projects		\$ 418,832.87	
Development Sec 94/64 Contributions		\$ 310,999.00	
TOTALS	\$ 8,799,363.28	\$ 1,868,516.00	\$ 6,930,847.28
WATER FUNDS	BANK	RESTRICTED	BALANCE
Baradine Water Bank	\$ 568,060.35		\$ 568,060.35
Binnaway Water Bank	\$ 522,609.31	\$ -	\$ 522,609.31
Coonabarabran Water Bank	\$ 1,264,008.78	\$ 914,150.00	\$ 349,858.78
Coolah Water	\$ 972,126.36		\$ 972,126.36
TOTALS	\$ 3,326,804.80	\$ 914,150.00	\$ 2,412,654.80
SEWERAGE FUNDS	BANK	RESTRICTED	BALANCE
Coonabarabran Sewerage	\$ 2,804,571.72	\$ 1,558,000.00	\$ 1,246,571.72
Baradine Sewerage	\$ 376,347.40	\$ 292,320.00	\$ 84,027.40
Coolah Sewerage	\$ 1,334,593.12	\$ 828,800.00	\$ 505,793.12
TOTALS	\$ 4,515,512.24	\$ 2,679,120.00	\$ 1,836,392.24
TRUST FUND			
Trust Fund	\$ 146,803.68	\$ 146,803.68	\$ -
	\$ 146,803.68	\$ 146,803.68	\$ -
SUMMARY	BANK	RESTRICTED	BALANCE
General Fund	\$ 8,799,363.28	\$ 1,868,516.00	\$ 6,930,847.28
Water Fund	\$ 3,326,804.80	\$ 914,150.00	\$ 2,412,654.80
Sewerage Fund	\$ 4,515,512.24	\$ 2,679,120.00	\$ 1,836,392.24
Trust Fund	\$ 146,803.68	\$ 146,803.68	\$ -
TOTALS	\$ 16,788,484.00	\$ 5,608,589.68	\$ 11,179,894.32

RECOMMENDATION
For Council's information.

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2.2 Investments held as at 31 August 2010

Warrumbungle Shire Council Local Government Financial Management Regulations (Clause 16) Investments Held As At 31 AUGUST 2010.										
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 \$
	St George Bank AMP	A1+ A 1+	On Call On Call	6.02% 5.50%	Monthly Monthly	End of Month End of Month	3,000,000.00	3,000,000.00	0.197 0.000	15,338.63
OTHER INVESTMENTS										
1	RIM Securities BOND ST CUSTODIAN- TITANIUM AAA	AA	14/12/2010	4.96%	Quarterly	14/03/2010	2,000,000.00	1,986,860.00	0.131	24,084.00
2	SunCorp Term Deposit 30day	AA	21/06/2010	5.63%	Month	21/07/2010	1,750,000.00	1,750,000.00	0.1148	8,367.88

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	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 \$
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	372,000.00	0.033	No Coupon
4	BENDIGO BANK FRN	BBB	21/09/2012	5.22%	Quarterly	21/03/2010	500,000.00	481,390.00	0.033	6,435.00
5	ANZ ASPIRT 1-CPPI/FRN- Aap	AA	11/08/2012	0.00% Note 1	No Coupon	11/02/2010	500,000.00	452,150.00	0.033	No Coupon
6	WBC DANDELION-FRN-	AA	21/12/2012	0.00% Note 1	No Coupon	21/03/2010	1,000,000.00	865,400.00	0.0656	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	705,680.00	0.05	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	1,428,300.00	0.10	No Coupon

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	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 \$
9	ANZ ALL SEASONS- KEOLIS AAA	AA+	16/06/2013	0.00% Note 1	No Coupon	16/03/2010	1,500,000.00	1,225,350.00	0.10	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	561,750.00	0.046	No Coupon
11	DRESDNER BANK OCTAGON PLC-EMU NOTE	AA+	30/10/2015	0.00% Note 1	No Coupon	30/01/2010	1,500,000.00	1,136,250.00	0.10	No Coupon
							15,250,000.00	13,965,130.00	Interest Received	35,123.47

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

WARRUMBUNGLA SHIRE COUNCIL

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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 Council's information.

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2.3 Reconciliation of General Fund Bank Account – as at 31 August 2010

	General Managed Fund	Trust Fund	Investment Fund
Cashbook as at 31st August, 2010			
Opening Balance	808,002.25	138,208.18	15,500,000.00
Plus Deposits	3,308,754.01	9,634.70	
Less Payments	-2,725,075.94	1,039.20	-250,000.00
Adjusted Cashbook Balance	1,391,680.32	146,803.68	15,250,000.00
Bank Statement as at 31st August, 2010	1,211,550.94	144,273.85	
Plus Outstanding Deposits	191,798.51	3,295.23	
Less Outstanding Payments	-11,669.13	-765.40	
Adjusted Statement Balance	1,391,680.32	146,803.68	0.00
Ledger Cash Book			
Closing Balance	1,391,680.32	146,803.68	15,250,000.00
Total Ledger	1,391,680.32	146,803.68	15,250,000.00
<i>Difference</i>	0.00	0.00	0.00

RECOMMENDATION
For Council's information.

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2.4 Rates and Charges Collection – up to and including end August 2010

RATES AND CHARGES COLLECTION REPORT UP TO AND INCLUDING AUGUST 2010

GENERAL		RATE ARREARS	2010/2011 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAY- MENTS TO DATE	TOTAL OUTSTAN- DING 2010/2011	TOTAL OUTSTAND- ING 2009/2010	COLLECT- ION % 2010/2011	COLLECTION % 2009/2010
	CBN RES/RURAL RES	50,942	622,819	53,184	1,213	619,363	174,007	445,356	732,673	28.09%	27.95%
	BARADINE	37,096	139,422	16,075	1,198	159,246	38,727	120,519	129,153	24.32%	20.29%
	BINNAWAY	12,952	68,198	11,546	1,758	67,846	20,241	47,605	55,385	29.83%	24.50%
	VILLAGES	7,754	31,710	2,646	1,239	35,580	9,257	26,323	24,494	26.02%	27.04%
	FARMLAND	229,370	4,179,843	20,714	854	4,387,645	1,174,875	3,212,769	2,935,430	26.78%	26.12%
	COOLAH	20,066	200,137	14,945	0	205,258	55,630	149,629	137,569	27.10%	29.93%
	DUNEDOO	19,548	218,329	16,513	0	221,365	63,693	157,672	147,492	28.77%	29.36%
	MENDOORAN	14,715	67,957	7,475	6	75,190	18,528	56,663	53,262	24.64%	21.87%
	LEADVILLE	3,351	18,906	2,374	3	19,879	7,229	12,650	8,467	36.36%	28.55%
	MERRYGOEN	0	0	0	0	0	0	0	3,124	0.00%	20.88%
	NEILREX	0	0	0	0	0	0	0	1,934	0.00%	24.37%
	UARBRY	0	0	0	0	0	0	0	1,619	0.00%	54.21%

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GENERAL		RATE ARREARS	2010/2011 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAY- MENTS TO DATE	TOTAL OUTSTAN- DING 2010/2011	TOTAL OUTSTAND- ING 2009/2010	COLLECT- ION % 2010/2011	COLLECTION % 2009/2010
	COOLABAH ESTATE	2,589	15,443	1,720	1	16,311	3,225	13,086	12950	19.77%	19.42%
	RUR/RES COBBORA	132	3,118	237	0	3,013	1,670	1,342	2322	55.44%	31.34%
	GENERAL RESD/BUS-STH	78,833	576,115	25,232	84	629,633	196,177	433,457	106,261	31.16%	35.18%
	BUSINESS-CBN- RURAL	23,856	356,830	250	11	380,425	127,966	252,458	238,936	33.64%	40.52%
WATER						0		0	-		
	COONABARA- BRAN	30,024	369,381	27,175	829	371,402	111,785	259,616	263,517	30.10%	28.08%
	BARADINE	28,450	111,515	9,606	1,269	129,090	33,282	95,809	104,296	25.78%	22.03%
	BINNAWAY	22,147	118,130	8,969	3,006	128,303	40,072	88,231	102,875	31.23%	24.31%
	VILLAGES	11,497	13,396	963	4,561	19,369	2,491	16,878	26,643	12.86%	8.24%
	FARMLAND - NTH & STH	5.41	338.60	0.00	0.00	344	85	259	1,041	24.64%	7.34%
	COOLAH	32,280	207,987	10,855	0	229,412	61,612	167,800	161,519	26.86%	26.63%
	DUNEDOO	14,473	151,693	9,428	0	156,737	45,644	111,094	103,713	29.12%	28.78%
	MENDOORAN	33,196	147,618	4,900	12	175,903	44,378	131,525	117,314	25.23%	22.31%
	MERRYGOEN	0	0	0	0	0	0	0	8,800	0.00%	23.88%

