



Warrumbungle Shire Council

Council meeting

Thursday, 15 March 2012

**to be held at the Poplars Motor Inn,
Newell Highway, Coonabarabran**

commencing at 9.00 am

MAYOR

Councillor Peter Shinton

DEPUTY MAYOR

Councillor Murray Coe

COUNCILLORS

Councillor Kerry Campbell

Councillor Tilak Dissanayake

Councillor Ray Lewis

Councillor Mark Powell

Councillor Victor Schmidt

Councillor Ron Sullivan

Councillor Denis Todd

MANAGEMENT TEAM

Steve Loane (General Manager)

Rebecca Ryan (Director Corporate Services)

Kevin Tighe (Director Technical Services)

Tony Meppem (Acting Director Environmental Services)

Fiona Luckhurst (Acting Director Community Services)

Vision

Excellence in Local Government

Mission

We will provide:

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

We Value

Honesty

Frank and open discussion, taking responsibility for our actions

Integrity

Behaving in accordance with our values

Fairness

Consideration of the facts and a commitment to two way communication

Compassion

Working for the benefit and care of our community and the natural environment

Respect

To ourselves, colleagues, the organisation and the community listening actively and responding truthfully

Transparency

Open and honest interactions with each other and our community

Passion

Achievement of activities with energy, enthusiasm and pride

Trust

Striving to be dependable, reliable and delivering outcomes in a spirit of goodwill

Opportunity

To be an enviable workplace creating pathways for staff development

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Date: 9 March 2012

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 15 March 2012. I further attach relevant reports from the Directors to me for the consideration of Council.

Forum

Declaration of Pecuniary interest and conflicts of Interest

Confirmation of Minutes

CONFIRMATION OF MINUTES of the ordinary meeting of Warrumbungle Shire Council held on 16 February 2012

ADOPTION OF THE RECOMMENDATIONS of the Warrumbungle Shire Occupational Health and Safety Committee meeting held on 14 February 2012

ADOPTION OF THE RECOMMENDATIONS of the Warrumbungle Shire Local Emergency Management Committee meeting held on 20 February 2012

ADOPTION OF THE RECOMMENDATIONS of the Special Consultative Committee meeting held on 21 February 2012

Reports

GENERAL MANAGER'S REPORT	ANNEXURE 1	PAGE 02
CORPORATE SERVICES REPORT	ANNEXURE 2	PAGE 20
ENVIRONMENTAL SERVICES REPORT	ANNEXURE 3	PAGE 33
COMMUNITY SERVICES REPORT	ANNEXURE 4	PAGE 45

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Questions for Next Meeting

Matter to be dealt with "in committee"

- 1C Document Management System**
- 2C Tenders for Design and Construction of Baby Creek Bridge**
- 3C Replacement of Toilet Block in the Lions Park in Baradine**

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 item relates to a Tender and is classified CONFIDENTIAL under Section 10A(2)(a) and (c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

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

FURTHER that Council resolve:

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

.....
STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars
Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 1

INDEX

1.1	Notice of Motion – Changes to the Water Policy	2
1.2	Warrumbungle Shire Community Strategic Plan 2012-2032	3
1.3	Director of Environmental and Community Services Position.....	3
1.4	Coonabarabran Cultural Arts & Performance Society.....	4
1.5	Staff Awards First Quarter 2012.....	16
1.6	Brick Bat’s & Bouquet’s.....	16
1.7	March 2012 Report from Manager Human Resources	17
1.8	Learning & Development - Human Resources.....	18
2.1	Bank Reconciliation - Month Ending 29 February 2012.....	20
2.2	Rates and Charges Collection Report up to and Including 29 February 2012.....	26
2.3	Bank Signatories	28
2.4	Coonabarabran Racecourse – Trust and Licence Agreements.....	28
2.5	Memorandum of Understanding – Licence Number 195178	30
3.1	Reclassification of Council Owned Lands LEP.....	33
3.2	Warrumbungle Shire Local Heritage Fund 2011-2012	35
3.3	Change of Road Name and Rural Addressing	38
3.4	Appointment of Authorised Officers Under the Swimming Pools Act 1992	41
3.5	Development Applications.....	42
4.1	Yaminbah Fire Shed – Land Acquisition.....	45

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 2

GENERAL MANAGER'S REPORT

ANNEXURE 1

1.1 Notice of Motion – Changes to the Water Policy

The following Notice of Motion has been received from Councillor Denis Todd.