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		RATE ARREARS	2010/2011 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAY- MENTS TO DATE	TOTAL OUTSTAN- DING 2010/2011	TOTAL OUTSTAND- ING 2009/2010	COLLECT- ION % 2010/2011	COLLECTION % 2009/2010
SEWERAGE						0		0	-		
	COONABARA- BRAN	53,654	-333	0	1,203	52,118	19,885	32,233	446,775	38.15%	27.28%
	BARADINE	33,837	0	0	2,092	31,745	4,238	27,507	144,826	13.35%	26.05%
	COOLAH	21,752	0	0	0	21,752	5,770	15,982	144,982	26.53%	32.07%
	DUNEDOO	15,752	0	0	0	15,752	3,214	12,538	131,154	20.40%	27.93%
		798,274	7,618,553	244,807	19,338	8,152,682	2,263,679	5,889,003	6,348,526	27.77%	27.36%
GARBAGE- North		69,435	689,080	55,931	4,078	698,506	228,711	469,795	498,371	32.74%	30.98%
GARBAGE - South		59,735	473,300	39,402	148	493,485	142,996	350,489	312,078	28.98%	28.38%
FARMLAND - NTH - STH		2,144	46,110	619	2	47,632	12,867	34,766	26,576	27.01%	27.76%
LEGAL FEES		185,780	16,029	0	9,144	192,665	16,029	176,636	218,311	8.32%	9.02%
								0			
INTEREST		139,382	5,320	0	0	144,702	0	144,702	171,964	0.00%	10.08%
	TOTALS	1,254,750	8,848,391	340,759	32,710	9,729,673	2,664,282	7,065,391	7,575,826	27.38%	26.73%

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 Rating of Halls and Showgrounds on Crown Land

Background

Resolution 227 of December 2009 requested that a report be brought back to Council regarding rating issues at Leadville, Bugaldie and Ulamambri Halls and the various showgrounds. This was because these three halls and the showgrounds are all on crown land and are managed by external trusts not Council.

Report

Attached is a spreadsheet showing the rates paid by these facilities. Leadville Hall and Uarbry Hall are the only facilities being charged a General Rate. All of them are paying for services they use; e.g. Waste, Water etc.

The Management Committee for Leadville Hall and Uarbry have already paid part of the General Rate for 2010-2011.

Council's Donations Policy provides donations as follows:

To make a donation of \$225.00 to the Leadville Memorial Hall (Assessment 12489.2) to assist with rates.

To make a donation of an amount equivalent to the rates levied on Uarbry Hall (Assessment 12762) up to a maximum of \$225.00

RECOMMENDATION

That Council waive the General Rate levied against the Leadville Hall and Uarbry Hall for this and future years and that the management committee be contacted to advise them of this and further that they be offered a credit against other charges or a refund for the portion of the General Rate already paid.

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Owner	Description	Assessment	Service	Charge
<u>HALLS</u>				
Warrumbungle Shire	Baradine Memorial Hall	346	Water Connection	\$ 298.60
			Non Domestic Waste	\$ 250.00
			Sewer Access 20mm	\$ 265.21
Warrumbungle Shire	Binnaway Memorial Hall	680-01	Water Connection	\$ 408.15
			Non Domestic Waste	\$ 250.00
			Recycling	\$ 242.00
			Domestic Waste	
Warrumbungle Shire Ulamambri Hall Trustees	Mechanics Hall Purlewaugh	2750	Charge	\$ 277.00
		3027	Domestic Waste	
			Charge	\$ 277.00
Warrumbungle Shire	Coonabarabran Town Hall	1925-1	Water Connection	\$ 275.00
			Non Domestic Waste	\$2,000.00
			Recycling	\$ 242.00
			Sewer Access 20mm	\$ 175.00
Warrumbungle Shire	Jubilee Hall Dunedoo	10266-1	Water Connection	\$ 338.60
			Non Domestic Waste	\$ 250.00
			Recycling	\$ 242.00
			Sewer Access 20mm	\$ 277.81
Warrumbungle Shire	Mechanics Hall Mendooran	11830	Water Connection	\$ 741.80
			Non Domestic Waste	\$ 250.00
Warrumbungle Shire	Coolah Town Hall	11192	Water Connection	\$ 338.60
			Non Domestic Waste	\$ 250.00
			Sewer Access 20mm	\$ 345.99
Soldiers & Citizens Assoc	Leadville Hall	12489-2	General	\$ 261.79
			Non Domestic Waste	\$ 250.00
	Rocky Glen - Borah Rd		No Charges	
	Warkton - Tannabar Rd		No Charges	
Warrumbungle Shire	Goolhi	977	No Charges	
Crown	Bugaldi		No Charges	
Crown	Weetaliba		No Charges	
Uarbry Hall Association		12762	General	\$ 172.80
<u>SHOWGROUNDS</u>				
Binnaway Showground		772	Water Connection	\$ 408.15
			Domestic Waste	
			Vacant	\$ 73.50
Baradine Racecourse Showground		51	Water Connection	\$ 298.60
Coonabarabran Showground		1936-1	Water Connection	\$ 275.00
			Non Domestic Waste	\$ 250.00
Crown	Dunedoo Showground	10586	Water Connection	\$ 338.60
Crown	Coolah Showground		No Charges	
	Mullaley Campdraft			
Crown	Grounds		No Charges	

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Owner	Description	Assessment	Service	Charge
<u>OVALS</u>				
Warrumbungle Shire	Baradine Oval	186	Water Connection	\$ 298.60
			Non Domestic Waste	\$ 250.00
			Sewer Access 20mm	\$ 265.21
			Sewer Access 40mm	\$1,060.84
Warrumbungle Shire	Binnaway Sports Ground	561	Water Connection	\$ 408.15
			Non Domestic Waste	\$1,000.00
Warrumbungle Shire	Sporting Complex Coonabarabran	1886-1	Water Connection	\$ 275.00
			Non Domestic Waste	\$2,500.00
			Sewer Access 20mm	\$ 175.00
Warrumbungle Shire	Cricket Ground Coonabarabran	1580	Water Connection	\$ 275.00
			Domestic Waste	
			Vacant	\$ 73.50
			Sewer Access 20mm	\$ 175.00
Warrumbungle Shire	Bowen Oval	11202-1	Water Connection	\$ 338.60
			Sewer Access 20mm	\$ 345.99
Warrumbungle Shire	Robertson Oval Dunedoo	10606	Water Connection	\$ 338.60

2.6 Implementation of EFTPOS Facilities

Background:

Council resolved (Resolution 397) at the ordinary meeting of Council held on 20 May 2010:

“That Council approve the installation and use of Credit Card and EFTPOS payments at the Shire offices for a trial period of twelve (12) months”

A question was raised at the August meeting about progress of this item and the Director responded that she was still waiting for two quotes to come in. As a result of that question another report has been prepared based on the quotes received to date. These quotes are “Commercial in Confidence” information and therefore are attached in the Confidential section of the business paper.

Report

Quotes were sought from five financial institutions and the National Australia Bank has offered the best solution from a financial perspective for Council.

Whilst the resolution may have suggested a trial period of twelve (12) months, it is highly unlikely that once implemented a service would be removed therefore I am suggesting that we seek to cover all areas where EFTPOS might be used thereby increasing our chances of a discounted rate on the hire of the terminals from the bank. Also most of the banks are looking for a contract for a minimum of three years.

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This could also have an impact on our freedom to negotiate when we got to tender for banking services.

Besides the shire offices which were part of the original resolution, other centres where EFTPOS would be advantageously used (to reduce cash handling and the associated risks) would be:

- Yuluwirri Kids
- HACC Offices, Coonabarabran and Coolah
- Visitors Information Centre
- Coonabarabran Pool
- Coonabarabran Waste Transfer Depot

Apart from the ongoing bank expenses for this service, which will be deducted from rates revenue, there is the need for the installation of additional dedicated telephone lines and the ongoing expenses associated with that.

Conclusion

A decision is being sought from Council on whether the service should only be available at the Coonabarabran and Coolah offices or whether we should include the other sites which would also benefit from this service.

Council will be aware that the bank charges associated with offering these services will affect the bottom line of our rates collection, and this was discussed at the meeting in May.

However Council may not have considered the other associated costs:

- Installation of telephone service - Approximately \$300
- Monthly line rental @ \$34.95/mth = \$419.40 per annum and
- Possibly cost of calls on each telephone service (yet to be determined)

A total annual estimate for the telephone service for the first year for each service is \$800. A supplementary vote of around \$6,400 will be required to cover these expenses.

RECOMMENDATION

For Council's consideration.

2.7 Councils Stocktake as at end of August 2010

Background:

Council is required to carry out a stock take of Stores and Materials at least twice a year.

The first stock take for 2010 was conducted in March and another one conducted at the end of August.