That the water scheme in all towns within the Warrumbungle Shire Council be created in the following three categories:

- *Town water schemes which contain all residences within the town boundaries.*
- *Rural subdivision 1*
- *Rural subdivision 2*

Rationale:

Water can be categorised as stages as below:

- *Town water - Remains as it is known at present.*
- *Residential 1 – Water supply that can be delivered to residences that is potable and of a good volume.*
- *Resident 2 – Water supply that cannot guarantee pressure delivery and potable quality (eg high mains, lack of continuous supply, that which is of a lesser quality and will have to be stored in tanks at the owners property at their expense). This supply will have to be pumped, with a need for the owner to install an adequate filtering system.*
- ***Stages 1 & 2 Water** - supply could be delivered to a property via a Polythene pipe installed in a trench a metre deep in the existing table drain. This would alleviate the need to gain an easement and removal of fence lines and trees. The pipe diameter of 50cm or 75 cm would be adequate. (Similar to the size of the cap and bore schemes of the Artesian basin).*
- ***Stage 2 Residential** - would apply to raw water supplied from the main from the Timor Dam, requiring a tank and filtering system to be installed on each property.*
- *There would be a need for capital contribution for the infrastructure.*

This scheme would allow for long term future development of subdivisions and small holdings within the Shire, increasing the population base and employment opportunities as well as providing adequate water supply to all residents and in doing so create a funding stream for the Council Water Fund. All interest accrued from the Water Fund should be spent in the year it becomes available on maintenance and / or future infrastructure.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 3

At present small holders and owners of lifestyle blocks are finding the present regulations very inflexible and prohibitive making it almost impossible to gain a bore license and for water to be delivered to the property in any form and this must be discussed as an urgent matter to rectify this matter as it is severely restricting development in all towns within the Shire.

It is timely that the Council investigate new water supplies in all towns within the Shire and also increase the height of the Timor Dam. In drought time this could be done to take advantage of times such as the present when there is adequate rainfall to fill the dam to capacity.

RECOMMENDATION

For Council's deliberation.

1.2 Warrumbungle Shire Community Strategic Plan 2012-2032

Council has completed the community engagement process involved with the creation of the 20 year Community Strategic Plan with a pleasing number of people attending Q&A Forums held in February 2012.

While a Council has a custodial role in initiating, preparing and maintaining the Community Strategic Plan on behalf of the local government area, it is not wholly responsible for its implementation. Other partners, such as State agencies and community groups may also be engaged in delivering the long-term objectives of the plan. From this high level document, the objectives, strategies and actions will flow through for the Delivery Program (4 year) and Operational Plan (1 year). Council staff are working on these documents in readiness for upcoming budget meetings, in conjunction with the preparation of the Resourcing Strategy; the Long Term Financial Plan, Asset Management Plan and the Workforce Management Plan.

Council must place the Draft Community Strategic Plan on public exhibition for a period of at least 28 days and comments from the community must be accepted and considered prior to the endorsement of the final Community Strategic Plan.

The draft Community Strategic Plan is attached for Councillors information under separate cover.

RECOMMENDATION

That Council place on public exhibition the draft Warrumbungle Shire Community Strategic Plan 2012-2032 for a period of 28 days inviting comments from the community for consideration at the April 2012 Council meeting.

1.3 Director of Environmental and Community Services Position

With reference to the new Organisation Restructure, Council has undertaken an appointment process following Award and Department Guidelines to fulfil the position of Director of Environment and Community Services.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 4

There were fifteen applications received with three applicants being interviewed. The interview panel consisted of the General Manager of Warrumbungle Shire Council, Director of Community Services of Dubbo City Council, David Dwyer, and Director of Environmental Services of Dubbo City Council, Melissa Watkins.

At the conclusion of the recruitment process the preferred candidate was Mr Tony Meppem by agreement of the panel.

RECOMMENDATION

That Council note the General Manager's actions in offering Tony Meppem the position of Director of Environmental and Community Services.

1.4 Coonabarabran Cultural Arts & Performance Society

A formal request has been received from the Coonabarabran Cultural Arts and Performance Society (CCAPS) to utilise the Coonabarabran Town Hall Supper Room as an Art Gallery and Cultural Centre.

The proposal is that for a period of two (2) to three (3) years, the supper room be made available hire free for the exclusive use by the newly created organisation, the CCAPS as a temporary Art Gallery and Cultural Centre, to be operated by members of the local Arts groups, on a volunteer basis. The project is based on a similar successful concept to the Pandora Gallery which operates from the Coolah Hive Live / Library.

Operating income for the group would be generated from; society membership, private exhibitions, entry free to annual or hosted regional exhibitions and sales commission. In the future, the main hall area and courtyard could be used for performance, drumming, youth activities, singing, Aboriginal performances, however these activities would not prevent other hall users hiring these areas.

The plans include; rendering of the brick walls, painting, covering of concertina doors with a wood / plasterboard wall, installation of hanging lights and art tracking system, tinting and sound proofing of windows. Preliminary estimates for painting, electricals, wall totals \$20,000 (ex GST).

The group has available \$6,000 - \$8,000 to contribute to this set up costs, however are seeking a financial contribution from Council for the remainder. Whilst final costings are yet to be provided, Council's contribution could be in the vicinity of \$25,000 - \$30,000. Should Council resolve to support this project this financial year, a supplementary vote would be necessary. Council may prefer to consider the project during 2012-2013 budget deliberations.

The costs of cleaning of toilets has yet to be discussed with the group.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 5

The town hall lends itself well to such a proposal, as the main entrance and toilets have access to each of the available hall space; being the Supper Room, Main Hall and Courtyard. Access to the kitchen would not present an issue. Storage of the tables and chairs would need some consideration.

The hall is used at least twice a month on average for either a wedding, community event or social / business activity, be that private or Council functions. The only time the whole space is utilised is for the Debutante and on occasion the Matrons Ball, which is an annual event. These other user groups should be consulted in regards to this proposal.

The lack of a permanent Art Gallery space in Coonabarabran was noted a number of times during the Community Strategic Plan community forums and is an achievement the arts groups wish to see that will improve the arts and cultural activities in the region. This proposal is a way of testing the success or otherwise of a community operated Art Gallery in Coonabarabran. Letters of support have been provided from numerous groups and are attached for Councillors.

An appropriate incorporated structure duly insured will be required by Council.

RECOMMENDATION

For Council's consideration.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars
Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 6

RECEIVED
05 MAR 2012

BY:.....



16 Robertson Street
COONABARABRAN NSW 2357
www.newengland.tafensw.edu.au
Telephone: (02) 6842 0703
Facsimile: (02) 6842 0710

1st March 2012

Ms Catharina Zwitter
Lot 374 Baradine Road
COONABARABRAN NSW 2357

Dear Catharina

On behalf of Coonabarabran TAFE I am delighted to support the proposed Coonabarabran Cultural Arts and Performance Society (CCAPS) Centre. This will be a great venue for all forms of Art and Culture, allowing a very diverse group of peoples to display and teach their talents.

A centre to accommodate such things as; an Art Gallery, Circle Drumming, Art for Mental Health, Aboriginal Dance will be a wonderful addition to resources in Coonabarabran and I believe will bring more people into our town.

Congratulations to the organising group for their intuition to realise this centre.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Christine Nash'.

Christine Nash
Campus Operations Manager

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars
Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 7



Many Mobs, One Community

Katrina Switzer
Lot 374
Baradine Road
COONABARABRAN NSW 2357

1st March 2012

Dear Katrina,

RE – Support letter for Cultural Arts Performance Society

The Coonabarabran Local Aboriginal Land Council wishes to express its support for the proposal of a Art gallery and Cultural Arts Performance Society in Coonabarabran.

This is a service that is sadly missing in Coonabarabran and we believe it would have a positive impact on the township and region.

Coonabarabran Local Aboriginal Land Council wishes you all the best with your proposal and looks forward to more information as the project progresses. We certainly acknowledge the hard work that goes into setting up such a facility and thank you for taking the initiative.

Yours truly,

A handwritten signature in black ink, appearing to read 'Sherrin Whale', with a long, sweeping tail.

Sherrin Whale
Joint CEO
Coonabarabran Local Aboriginal Land Council



WARRUMBUNGLE SHIRE COUNCIL

**Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars
Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 8**

To Whom it may concern

I am Aboriginal Education Officer (AEO) at Coonabarabran High School.

I met Catherina and David through my role as AEO and as a member of the local Aboriginal Men's Dance Group. Catherina and David were recently invited to participate in a meeting with the Aboriginal Community where they met a number of Elders and up and coming Artists.

In my role as AEO I work with secondary students some of which are young up and coming Artists through Dance and Culture.

I fully support the concept of a proposed local Art Space in Coonabarabran which will allow students to exhibit their artwork and for dancers to express their culture connections through dance.

I feel that there would be strong participation from secondary students and an Arts Space would provide a valuable resource where local Indigenous Artist could express their culture, connection through a range of mediums.

As AEO I have built extensive networks within the Indigenous Community and I am actively involved in the local Indigenous Arts Industry through dance.