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Report

The attached variance report lists variations to a total WRITE ON of \$1,863.18, which includes both write-ons and write-offs.

The performance of stores operations has improved greatly and now we are in a better position to account for things immediately. Explanations are available for most of the store discrepancies.

When it comes to fuel, things have also improved and a number of things have come to light which explain the current fuel discrepancies and probably contributed to previous discrepancies.

For example the calibration on fuel dispensers tends to vary and accuracy is not necessarily maintained for long periods of time. None of Councils fuel tankers have fully calibrated dispensers. As we move forward in monitoring the tankers more meticulously we should be able to work out exactly what the variance is. It may be that management will request a supplementary vote in the future to finance fully calibrated dispensers on all tankers. This could be a very costly exercise.

The larger fuel discrepancies at Coolah and Dunedoo are accounted for with the following explanation.

Even the bowsers in the depots, whilst checked regularly, can be inaccurate. A recent service on the bowsers in Coolah revealed that one was showing it had dispensed litre when in fact it had only dispensed 800mls. This has now been adjusted to accuracy.

The Dunedoo issue is a little more complex and parts are required. This will be fixed as a matter of urgency, but it does account for the larger discrepancy at the Dunedoo store.

RECOMMENDATION

Council resolves to make the following adjustments to Stores:

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COONABARABRAN

Stores Item Description	Unit	Qty Counted	Qty Calc	Adj. Qty	Adj. Val
CUTTING DISCS 12 - STEEL 302X2	EACH	7	3	-4.00	-\$25.68
SPRAY BOTTLE, 500ML, OVEN/GRIL	EACH	4	5	1.00	\$3.08
HANDLE, BROOM & RAKE, NARROW	EACH	1	0	-1.00	-\$4.20
HANDLE, HAMMER, CLAW, 07493801	EACH	2	4	2.00	\$8.98
HANDLE,FILE,PLASTIC,100MM FILE	EACH	6	8	2.00	\$3.06
SOCKET, 1-1/4	EACH	1	2	1.00	\$6.00
SOCKET, 1-1/4	EACH	0	1	1.00	\$6.00
TAPE PVC DUCK/TESA/4258 48MMX3	EACH	23	26	3.00	\$11.10
TAPE, INSULATION, BLACK, Q8654	EACH	13	19	6.00	\$8.10
WEDGE,HAMMER HANDLE, 07303409	EACH	19	20	1.00	\$1.04
WRENCH SOCKET 3/4 DRIVE	EACH	0	1	1.00	\$12.00
BRACKET,150MM,2-WAY DIRECTION,	EACH	6	7	1.00	\$9.07
BRAKE FLUID,SHELL,IN 500ML,044	500M	12	13	1.00	\$3.66
BUSH, BRASS- 25 x 20MM 0329730	EACH	11	13	2.00	\$4.26
FERRULE,BONNET,TPFNR,25MM,RMC,	EACH	8	7	-1.00	-\$42.05
GATE VALVE 25MM	EACH	11	12	1.00	\$31.26
NIPPLE,HEXAGON,BRASS, 20MM 033	EACH	12	15	3.00	\$4.65
WASHER, FLAT, 1	EACH	55	57	2.00	\$0.28
BOLT WITH NUT,STEEL,HEX HEAD,3	EACH	65	85	20.00	\$3.20
BOLT WITH NUT,STEEL,HEX HEAD,	EACH	38	41	3.00	\$0.84
BOLT WITH NUT, STEEL, HEX HEAD	EACH	36	40	4.00	\$4.00
BOLT WITH NUT,STEEL,HEX HEAD,M	EACH	70	73	3.00	\$1.23
BOLT WITH NUT,STEEL,HEX HEAD,1	EACH	6	7	1.00	\$1.73
BOLT WITH NUT,STEEL,HEX HEAD,7	EACH	6	23	17.00	\$8.50
BOLT WITH NUT, STEEL,HEX HEAD,	EACH	30	31	1.00	\$0.78
BOLT WITH NUT, STEEL, RND HEAD	EACH	0	2	2.00	\$1.76
BITUMEN EMULSION CRS	LITRE	12000	12034	34.00	\$26.52
DISTILLATE COONABARABRAN DEPOT	LITRE	1142.6	1220.8	78.20	\$94.62
DIST TANK275 ON PLNT 134 COON	LITRE	406	560.6	154.60	\$183.97
DISTILLATE TRAILER276 COONAB	LITRE	346	395.65	49.65	\$63.55
DISTILLATE TRAILER277 COONAB	LITRE	1430	1164	-266.00	-\$316.54
DIST TANK278 ON PLNT 135 COON	LITRE	258	265.6	7.60	\$9.12
DISTILLATE TRAILER280 COONAB	LITRE	932	828.39	-103.61	-\$130.55
DISTILLATE TANK ON P24 300 LTR	LITRE	111	43.5	-67.50	-\$83.70
UNLEADED COONABARABRAN DEPOT	LITRE	6300	6321	21.00	\$24.99
		<u>54656.65</u>	<u>54637.6</u>	<u>-19.06</u>	<u>-\$65.37</u>

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COOLAH

Stores Item Description	Unit	Qty Counted	Qty Calc	Adj. Qty	Adj. Val
DISTILLATE TRAILER281 COOL	LITRE	472	475.8	3.80	\$4.52
DISTILLATE TRAILER282 COOL	LITRE	20	75.3	55.30	\$68.57
DISTILLATE TRAILER284 COOL	LITRE	800	800.7	0.70	\$0.83
DISTILLATE COOLAH	LITRE	5500	5574.2	74.20	\$88.30
UNLEADED COOLAH DEPOT	LITRE	2710	2120.9	-589.10	-\$683.36
		30692.5	30237.4	-455.10	-\$521.14

DUNEDOO

Stores Item Description	Unit	Qty Counted	Qty Calc	Adj. Qty	Adj. Val
DISTILLATE TRAILER283 DU	LITRE	569	571.2	2.20	\$2.62
DISTILLATE TRAILER285 DU	LITRE	455	389.4	-65.60	-\$77.41
DISTILLATE TRAILER286 CO	LITRE	100	183.1	83.10	\$102.21
DISTILLATE TRAILER MENDO	LITRE	1185	1129	-56.00	-\$67.20
DISTILLATE DUNEDOO	LITRE	1500	5.6	-1494.40	-\$1,767.13
HATS - UNIFORM	EACH	16	18	2.00	\$34.74
HOSE COCK	EACH	3	4	1.00	\$10.67
TWO STROKE ENGINE OIL	EACH	22.5	25	2.50	\$11.30
SIGNS - ROADS STANDS	EACH	52	55	3.00	\$55.02
UNLEADED DUNEDOO DEPOT	LITRE	1800	2157.7	357.70	\$418.51
		13446.5	12282	-1164.50	-\$1,276.67

SUMMARY

Coonabarabran	-19.06	-\$65.37
Coolah	-455.10	-\$521.14
Dunedoo	-1164.50	-\$1,276.67
TOTAL	-1638.66	-\$1,863.18

2.8 Warrumbungle Shire Council Restricted Assets

Background

Council needs to approve the internal and external restrictions on assets on an annual basis.

Report

Restricted Assets is covered in Note 6c of our Annual Financial Statements.

Following is a list of Assets currently restricted:

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Restricted Assets as at 30/6/2010

INT RES - MULTIPURPOSE DUNEDOO	(3,839.00)
INT RES - COUNCIL CHAMBERS COOLAH	(9,694.00)
INT RES - SES EMERGENCY SERVICES	(3,360.00)
Externally Restricted Asset control	2,354,829.98
Ext Restrict Asset- HACC	(45,228.36)
Ext Restrict Asset- Children Service	(34,556.00)
Ext Restrict Asset- Youth Council	(6,682.35)
Ext Restricted Asset-Family Day Care	(23,278.00)
Ext Restrict Asset MSO North	(232,028.30)
Ext Rest Repair Grant 07/08	(92,000.00)
Ext Rest - 3 X 4 Grant	(92,000.00)
FAG GRANT PREPAYMENT 2010-GENERAL	(856,787.00)
FAG GRANT PREPAYMENT 2010 ROADS	(515,770.00)
RLCIP DUNEDOO RECYCLE CENTRE	(222,494.00)
DEEWR GRANT	(2,900.00)
EXT RESTRICT ASSET-S 94 ROADS & TRAF	(158,528.53)
EXT RESTRICTED ASSET-S94-Open Space	(5,985.96)
EXT RESTRICTED ASSET-S94-Com Facils	(3,968.28)
EXT RESTRICTED ASSET-S94-Bushfire	(33,151.09)
EXT RESTRICTED ASSET-S94-Waste	(1,031.16)
EXT RESTRICTED ASSET-S94-Storm Water	(1,140.17)
EXT RESTRICTED ASSET-SECTION 94A	(27,300.78)
RESTRICTIONS/RESERVES - SOUTHERN	(83,830.87)
Ext Restrict Asset Merrygoen Water	(16,249.00)
Ext Restrict Asset Non HACC South	(19,581.87)
Due to Reserve DWM Warrumbungle	(48,000.00)

RECOMMENDATION

For Council's adoption.

2.9 Financial Statements 2009/2010

The Local Government Code of Accounting Practice and Financial Reporting requires a Council resolution to submit its General Purpose Reports and Special Purpose Reports to our Auditors for audit and the Statement by Councillors and management signed.

RECOMMENDATION

That a statement be provided to Council's auditors confirming that the Financial Reports for Warrumbungle Shire Council presented for audit are a true and fair view of Council's state of affairs and in accordance with the Act, Regulations and relevant Codes and Standards.

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2.10 Monthly Fuel Stock Take

Background:

As part of monitoring the fuel issues Council has requested a monthly stock take of fuel.

Report

The first stock take took place at the end of July. Since fuel was covered in the August overall stock take a separate fuel stock take did not take place. As a result of the outcome of the count in July, detailed investigations followed and that is why the report was not brought to the August meeting.

Date: 27 July 2010 to 30 July 2010				
Fuel Stocktake			Month of Count: JULY	
Stockcode	Description	Location	Stores Balance	Count Balance
275	Tanker	Coonabarabran	88	80
276	Tanker	Coonabarabran	2535.65	1600
277	Tanker	Coonabarabran	858	1130
278	Tanker	Coonabarabran	157.4	150
279	Tanker	Coonabarabran	1900	1850
280	Tanker	Coonabarabran	1378.39	1600
281	Tanker	Coolah	148	150
282	Tanker	Coolah	75.3	150
283	Tanker	Dunedoo	576.3	575
284	Tanker	Coolah	435.2	430
285	Tanker	Dunedoo	278.8	
286	Tanker	Coolah	617.9	575
287	Tanker	Mendooran	1606	
330	Tanker	Coonabarabran	704.2	650
5190	Tanker	Coonabarabran	120	120
4060	Bulk Diesel	Coolah	7222.3	7050
54060	Bulk Diesel	Dunedoo	3047.5	4950
19080	Bulk Diesel	Coonabarabran	5766.8	5900
Unl 16033	Unleaded - Depot	Coolah	3124.2	3150
Unl 19070	Unleaded - Depot	Coonabarabran	2961	2800
Unl 6603	Unleaded - Depot	Dunedoo	1300.3	1850

Following are explanations for the major discrepancies.

- Tanker 276 A fuel issue sheet had not been entered into the system
- Tanker 280 The operator responsible for this Tanker has advised me that they are always running over on this tanker due to the dispenser not being accurately calibrated.
- Tanker 285 This tanker was not available to be dipped
- Tanker 287 This is the overhead tank at Mendooran and as such cannot be dipped.
This tank is no longer being used.
- Dunedoo As explained in the stock take report.

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RECOMMENDATION

For Council's information.

.....
CAROLYN UPSTON
DIRECTOR OF CORPORATE SERVICES

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Mr R J Geraghty
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 Proposed Sign and Shelter for Baradine Lions Park

Background

The NSW National Parks and Wildlife Service is seeking approval to install an interpretative sign and shelter in the Baradine Lions Park. The sign is approximately 2.4m wide and it will be protected by a flat roof structure 2.5m wide by 4.3m long.

Whilst the application has come from the NPWS, apparently one side of the sign will be used by Baradine Progress Association as a directory assistance sign. Furthermore, the NPWS would like to install a similar interpretative sign in Neilson Park in Coonabarabran, however formal approval for this sign is not being sought at this stage.

The matter is referred to Council as any new structure in a park requires formal consideration and approval by Council. A copy of the application, which contains details about the sign and location, has been forwarded to Councillors under separate cover.

Issues

The purpose of the sign is to promote the natural attractions of the Pilliga and encourage tourism in the district.

The location of the proposed sign is in the north west corner of the park, that is on the corner of Darling Street and Wellington Street. This site is a prominent location within the park and also within the Baradine CBD. However, the proposed sign is not expected to obscure sight distance for motorists in either street.

Any structure erected in a public place must be undertaken in accordance with Australian Standards. The sign structure proposed by NPWS does not appear to present any public occupational health and safety concerns.

The NPWS have indicated in their letter of application that they will be responsible for ongoing maintenance and repairs to the sign.

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Options

Council has discretion in this matter, however Council should be mindful that establishment of such a sign may be perceived as advertising and hence a precedent may be established for such signs. It is not unusual for community organizations to have approval for erection of structures in parks and Council will be aware of the many park structures erected by such organizations as Rotary, Lions Club and Apex.

Financial Considerations

The NPWS have indicated in their application that all costs associated with construction and maintenance of the sign will be met by them. Hence, there are not expected to be any financial impacts upon Council other than some supervision of the project.

RECOMMENDATION

That request by NSW National Parks and Wildlife Service to erect an interpretative sign and roof structure in the north west corner of the Baradine Lions Park is approved subject to compliance with any supervisory directions regarding installation.

3.2 Proposal for Trees in Wellington Street Baradine

Background

The Baradine & District Progress Association is seeking approval to plant trees within the existing garden beds in the centre of Wellington Street. There is no indication in the proposal about either the number of trees to be planted or the type of tree wanted. In general there is very little detailed information available about the project and hence Council is being asked to consider the proposal in general terms and whether or not the project should be supported as a concept. A copy of the letter from the Association has been forwarded to Councillors under separate cover.

Issues

The existing garden beds were purposely constructed for establishment and maintenance of a garden consisting of small shrubs and flowers. It was not constructed with the aim of planting trees. As such any proposal to plant trees will need to consider requirements for establishment and maintenance of the trees.

The suitability of the ground underneath the garden beds for establishment of trees is not yet known. That is, what is the soil and drainage conditions like at a level in the soil profile where tree roots are expected to grow and prosper? Adequate sub soil drainage is necessary for health of the tree and for protection of the adjoining road pavement.

Consideration must be given to protecting the adjoining road pavement from intrusion of tree roots. Root guard or root directors should be installed to prevent roots lifting the surface of the adjoining road pavement.

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The locations of underground services such as water, power and telecom have not yet been established. There is a water service available for watering the garden bed, however, it is not known if this is adequate for establishment of trees. Furthermore, if the water service runs along the centre of the street it may be in conflict with planting of trees.

Apparently, the tree species being proposed by Baradine Progress Association is a species of 'Birch'. Little is known about this type of tree and whether or not it is suitable for the extreme climate conditions that exist in the centre of a road.

The physical task of planting trees in the garden bed along with installation of a water system and root guard will cause substantial disruption to the existing garden bed.

Options

Council may wish to give consideration to preparation of a plan and then seeking public comment on the plan.

Financial Considerations

The Baradine Progress indicate they have funds available for purchase of the trees and they indicate that volunteers are available to assist with planting. However, the project has not been fully costed and there is expected to be some costs to Council associated with both planting and ongoing maintenance of the trees.

RECOMMENDATION

That Council provides in principle support for establishing trees within the existing garden beds in Wellington Street Baradine and that a plan of the concept be prepared and advertised for public comment for 28 days. Furthermore, a project report be prepared for consideration by Council during preparation of the 2011/2012 budget.

3.3 Request to Name a New Road off Box Ridge Road – Chapmans Lane

Background

A request has been received to name a new road in a rural subdivision near the intersection of Box Ridge Road and Mancers Lane. The subdivision involves six (6) lots and the length of the newly constructed road is 1.4km. A map showing the location of the road is included in attachment 1.0. The developer now wishes to name the road Chapmans Lane in honour of his mother.

Council has the authority under the Roads Act to name a public road, however, guidelines by the Geographical Names Board must be observed.

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Issues

The Roads Act requires Council to notify Australia Post, the Registrar General and the Surveyor General of the proposed road. In addition, the proposed road name must be advertised in a local newspaper and written submissions invited.

A copy of the guidelines from the GNB has been forwarded to Councillors under separate cover. The following are highlighted extracts from the guidelines

- Name duplication within a local government area should be avoided
- Names should be appropriate to the physical, historical or cultural character of the area concerned.
- Names of living persons should not be used.
- Preferred sources for road names include; Aboriginal names, local history, early explorers or settlers and other eminent persons, war/casualty lists and thematic names such as flora, fauna or ships.
- A given name should only be included with a family name where it is essential to identify an individual or where it is necessary to avoid ambiguity. The use of given names should generally be avoided.

Options

Council will need to determine whether or not Chapmans Lane as proposed by the applicant is appropriate. There are no other roads named Chapman within the Warrumbungle Local Government area.

Financial Considerations

The funds that are required for advertising the proposed road name and erection of a sign are available within current budget allocations.