Yours faithfully

Will Robinson
Aboriginal Education Officer
Coonabarabran High School

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars
Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 9

4th March 2012

To Whom It May Concern

I am the Coordinator for the Gawambaraay Pilliga Co-Management Committee and Project Manager for the 5th Sculpture, Sculptures in the Scrub, Baradine. I have recently met with Catherina Zwitter and Sandra Alon to discuss a number of up and coming projects in the Arts Industry through these roles.

I recently invited Catherina and David to meet and participate in a local Aboriginal Event held at Burrabeedee. Catherina and David spent time meeting Elders and community members and in particular up and coming Artists. Catherina and David received positive feedback from the community regarding interest in a designated Arts Space to showcase local Aboriginal Art in the areas of Art, dance and poetry.

In my discussions with Catherina and Sandra, I am aware of a proposal for a local Arts Space and would like to express my support for this to occur.

My dealings with Catherina and Sandra have always been of a high professional level and I congratulate them both on the work they have done through TAFE and more broadly the community as it relates to the Arts Industry.

Yours faithfully

Jillian Norton
Co-Management Coordinator
Gawambaraay Pilliga Co-Management Committee
National Parks and Wildlife
Baradine Area Office

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 10

Coonabarabran Arts Council Inc

P O Box 164, COONABARABRAN 2357

President: Aileen Bell
6842 2712
Secretary: Laura Hartley
6842 1168

re: Establishment of an Art Gallery in Coonabarabran

The Arts Council is happy to support the proposal for the establishment of an Art Gallery in Coonabarabran.

Through the years the Arts Council has lobbied for a purpose built facility to exhibit the works of local and visiting artists. Such a facility would place Coonabarabran firmly on the circuit for travelling exhibitions and would provide new opportunities for arts practitioners to create their works in an environment reflective of the value of arts and culture. Previous experiences of forays into the establishment of a gallery have included the fundraising activities, and then the community forums for the location and building of an Arts and Cultural Centre and more recently the support of inclusion of an art space in the proposed Crane Cultural Centre (Warrumbungle Shire Council Chamber Building).

It is our understanding that the initial request of Council is to have an art space that can be used to exhibit the work of Sue Graham, a nationally acclaimed local artist; a commendable and positive action at a personal and professional level. However, this proposal is a short term concept, but the foundation for future planning.

Looking into the future we would like to see a purpose built gallery complex with studios, wet areas, workrooms, a meeting room and various gallery spaces. This facility would provide opportunities for artists to come together and share their experiences while at the same time learning technique.

The Arts Council is currently holding in trust an amount of about \$5000 which was raised to support the building of an Arts & Cultural Centre; these funds may well be made available to support the resourcing of a new gallery facility as a contribution to lighting or hanging equipment.

An Art Gallery in Coonabarabran has the potential to place the town of Coonabarabran on the Arts map; it also has the potential of attracting artists and art lovers and providing opportunities for young people to connect with their culture as Coonabarabran is a culturally rich area with potential to build on indigenous arts.

Yours faithfully,

Aileen Bell

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 11

Page 2 of 3



Country Women's Association of NSW

Incorporated in 1931 by an Act of NSW Parliament

All communications should be directed to the Secretary, Baradine Branch, PO Box 10, BARADINE, NSW 2396
ABN: 82 318 909 926

2 March, 2012

To whom it may concern

I am writing to you on behalf of the Baradine branch of CWA to offer our support for the Coonabarabran Cultural Arts & Performance Society project to establish an art and cultural centre in Coonabarabran Town Hall.

This is a much needed facility that will reinforce the importance of creative arts in community and offer an exhibition space for local artists and performers. This project is an innovative way of employing the arts to improve and strengthen community.

The proposed centre will help to build social capital by connecting artists to community and the general public by having a place to exhibit their work and talents.

We wish the Coonabarabran Cultural Arts & Performance Society every success with this project.

Yours sincerely,

Liz Guttis

Branch Secretary

Pride in our Past – Faith in our Future

3/03/2012

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 12

Baradine & District
Progress Association

Postal address
P.O. BOX 37,
BARADINE. NSW. 2396
Tel/Fax: 02 68 431 166
Mble: 0447 792464
Email: lizcutts@bigpond.com
baradineprogress@bigpond.com
Website: www.baradine.com.au

2 March, 2012

Ms. C. Zwitzer
Coonabarabran Cultural Arts & Performance Society
COONABARABRAN, NSW 2357

Dear Ms. Zwitzer,

I am writing to you to offer our wholehearted support to the Coonabarabran Cultural Arts & Performance Society for their proposed permanent exhibition project to be located at the Coonabarabran Town Hall.

This is a much needed facility that will showcase and highlight the creative talent and skills of district residents. It will provide a focal point and hub for art and performance, as well as generate more interest in the arts generally.