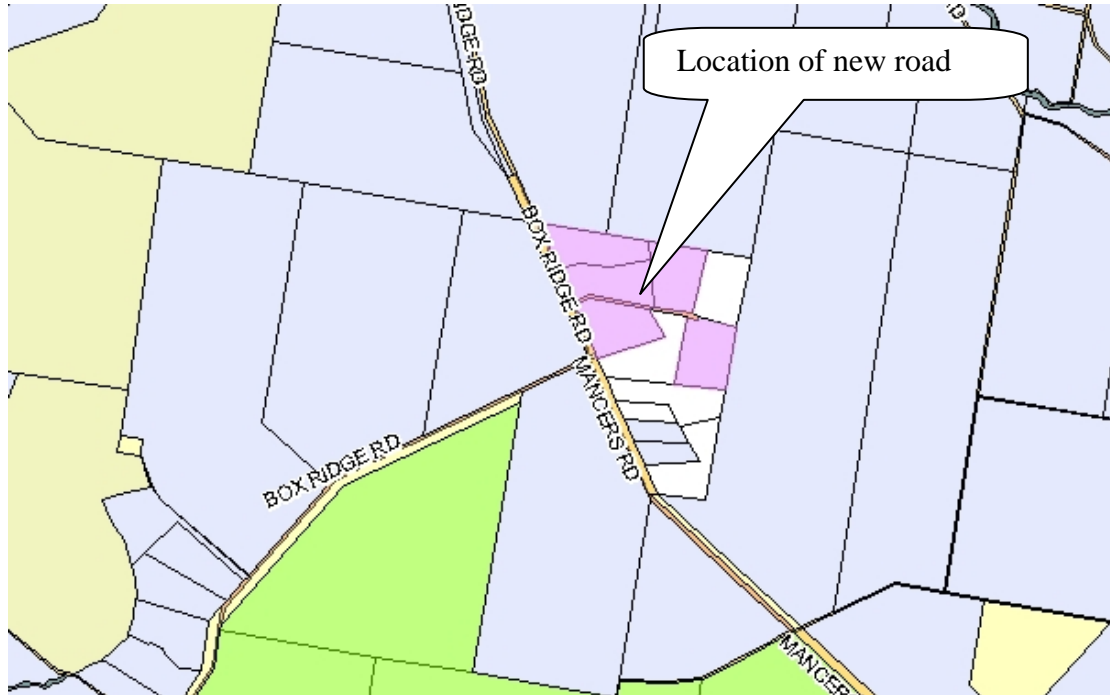
RECOMMENDATION

The newly constructed road off Box Ridge Road just north of the Mancers Lane intersection is named Chapmans Lane and the proposal is advertised in accordance with the Roads Act and guidelines from the Geographical Names Board.

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Attachment 1.0 – Location of New Road off Box Ridge Road



3.4 Riverbank Erosion in Neilson Park

Background

Erosion of the river bank adjacent Neilson Park has occurred as a result of a major flood event at the end of December 2009. With subsequent flood flows in the river, the depth and length of erosion has increased to an extent where stability of an entire section of bank is under threat. At the top of the bank there is a row of Plain trees that may be undermined if erosion continues. The Plain trees are a distinguishing feature of Neilson Park.

Funds have not been allocated to stabilize the river bank in Neilson Park and Council is being asked to consider remediation of the site as emergency works.

Issues

There is no apparent reason why erosion has suddenly occurred on the riverbank adjacent Neilson Park. There is a stand of Casuarinas on the opposite bank and this growth may have altered the direction of streamflow in the river. The Principal River Geomorphologist for NSW Office of Water recently inspected the site and could not explain the sudden appearance of the erosion, however he did indicate a course of action necessary to remediate and stabilize the riverbank.

The proposed works involve placement of a layer of rock at the toe of erosion and then armouring the riverbank with rock. The distance over which this work should be

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undertaken is around 65 metres. Working drawings work need to be prepared before any remediation works are undertaken.

The riverbank erosion has also created a steep bank and combined with a deep waterhole a hazard has now developed. Until the erosion site is remediated, the hazard will need to be fenced and signs erected.

Options

Council will need to assess the risk to the both the Plain trees and to users of the park. Council may wish to monitor the situation when funds may become available at the next budget process. However, Council also has discretion to allocate funds for stabilization of the riverbank before further erosion occurs.

Financial Considerations

The estimated cost of acquiring the necessary rocks and placement of the rocks in a structured layer is estimated to be \$40,000. There is no budget allocation for such works and Council may wish to make a supplementary vote.

RECOMMENDATION

For Council consideration

3.5 Proposal to Construct a Box Culvert Structure over the Castlereagh River on Merryula Road to create Fish Passage

Background

Council will be aware that the Fisheries Division of NSW Industry and Investment wants to remove the existing concrete causeway on Merryula Road over the Castlereagh River to improve fish passage. There was considerable concern amongst upstream landholders when in 2009 a proposed box culvert structure was going to lower the bed level at the causeway by up to 900mm. As a result, several studies have been undertaken by NSW Industry and Investment on the impacts of lowering the bed level. Another report has been prepared and another box culvert structure is being proposed.

NSW Industry and Investment have indicated they are proceeding with construction of the latest proposal. That is, they are not seeking Council approval for the works, instead they refer to Clause 13 of the State Environmental Planning Policy (Infrastructure) 2007, which apparently enables the work to be undertaken on a public road without Council approval.

Council is being asked to consider the matter. A copy of the letter and report has been forwarded to Councillors under separate cover.

Issues

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The latest proposal involves removal of the concrete causeway and construction of a five (5) cell box culvert structure. Each cell in the structure is 2.4m wide and 1.8m high. The proposed structure is unique in that the bed of the culvert is filled with rock and the legs of the culvert are supported by a headstock and pier foundations. The width of the proposed structure is 6 metres which is enough to support two way traffic.

The proposed structure is substantial and there is no reason to suggest that it will be dislodged during flood flows. However, there is some concern about the stability of the rock lined bed. Also, there is some concern about the stability of the road approaches in times of moderate to major flooding. Furthermore, the proposal from NSW Industry and Investment does not address responsibility for ongoing maintenance of the structure.

The drawings of the proposed culvert structure do not clearly indicate the level of the proposed bed in relation to existing causeway. It does appear, however, that the new bed level will be around 500mm below the existing causeway level.

Options

It appears that Council has no discretion in this matter at all as Industry and Investment are not seeking approval from Council as the road authority. Council may wish to consider making representations to NSW Industry and Investment about the matter particularly in relation to establishment of some form of maintenance agreement.

Financial Considerations

There is no budget allocation for this project, however NSW Industry and Investment are not seeking a contribution from Council. The cost of ongoing maintenance will depend to a certain extent on the quality of construction particularly in relation to the rock lined bed and road approaches.

RECOMMENDATION

For Council consideration.

3.6 Flooding across Baradine Road just North of Bugaldie

Background

During heavy rainfall events, such as that experienced late December 2009, the Baradine Road just north of Bugaldie is inundated with floodwater. At the meeting on the 16 July 2010 Council resolved to investigate the inundation and determine reasons why the flow direction has changed.

Issues

Apparently, the overflow from McCullagh's Creek traditionally crossed the Baradine Road between an existing culvert and the railway line. Recent experience indicates that the overflow is now crossing the road on the southern side of the culvert. Furthermore,

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the overflow from McCullaugh's Creek is now being directed across farmland towards Bugaldie Creek.

The overflow across Baradine Road does reach a height and velocity where it becomes necessary to close the road. In December 2009 and then again on 6 February 2010 the road was closed for around 36 hours. The flooding on these occasions has not caused substantial damage to the road.

McCullaugh's Creek rises in the Warrumbungle range and flows generally in a northerly direction. The catchment area is around 37km² and most of the area is on the western side of Baradine Road and the railway line. The slope of the land area immediately to the south of Bugaldie is flatter and land use varies between cropping, farming, national park and forest. McCullaugh's Creek is actively eroding in the upper reaches and as a result sand is being deposited in flatter sections around Bugaldie. Attachment 1.0 shows the catchment area and general topography of the area.

Deposition of sand in the creek upstream of the culvert on Baradine Road is affecting the flowpath of overbank flows. There is evidence that build up of sand on the eastern side of the creek approximately 150 metres upstream of the culvert is diverting overflows across the road and into the adjoining paddock. It may be possible to build up the western bank by dredging the creek and pushing it up into some type of levee bank.

The land adjoining the creek, between the road culvert and the village of Bugaldie is predominantly Crown land. Hence, subject to adequate environmental assessment, there is no necessity for landholder agreements for works to be undertaken. However, the local Catchment Management Authority as well as the Department of Environment Climate Change and Water should be consulted on the matter.

Options

Council may wish to consider establishing a works program to build up the western bank of McCullaugh's Creek between the road culvert and the village of Bugaldie. However, the cost of such work should be considered carefully against the expected benefits.