This is a project that would be welcomed by Baradine artists, offering them local exhibition opportunities that they do not currently have available to them.

Our association wishes your organization every success with this project.

Yours sincerely



Ted Hayman
President

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 13

Warrumbungle Arts & Crafts Inc.



Mt Ulamambri,
17300 Oxley Hwy.,
Coonabarabran,
NSW 2357,
1 Mar 2012

The General Manager,
Warrumbungle Shire Council,
John St.,
Coonabarabran,
NSW 2357

Proposed Art Gallery for Coonabarabran.

Dear Mr. S. Loane,

Our association would support the formation of an art gallery in Coonabarabran. Our members are involved in both art and craft work and do not have anywhere to display or sell their works other than a few business houses that allow a limited number of works.

Currently our group rents premises from the Anglican Church which we use as a workshop with limited storage and has facilities such as convenient parking, tables, chairs as well as toilets and kitchen for tea making facilities. We use these premises ten months of the year, December and January being two months not rented. We have been advised that the supper room at the shire hall may be able to be used as a gallery but at a recent general meeting our members were not in favour of its use as an art gallery.

Should council be able to provide premises with similar facilities we would together with other community groups be able to support the gallery both financially and with membership.

Yours faithfully,

A handwritten signature in cursive script, appearing to read "Bruce Breckenridge".

Bruce Breckenridge (Hon. Secretary)

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 14

Mike Myers

From: Mike Myers
Sent: Monday, 5 March 2012 8:05 AM
To: 'jurrassichill@activ8.net.au'
Subject: FW: re: CCAPS

Hi Catherina,

As per our discussion, I have shared the idea of the art gallery and a culture, arts and performance society with several of the agencies I have been connecting with across the Shire. Everyone I have discussed this with has indicated a need for this within the community. Whilst the initiative is still in the developmental and idea stage, the initiative definitely has some key points that will benefit the whole of the community, and with a special emphasis on youth.

- Public gallery for the exhibiting of youth art pieces after community youth art workshops. Allowing the community to share in the showcasing of youth art builds a capacity through pride and ownership. The ripple effect flows into the wider community, with youth exploring opportunities for their own development and engagement into community, utilising the medium of art as conduit.
- Possible opportunities to tap into existing and ongoing art classes for young people not currently engaged in education. The High school system has an amazing art program, and encourages self development. However, young people not within the schooling environment are unable to access
- Art based therapy opportunities across a variety of health and community services, including mental health, disabilities, rehabilitation, anger management, and social disorders (aspergers, attention deficit disorder).
- Building of relationships through art , connecting with community and people not normally within social circles of young people.
- Drumming circles are a

Obviously the need for policies around young people becoming involved, and how volunteers and society members would interact with young people should be a priority, as is the process for ownership and capacity building of the wider community. Whilst I support the concept you have discussed with me, my capacity within my role as Youth Development Officer will be directed by Warrumbungle Shire Council, and i need to ensure that there is equity across the shire in terms of youth service delivery.
Good luck with your submission on Monday.

Cheers

Mike

Hi Catherina,

As per our discussion, I have shared the idea of the art gallery and a culture, arts and performance society with several of the agencies I have been connecting with across the Shire. Everyone I have discussed this with has indicated a need for this within the community. Whilst the initiative is still in the developmental and idea stage, the initiative definitely has some key points that will benefit the whole of the community, and with a special emphasis on youth.

- Public gallery for the exhibiting of youth art pieces after community youth art workshops. Allowing the community to share in the showcasing of youth art builds a capacity through pride and ownership. The ripple effect flows into the wider community, with youth exploring opportunities for their own development and engagement into community, utilising the medium of art as conduit.
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WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 15

- Art based therapy opportunities across a variety of health and community services, including mental health, disabilities, rehabilitation, anger management, and social disorders (aspergers, attention deficit disorder).
- Building of relationships through art , connecting with community and people not normally within social circles of young people.
- Drumming circles are a powerful communication tool, having witnessed many drumming circles whilst working for Logan City Council. I had included the possibility of drumming circles within my 12 month action plan for the Youth Development Program, and would love to work with you on this particular project!

Obviously the need for policies around young people becoming involved, and how volunteers and society members would interact with young people should be a priority, as is the process for ownership and capacity building of the wider community. Whilst I support the concept you have discussed with me, my capacity within my role as Youth Development Officer will be directed by Warrumbungle Shire Council, and I need to ensure that there is equity across the shire in terms of youth service delivery. I am happy to provide support in the development of policies and processes involving youth of the shire.

Good luck with your submission on Monday.