Financial Considerations

The cost of constructing the western bank of the McCullaugh's Creek to prevent overflows escaping in the direction of Bugaldie Creek will depend upon the results of any survey and design considerations. The cost of surveying the site and preparing concept plans is expected to cost around \$2,500.

There is no budget allocation for either design or construction works on McCullaugh's Creek, hence any proposed expenditure will require a supplementary vote.

RECOMMENDATIONS

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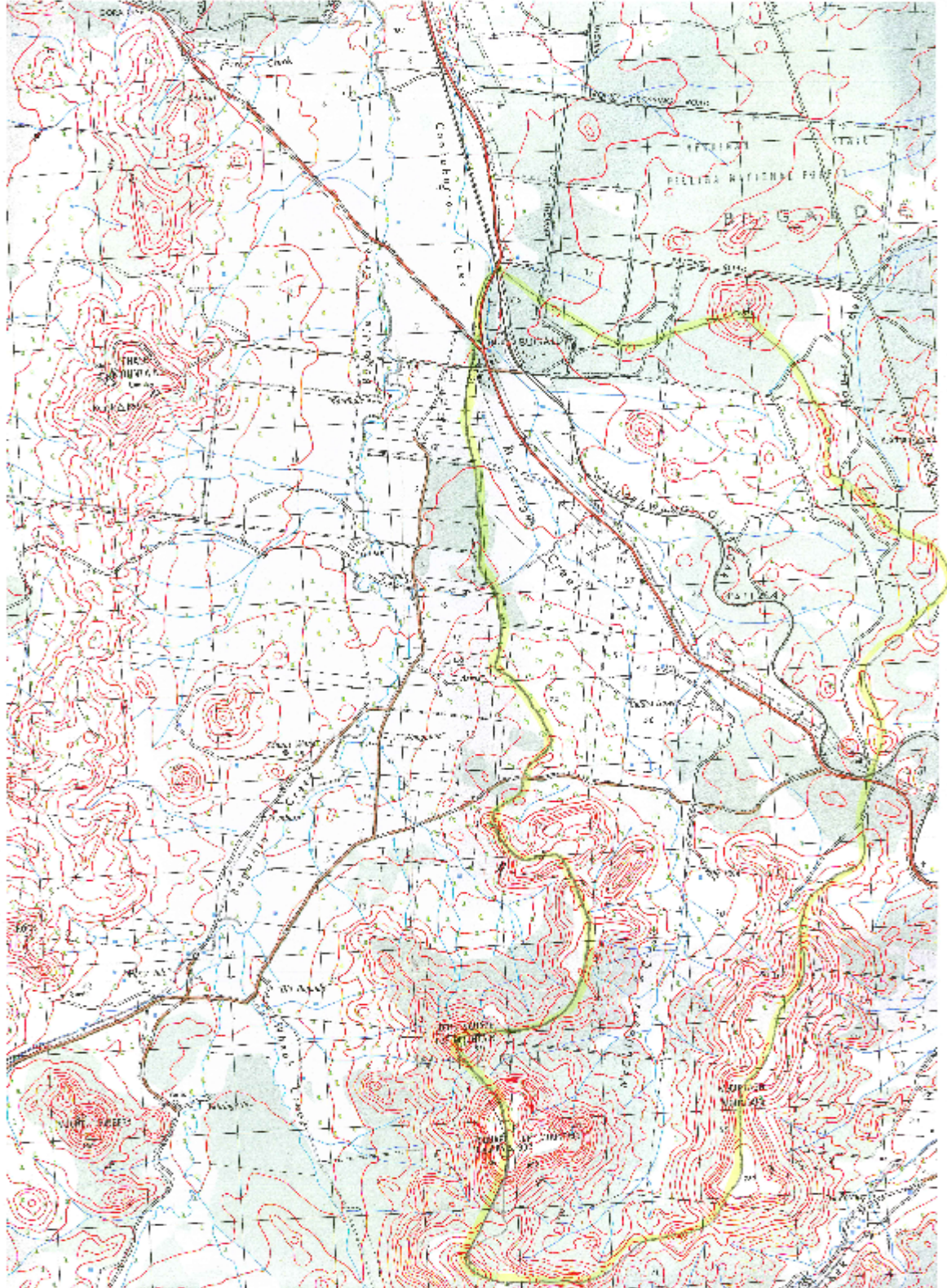
That the issue of flooding from McCullaghs Creek on the northern side of Bugaldie where it crosses Baradine Road be referred to the Namoi Catchment Management Authority and to the Department of Climate Change and Water.

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Attachment 1.0



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3.7 Transport of Hazardous Materials for Cowal Gold Project

Background

Advice has been received from environmental consultants for Barrick (Cowal) Gold Mine of a proposal to transport sodium cyanide along the Newell Highway through Coonabarabran. The consultants are preparing a transport study and they want to address any issues that may be raised by the proposal.

Issues

Council will be aware that the Newell Highway is a major national freight route and that the annual average number of heavy vehicles travelling through Coonabarabran is around 1600 per day. It is expected that many of these heavy vehicles will be transporting hazardous materials and Council has no control or input over their movement through Coonabarabran.

The local emergency management plan includes procedures for responding to spillage of hazardous materials in both the urban and rural environment. The NSW Fire Brigade is the lead agency in such circumstances and the nearest HAZMAT response team is based at Narrabri.

The Golden Highway is also a major freight route and it is also known that hazardous substances are transported through Dunedoo.

Options

Council has very little discretion in this matter other than to raise particular concerns about the suitability of the route for transport of hazardous substances.

Financial Considerations

The proposal does not present any implications for the budget.

RECOMMENDATION

That no comments are made in relation to the proposal by Barrick (Cowal) Gold Mine to transport sodium cyanide along the Newell Highway through Coonabarabran.

3.8 Tender for Provision and Installation of Fluoride Dosing Equipment

Background

Tenders closed 2.00pm on the 4 August 2010 for the provision and installation of fluoride dosing equipment in the following town water supply systems; Baradine, Binnaway, Coolah, Coonabarabran and Mendooran. Four tenders were received.

A resolution from Council is required as the contract sum exceeds \$150,000.

Issues

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The tender documentation was prepared by Council and approved by the NSW Office of Water. Assessment of the tenders was undertaken in close consultation with the Office of Water. A report on the tenders received has been prepared by Council's Project Engineer for the project and that report is reproduced in attachment 1.0.

Fluoride dosing is not being proposed for Dunedoo as initial investigations indicated that the concentration of fluoride in the water supply may be sufficient to meet the objectives of fluoride dosing. The Department of Health is continuing to monitor dental health in Dunedoo.

Options

Council should consult with NSW Office of Water before awarding a contract for the provision and installation of fluoride dosing equipment. Should NSW Office of Water not concur with Council's decision in relation to the contractor, Council may not receive reimbursement of all eligible costs.

Financial Considerations

The Department of Health has advised that they will contribute 100% of the costs associated with the fluoride dosing project. However, Council will need to establish a budget for the project, that is, a supplementary expenditure and supplementary income allocation will be made.

The tender prices received are outlined in the attached report. Additional funds will be required to cover minor works not included in the contract such as water service connections, power supply and concrete slab. These additional costs are expected to be around \$10,000 per site. These additional costs are eligible for 100% funding assistance from the Department of Health.

RECOMMENDATION

1. **RECOMMENDED** that Council accept the tender of ProMinent Fluid Controls Pty Ltd for the design, construction, delivery, installation and commissioning in accordance with Council's specifications of one (1) vacuum loader system for Coonabarabran Water Treatment Plant including a 5kg bottle loading system, and four (4) 5kg bottle loading systems for Baradine, Binnaway, Coolah and Mendooran Water Treatment Plants in the total amount of three hundred and thirteen thousand eight hundred and fifty six dollars and sixty five cents (\$313,856.65) plus G.S.T. and further that Council's decision be relayed to the Manager, Water and Sewerage, NSW Office of Water prior to a letter of acceptance being issued.
2. **RECOMMENDED** that a supplementary expenditure allocation and supplementary income allocation is made for each of the following water supply funds:

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a. Baradine	-	\$ 71,830
b. Binnaway	-	\$ 71,830
c. Coonabarabran	-	\$ 80,920
d. Coolah	-	\$ 71,480
e. Mendooran	-	<u>\$ 67,800</u>
		<u>\$363,860</u>

Attachment 1.0 – Report on Assessment of Tenders for Provision and Installation of Fluoride Dosing Equipment for each of the following water supply systems; Baradine, Binnaway, Coolah, Coonabarabran and Mendooran.