Cheers

Mike

Mike Myers

Youth Development Officer
Warrumbungle Shire Council
Ph: 02 6849 2222
Mb: 0428 248 687
Email: Mike.Myers@warrumbungle.nsw.gov.au

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WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 16

1.5 Staff Awards First Quarter 2012

Nominations for the first quarter Staff Awards closed on the 28 February 2012.

This quarter there was one staff member nominated therefore the nominees from the last quarter were rolled over as per the guidelines. The nominations were received and considered against the criteria at MANEX. After short listing and long discussions MANEX have recommended that Joanne Player, Receptionist based in Coonabarabran be awarded a Warrumbungle Council Employee Excellence in Achievement Award.

Council and Staff congratulate Joanne Player on her nomination and subsequent award.

The following nominations were received and considered and congratulations are extended to these dedicated staff members:

- Dave Smith
- Bianca Dumas
- Frances Perry
- Paul Baker

RECOMMENDATION

That Council accepts the recommendation from MANEX and presents Joanne Player with a Warrumbungle Council Employee Excellence in Achievement Award.

1.6 Brick Bat's & Bouquet's

Flying of the Aboriginal Flag at Council Chambers

On the 29 February 2012, a letter was received from Sherrin Whale and Narelle Andrews of the Coonabarabran Local Aboriginal Land Council, expressing appreciation.

High Ethical Standards Displayed

On the 12 February 2012, a letter was received by Council from Mrs Lyn Jones, expressing her gratitude towards a Council staff member, Tony Arndell.

Mrs Lyn Jones lost her purse in the vicinity of the main shopping centre in Coonabarabran. The purse contained cash and personal items. Mrs Jones received a call an hour after losing her purse, informing that her purse had been found.

Mrs Jones has expressed her gratitude towards the fact that Tony was honest enough to pick the purse up and leave it in tact as well as making the time and effort to ensure that the purse was returned to its rightful owner.

Mrs Jones wishes to place the act of kindness on record and acknowledge Tony Arndell's honesty.

Tony Cole, Coonabarabran VRA Training Officer & Deputy Captain

An email was received on 1 March 2012 from The PR Edge, announcing that Tony Cole will grace the cover of this year's Dubbo White and Yellow Pages, which commences distribution in the wider Dubbo region on 3 March 2012.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 17

Tony Cole's selection under the theme '*A Helping, The Aussie Way*' recognises Tony's 23 years of service to the community through the Coonabarabran Volunteer Rescue Association (VRA) and successful decade-long effort to build the local VRA a new base.

Council congratulates Tony Cole on this attainment.

RECOMMENDATION

For Council's information.

1.7 March 2012 Report from Manager Human Resources

The **organisation re-structure** is moving forward, and HR is continuing to consult staff and to review all positions for presentation to Manex and the Consultative Committee to keep momentum going.

Preparation of the **Workforce Management Plan** is progressing steadily, with preliminary data analysis currently underway. Additional staff comment and contributions will be sought in the near future, including Managers and Manex, to ensure the WMP is closely aligned to Council's strategic objectives and Delivery Plan whilst addressing the relevant challenges. HR is also working with staff involved in other aspects of the Integrated Planning and Reporting process to contribute relevant data and information.

Managers are scheduled to meet individually with the consultant preparing Council's **Business Continuity Plan** next week. The Workplace Health and Safety Officer has been busy coordinating the return of data to the consultant in preparation for this visit.

The new **Work Health & Safety Act 2011** necessitated additional training for staff identified as "officers" of Council with regard to their additional responsibilities under this legislation. Other staff will have training scheduled shortly. A number of policies will be reviewed to ensure compliance over the next few months, as resources permit.

Installation and implementation of the new human resources information system **Authority** has been delayed. The Director Corporate Services and Acting Manager Human Resources are pursuing Civica to progress this matter as soon as possible. A teleconference is scheduled for Friday, 9 March 2012 to confirm the implementation plan and timeline. The delays have necessitated the more time consuming manual preparation of data for the Workforce Management Plan; HR staff are working hard to overcome this setback.

Recruitment

Since the February Council Meeting three positions have been successfully filled:

- Manager Water & Sewerage Services – Re-advertised External
- Director Environmental & Community Services
- Streetsweeper – Internal

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 18

There are eight positions currently advertised:

- Manager Road Contracts & Private Works - Internal
- Manager Asset & Design - Internal
- Manager Communication & IT - Internal
- Manger Property & Risk - Internal
- Manger Environmental Innovations - Internal
- Manager Regulatory Services - Internal
- Senior Purchasing Officer- Internal
- Trainee Plant Operator Coolah- Internal

The following positions have closed, and the selection process is underway:

- Plumber Coolah – Re-advertised External
- Plumber Dunedoo –External
- Grader Operator Coolah – External
- Pre-school Teacher -External

RECOMMENDATION

For Council's information

1.8 Learning & Development - Human Resources

Our new Trainees are now progressively receiving their learning modules TAFE and have commenced their initial assignments. All Trainees have been matched to a Mentor who participated in the Mentoring Program conducted in January. All comments to date have been very positive.