A. Tenders Received

Four tenders were received for the construction, delivery, installation and commissioning of five water treatment plants at Baradine, Binnaway, Coolah, Coonabarabran and Mendooran as follows:

(NB All figures quoted in the report (with the exception of the recommendations) have been rounded up or down to the nearest dollar, and they are all **exclusive of GST.**)

CEC HOPPER AND SONS, HORSHAM VICTORIA

		Baradine	Binnaway	Coolah	C'bran	Mendooran	TOTAL
1	Preparation	\$4625	\$4625	\$4625	\$4625	\$4625	\$23125
2	Supply and Installation	\$47992	\$47992	\$47827	\$52293	\$46232	\$242336
3	Form 3 Control Board	included	included	included	included	included	included
4	Safety Equipment	\$935	\$935	\$935	\$935	\$935	\$4675
5	Testing etc.	\$2290	\$2290	\$2290	\$2290	\$2290	\$11450
6	Second Site Visit	included	included	included	included	included	included
7	Works-as-Executed Drawings	\$1675	\$1675	\$1675	\$1675	\$1675	\$8375
8	Defects Liability	\$1100	\$1100	\$1100	\$1100	\$1100	\$5500
9	Flow Meter	included	included	included	included	included	included
10	Flow Switch	included	included	included	included	included	included
11	TOTALS	\$58617	\$58617	\$58452	\$62918	\$56857	\$295461

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SIEMENS, MACQUARIE PARK NEW SOUTH WALES

		Baradine	Binnaway	Coolah	C'bran	Mendooran	TOTAL
1	Preparation	\$3647	\$3647	\$3647	\$3647	\$3647	\$18235
2	Supply and Installation	\$66285	\$66285	\$66285	\$71286	\$66285	\$331425
3	Form 3 Control Board	not included	not included	not included	not included	not included	not included
4	Safety Equipment	\$733	\$733	\$733	\$733	\$733	\$3665
5	Testing etc.	\$3777	\$3777	\$3777	\$3777	\$3777	\$18885
6	Second Site Visit	not included	not included	not included	not included	not included	not included
7	Works-as-Executed Drawings	included	included	included	included	included	included
8	Defects Liability	included	included	included	included	included	included
9	Flow Meter	included	included	included	included	included	included
10	Flow Switch	included	included	included	included	included	included
11	TOTALS	\$74441	\$74441	\$74441	\$79442	\$74441	\$377206

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PROMINENT FLUID CONTROLS, BELROSE WEST NEW SOUTH WALES

		Baradine	Binnaway	Coolah	C'bran	Mendooran	TOTAL
1	Preparation	\$3900	\$3900	\$3900	\$3900	\$3900	\$19500
2	Supply and Installation	\$62150	\$62150	\$62150	\$62150	\$62150	\$310750
3	Form 3 Control Board	\$950	\$950	\$950	\$950	\$950	\$4750
4	Safety Equipment	\$2200	\$2200	\$2200	\$2200	\$2200	\$11000
5	Testing etc.	\$485	\$485	\$485	\$485	\$485	\$2425
6	Second Site Visit	\$1215	\$1215	\$1215	\$1215	\$1215	\$6075
7	Works-as-Executed Drawings	\$1100	\$1100	\$1100	\$1100	\$1100	\$5500
8	Defects Liability	\$1350	\$1350	\$1350	\$1350	\$1350	\$6750
9	Flow Meter	\$3583	\$3583	\$3583	\$5438	0	\$16187
10	Flow Switch	\$250	\$250	\$250	\$250	\$250	\$1250
11	TOTALS	\$77183	\$77183	\$77183	\$79038	\$73600	\$384187

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DIOXIDE PACIFIC, NARRABEEN NEW SOUTH WALES

		Baradine	Binnaway	Coolah	C'bran	Mendooran	TOTAL
1	Preparation	\$3010	\$3010	\$3010	\$3010	\$3010	\$15050
2	Supply and Installation	\$84568	\$84568	\$84568	\$87902	\$84568	\$426174
3	Electrical Board Upgrade	included	included	included	included	included	included
4	Safety Equipment	\$2469	\$2469	\$2469	\$2469	\$2469	\$12345
5	Testing etc.	\$3725	\$3725	\$3725	\$3725	\$3725	\$18625
6	Second Site Visit	included	included	included	included	included	included
7	Works-as-Executed Drawings	\$1170	\$1170	\$1170	\$1170	\$1170	\$5850
8	Defects Liability	\$2860	\$2860	\$2860	\$2860	\$2860	\$14300
9	Flow Meter	included	included	included	included	included	included
10	Flow Switch	included	included	included	included	included	included
11	TOTALS	\$97802	\$97802	\$97802	\$101136	\$97802	\$492344

In the tender submitted by Siemens, a generic Form 1 painted mild steel local control electrical panel is offered in lieu of the specified Form 3 panel. Prominent has offered a Form 3 panel with the offer of a reduction in price of \$4,750 if Council accepts a Form 1 panel.

Council has been advised by the Manager of Water and Sewerage, NSW Office of Water, that the Form 1 panel is the one that is accepted as suitable for this purpose.

ProMinent's price is based on supplying optimal flow magflow meters rather than meters of the same size as the pipe containing them. To install meters corresponding to the pipelines, the following additional costs would be incurred:

Baradine -	\$ 448.20
Binnaway -	\$ 448.20
Coolah -	\$ 90.45
Coonabarabran -	<u>\$2,708.80</u>
Total	\$3,695.65

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Siemens have also only allowed one day for demonstration and commissioning of each plant. In reality, this is all that is required, however Prominent have stuck to the letter of the specification and allowed two (2) days for each plant, but they offer a reduction of \$6,075 if the requirement is reduced to one day per plant.

In order to adopt a “level playing field” approach to all tenders, each one would need to be adjusted to take account of the issues mentioned above.

The adjusted price for each tender would then be as follows:

Hopper -	\$284,636
Prominent -	\$377,057
Siemens -	\$377,206
Dioxide Pacific -	\$481,519

B. Preamble to the Recommendation

Council is advised that the cost of installing fluoride plants in town water supplies is fully met by the NSW Department of Health. The officer who signs off on any proposal to introduce fluoridation is Mr Bill Ho, Manager of Water and Sewerage, Office of Water.

On Tuesday 24th August, 2010, Council’s Project Engineer, Mr Peter Ullman had lengthy discussions with Mr Ho along with Mr Vic James, consultant to the Department of Health on fluoridation matters.

Both of these officers had valuable input into the assessment of the tenders. They agreed to fully support the recommendations, adding they could not endorse acceptance of the lowest tender, mainly due to the fact that this tenderer does not have sufficient relevant experience in this field.

C. Tenderer Profiles

Hopper

This contractor is part of a regionally-based Victorian group based in Horsham, and they list their completed projects as the Wimmera-Mallee Pipeline Project and the Willaura Water Treatment Plant. They have also recently completed the automation of a large fluoridation system in Horsham. Their main focus seems to be in the electrical contracting, civil and engineering services. They also specialise in remote monitoring of plants which is a feature they would install at our plants on a trial basis if they were successful with this tender.

They would be using equipment supplied by other companies.

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Whilst they are prepared to meet the specification regarding the housing of the equipment, they also recommend that each plant be housed in a custom modified 20 foot shipping container to save costs.

They do not appear to have installed facilities similar to the ones Council is seeking.

ProMinent

ProMinent Fluid Controls Pty Ltd is a company based in Belrose NSW focusing on the manufacture, supply, installation and servicing of chemical dosing and water treatment systems.

The ProMinent sodium fluoride saturator package plant has been specifically designed and developed for adding fluoride into smaller town water supplies.

They have supplied over sixty plants to various water supplies throughout the Country, are currently commissioning plants for four others, and have received orders for another five.

They advise that spares and service will be readily available through their Sydney office.

Siemens

Siemens is a diversified technology-based solutions provider based in Sydney specialising in the areas of water, energy, environment, healthcare, productivity, mobility, safety and security.

They have not provided a list of similar projects, but it is well-known that they are capable of providing the type of system Council is seeking.

Dioxide Pacific

Dioxide Pacific is a company based in Warriewood NSW specialising in water treatment.

Their proposal is to use a vtec vacuum conveyor and a ProMinent water softener.

They list the following projects they have completed which are similar to that required by Council:

- Fluoride dosing system for Shepparton in Victoria
- Fluoride dosing system for Mt Zero WTP at Horsham in Victoria
- Fluoride dosing system for Warrnambool WTP
- Fluoride dosing upgrade at Cascade WTP for Sydney Water

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D. Preferred Tenderer

Whilst the Hopper tender is by far the cheapest, they do not appear to have any experience in the field of packaged fluoride dosing plants

Based on all the information supplied, the comments offered by the officers responsible for signing off on the project, the uncertainty surrounding their ability to provide reliable back-up service and spares and the fact that they have not completed similar projects in New South Wales, it would be very difficult to recommend this tenderer.

Dioxide Pacific has limited experience in this field, however their price is considerably higher than the others, and accordingly could not be recommended.