A new Training Plan for the Warrumbungle Shire Council for 2012/2013 is being established at present and this will be used to compile a budget estimate for the next financial year. The Plan will include all legislative training requirements as well as individual staff training needs. To ascertain the training needs of staff a series of workplace visits with managers and supervisors and their staff are being carried out. Training will be assessed on a priority basis which takes into consideration the competency needs (our form 19) of each member of staff, followed by succession planning and career development.

Following the Work Health and Safety Workshop for Warrumbungle Shire "officers" it is anticipated that further workshops will be arranged for all other staff. These workshops will be necessary for us all to gain an understanding of the key differences from the old OH&S Act and what is now in the new Work Health and Safety Act. It is hoped that these workshops can be carried out early in the new financial year.

Indications to date show that the Organisation Change Management Workshops conducted in February were very well received by Staff.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 19

Written comments and suggestions are very positive, indicating that the course content and presenter were excellent. Barry Smith of Central Human Resources provided an enlightening insight into the changing world of local government, with many staff requesting further training in preparation for their future.

Training has been arranged for all frontline customer service staff in "Outlook". Outlook was introduced to the organisation in October 2011. The benefit of this training is for staff to gain a good understanding of how to use their community calendar, emails system and task register. The General Manager has introduced the use of the community calendar to ensure good communications throughout the organisation and it is important that all frontline staff become familiar with it to ensure all events and meetings are recorded.

The Learning and Development Coordinator will be attending a course which is being hosted by the Moree Plains Shire Council - Return on Investment (ROI) - on 8 March 2012.

This course will provide a valuable opportunity to learn the concepts of ROI to measure the effectiveness of all our training interventions.

The Workshop will cover:

- What is ROI and what are the benefits and challenges of using ROI analysis;
- ROI Methodology and critical success factors;
- ROI target options;
- Measuring effectiveness (including evaluation planning, criteria for selecting levels to evaluate, hard and soft data and data collection tools);
- Understanding the return your organisation seeks; and
- Writing a business case and presenting this case to your decision makers.

RECOMMENDATION

For Council's information

.....
STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn,
Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 20

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

Dear Sir

DIRECTOR OF CORPORATE SERVICES

ANNEXURE 2

2.1 Bank Reconciliation - Month Ending 29 February 2012

BALANCE PER BANK ACCOUNT

Bank	Balance
<u>General</u>	
Commonwealth	1,461,139.80
Westpac	872,795.46
NAB	308,828.28
Commonwealth Rates	670.00
Total - General	2,643,433.54
<u>Trust</u>	
Commonwealth	168,586.01
Westpac	-
Total - Trust	168,586.01
<u>Investments</u>	
Securities	6,500,000.00
IBD	7,541,861.12
Total Investments	14,041,861.12
Total All Bank Accounts	16,853,880.67
<i>Add:</i>	
Outstanding Deposits - General	66,021.88
Outstanding Deposits - Trust	102.20
<i>Less:</i>	
Unpresented cheques - General	231,651.93
Unpresented cheques - Trust	8,035.40
Balance adjusted for outstanding deposits & unpresented cheques (Final Bank Balance)	16,680,317.42

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn,
Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 21

BALANCE PER GENERAL LEDGER

Bank	Account Number	Balance
General Fund	5410-3000-0001	2,477,803.49
Trust Fund	9000-3000-0000	160,652.81
Investments - General	5220-3001-3001	5,941,861.12
Investments - General	5220-3001-5001	3,119,147.67
Investments Movement Account - General	5220-3003-0000	61,882.30
Investments non-current - General	5220-4701-0000	-
Investments - Water Fund	7085-3001-0001	2,355,105.23
Investments Sewerage Fund	8085-3001-0001	2,563,864.80
Total per General Ledger		16,680,317.42

Variance between Final Bank Balance and General Ledger		-
---	--	----------

Notes:

- (1) Outstanding deposits refers to cash amounts recorded in the Council's general ledger that have not yet been deposited at the bank. eg. Direct debit authority receipted in cashbook but not deposited in the physical bank account until the next day.
- (2) Un-presented cheques refers to cheques that have still not been cashed by the cheque recipient but are recorded as being paid in the Council's general ledger.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 22

Investments Report

Summary

As required by Clause 212 of the *Local Government (General) Regulation 2005*, the details of all monies invested by Council under Section 625 of the *Local Government Act 1993* are set out below:

During the month of February Council invested a total of \$250k into the NAB at Call account, and \$750k into a NAB Term Deposit for 90 days. On 22 February 2012, Council transferred \$208,138 back into the operating account from its NAB At Call Account to meet daily operating expenses. Further details on investment securities and term deposits held by council as at 29 February 2012 can be found below.