This leaves ProMinent and Siemens, and given that ProMinent is the next cheapest, it has established itself as a competent provider of the type of system Council requires, the large number of plants currently in service, and the ready availability of service and spares, I would **recommend** that ProMinent be accepted by Council as the provider of its fluoride dosing systems for the five plants.

E. Alternate Offer

In its specification for this project, Council made provision for tenderers who submit a conforming tender, to submit an alternative which could alleviate any manual handling problems which may occur due to the lifting of 25 kg sodium fluoride bags.

ProMinent has offered an alternate system based around the addition of sodium fluoride powder using a patented 5kg bottle loading system.

This system has the advantage of not requiring a vacuum loader, and not having to handle 25kg bags. The disadvantage is the fact that the cost of the sodium fluoride is more expensive, but this could be offset by it being much simpler to operate.

A big advantage is the lower cost of the system; a 5kg system is \$15,800 cheaper than a vacuum system, but this does not impact directly on Council as the full capital cost is met by the State Government. Council does however have to pay for the cost of the sodium fluoride.

The estimated additional annual running costs for Baradine, Binnaway Coolah and Mendooran would be about \$900, and Coonabarabran would be about \$2500. Given the benefits of easier handling and operating, the extra cost would represent good value for the four smaller plants. I would recommend that Council go with the vacuum loading system for the Coonabarabran plant. Advice has been received from ProMinent that if Council did proceed with this option they would

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be prepared to include a 5kg loading system on the Coonabarabran plant at no additional cost.

This would have the added advantage of being able to use the 5kg system for the majority of the time, and then we could revert to the vacuum system when flow rates exceeded a level of around 2 MgL/day.

If Council were to adopt this arrangement, then the tendered price would be \$313,856.65

F. Recommendation

It is hereby **recommended** that Council accept the tender of:

ProMinent Fluid Controls Pty Ltd
4/4 Narabang Way
BELROSE NSW 2085

for the design, construction, delivery, installation and commissioning in accordance with Council's specifications of one (1) vacuum loader system for Coonabarabran Water Treatment Plant including a 5kg bottle loading system, and four (4) 5kg bottle loading systems for Baradine, Binnaway, Coolah and Mendooran Water Treatment Plants in the total amount of three hundred and thirteen thousand eight hundred and fifty six dollars and sixty five cents (\$313,856.65) plus G.S.T. and further that Council's decision be relayed to the Manager, Water and Sewerage, NSW Office of Water prior to a letter of acceptance being issued.

(Peter N. Ullman)
PROJECTS ENGINEER

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KEVIN TIGHE
DIRECTOR TECHNICAL SERVICES

WARRUMBUNGLE SHIRE COUNCIL

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Mr R J Geraghty
General Manager
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Dear Sir

Attached is my report for consideration by Council

DIRECTOR OF ENVIRONMENTAL SERVICES ANNEXURE 4

4.1 Quotation to Complete the Strategy Component of the new Comprehensive LEP Project

Background

Council has previously confirmed the termination of the contract between the principal consultants on the LEP project at its June 2010 meeting due to continued non-performance of the contract and failure to deliver the contract outcomes over a number of years.

At present Council has a memorandum of understanding with NSW Planning in which the department will provide \$90,000 assistance to Council to complete our LEP project. Council received \$30,000 at the inception of the project and is to receive further payments of \$30,000 when the strategy is approved and the whole LEP is gazetted.

Council has so far spent \$101,695 of the project budget on the previous consultants and received draft Local Profile, Issues paper and Strategy documents which still require further work to meet the requirements of the project brief and the department of planning's expectations. There was also additional extras claimed due to Council's lack of available GIS data files and electronic LEP mapping. The budget in Council's current management plan to complete the project remains at \$18,806.

Current situation

All of the current documents held by Council have been forward to GHD Pty Ltd to enable them to provide an accurate fee estimate of what is required to complete the project. After consultation between Council's acting Director of Environmental Services and the Departments staff the attached fee proposal has been received which will hopefully see the project completed in the first half of 2011. The fee proposed by GHD Pty Ltd amounts to a total of \$64,365 to complete the strategy document to an appropriate standard to receive departmental concurrence to place on exhibition. GHD have been selected to provide a fee proposal as they are a large company with significant resources with a proven track record having delivered the joint western council's project in accordance with the department's requirements. To complete the whole LEP project

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council will also need to obtain assistance with the detailed mapping and the department has indicated they may be able to assist with the actual preparation of the LEP itself and possibly the mapping. There may be some additional cost for the mapping component however, these costs are not expected to be a significant part of the project costs and will need to be quantified in the future.

Council has also previously resolved to seek legal advice on whether it would be able to recover damages from Andrews Neil for the additional costs incurred in completing the project. Now that the extra cost to Council has been quantified the necessary legal advice will be obtained and the results reported to Council.

RECOMMENDATION

That Council accept the quotation from GHD Pty Ltd of \$64,365 in accordance with the fee proposal submitted to complete the Local Profile, Issues Paper and Land Use Strategy for the Comprehensive LEP project and that the concurrence of NSW Planning be sought for the appointment.

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4.2 Applications Received for Month of August 2010

Complying Development (set criteria) Development Application (Specialised Conditions)	Date Received	APPLICANT'S NAME	LOCATION (of development)	(Town)	Development Type	Status (Approved or Pending)
DA 09/1011	03/08/2010	Robert Harper – Men's Shed	Essex Street	Coonabarabran	Change of use for Portion of Building	Approved
DA 10/1011	09/08/2010	Coonabarabran High School	John Street	Coonabarabran	Extensions	Pending
DA 11/1011	09/08/2010	Rawson Homes – Kerrie Jones	Castlereagh Street	Coonabarabran	New Residence	Approved
DA 12/1011	19/08/2010	Will Gaden	Bullinda Street	Dunedoo	Demolish Existing & Erect new Shed	Pending
DA 13/1011	20/08/2010	Prue Ward	Lyndock Street	Coolah	New Residence	Pending
DA 14/1011	24/08/2010	Peter McClung	Martin Street	Coolah	Erect Shed	Pending
CDC 15/1011	25/08/2010	Tommasi & Bickel	McLean	Coolah	Demolish Existing & Erect new Shed	Pending
DA 16/1011	26/08/2010	Wayne Martin	River Road	Coonabarabran	Transport & Erect House	Clock Stopped Awaiting Further Information
DA 17/1011	30/08/2010	Peter Leask – Mendooran Pre School	Napier Street	Mendooran	Refurbish Bathroom	Pending

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WARRUMBUNGLE SHIRE COUNCIL APPLICATIONS HELD PENDING AS AT THE END JULY 2010

CD or DA	Date Received	APPLICANT'S NAME	LOCATION	Town	Type of Development	Status
DA 46/0910	09/10/2009	Matthew Leeson	Tucklan Street	Dunedoo	Change Shed to School Bus Depot	Clock Stopped Waiting Further information - SEE
CDC 153/0910	23/06/2010	Herbert Busine	Bandulla Street	Mendooran	Garage/Shed	Awaiting Info – HOW/OB Permit
DA 155/0910	26/06/2010	Rowan Cox	Railway Avenue	Coolah	Concrete Slabs For Silo Footings	Awaiting additional info – site plan

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TONY MEPPM
ACTING DIRECTOR ENVIRONMENTAL SERVICES

WARRUMBUNGLE SHIRE COUNCIL

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Mr R J Geraghty
General Manager
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Dear Sir

Attached is my report for consideration by Council

DIRECTOR OF COMMUNITY SERVICES ANNEXURE 5

5.1 Natural Disaster Resilience Grants Scheme 2010

In May 2010, Council's Emergency Services Coordinator submitted a funding application for the Warrumbungle Shire Disaster Awareness campaign under the Natural Disaster Resilience Grants Scheme. This project was developed following feedback from Councillors that the community were confused and unaware of which Emergency Service or Council after hours contact to call when a road is closed, or for bushfire or flood information.

This project involves an awareness and education program aimed at all residences within the shire. An advertising campaign in all local media publications over a three month period will be supplemented by production of 6000 fridge magnets and distribution with a rates notice.

Bushfire and flood emergency contact phone numbers as well as other emergency information will be promoted. The bushfire section will involve the awareness of the new Neighbourhood Safer Places (NSP), their location and purpose. The flood component will provide current information on the definition of major, moderate and minor flood levels and what this means to each town within each river catchment.

The total cost to implement this project is \$5,666 with the grant received totalling \$3,778; being two thirds of the total cost.

RECOMMENDATION

That Council authorise the General Manager to accept and sign the Natural Disaster Resilience Grants Scheme Funding Agreement **FURTHER** provide a supplementary vote of \$1,888 towards the Warrumbungle Shire Disaster Awareness Campaign Project 2010.

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REBECCA RYAN
DIRECTOR COMMUNITY SERVICES