Investment Securities

Council currently holds the following investment securities.

Bank	Purchase Price	Indicative Bid	Valuation based on indicative bid as at 29 February 2012	ISIN Number	Lodgement date	Maturity Date	Rating	Coupon Payments
Dandelion Westpac	1,000,000	92.50%	925,000	AUFN0004693	19.12.2007	21.12.2012	AA-	0%
Bendigo Bank - Westpac	500,000	98.50%	492,500	AUFN0003810	22.08.2007	21.09.2012	BBB+	5.57%
ANZ CPPI Asprit II	800,000	93.79%	750,320	CPPISAMAF02	30.09.2009	30.03.2013	AA-	0%
ANZ CPPI - Asprit I	500,000	95.40%	477,000	CPPISAMAF01	30.09.2009	23.11.2012	AA-	0%
FIIG All Seasons CPPI Note	1,500,000	84.00%	1,260,000	AU300SEKA021	29.08.2008	29.08.2014	AA+	0%
Averon CPP Ltd Aver	700,000	85.00%	595,000	AU300AVER012	30.09.2009	20.06.2013	AA+	0%
Octagon Ltd Linked	1,500,000	77.00%	1,155,000	XS023170158	25.10.2005	30.10.2015	AAA	0%
Total:	6,500,000		5,654,820					

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 23

Security	Details
Dandelion Westpac	AA- rated investment that no longer pays coupons. Bid price well below fair value. Low Risk.
Bendigo Bank - Westpac	Sub debt likely to called in Sept this year. If not, could be extended by 5 years (unlikely). Bank recently upgraded by S&P to A-
ANZ CPPI Asprit II	Zero coupon investment backed by ANZ. Bid is below fair value, despite 1 year to maturity. Likely pay small amount above 100
ANZ CPPI - Asprit I	Zero coupon investment backed by ANZ. Bid is below fair value, despite 9 months to maturity. Likely pay small amount above 100
FIIG All Seasons CPPI Note	Council is essentially holding a Swedish Export Bond rated AAA. Will pay \$4 above par at maturity. Bid price well short of fair value.
Averon CPP Ltd Aver	Ultimate credit risk rests with General Electric Capital Corp Australia, rated Aa2 by Moodys (parent AA+).
Octagon Ltd Linked	Backed by International Bank for Reconstruction & Development rated AAA. Few concerns if any. Bid well below fair value. Low risk.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 24

Term Deposits

Council currently holds the following term deposits.

Bank	Current Investment	Opening Balance	Buy/(Sell)	February Interest	Closing Balance	Lodgement date	Maturity Date	Rating	Current Yield
NAB #	750,000	-	750,000	934	750,934	21.02.2012	20.05.2012	AA-	5.70%
Suncorp Metway 4/10	1,000,000	1,007,574	-	4,790	1,012,364	16.12.2011	16.03.2012	A+	6.00%
Suncorp Metway 5/10	750,000	755,680	-	3,593	759,273	16.12.2011	16.03.2012	A+	6.00%
NAB Cash Maximiser #	1,541,861	1,645,533	41,861	7,015	1,694,409	At Call	At Call	AA-	5.38%
Suncorp Metway 8/10 ^	1,000,000	1,004,438	-	4,775	1,009,213	04.01.2012	04.04.2012	A+	6.00%
Suncorp Metway 9/10 ^	1,000,000	1,004,438	-	4,775	1,009,213	04.01.2012	04.04.2012	A+	6.00%
Suncorp Metway 10/10	1,500,000	1,512,105	-	7,045	1,519,150	12.12.2011	14.05.2012	A+	5.88%
Total:	7,541,861	6,929,768	791,861	32,927	7,754,557				5.81%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 25

Performance Benchmarking

Council currently benchmarks its investment performance against the 3 month Bank Bill Swap Reference Rate (BBSW) as per Council's investment policy. The February BBSW 3 month rate was 4.37%. Council's term deposits returned an average rate of 5.81% for the month of February, outperforming Council's benchmark. All of Council's investment securities except for one security held with Bendigo Bank (AUFN0003810) are not currently paying coupons although several investments are expected to be redeemed at higher than original purchase price. Council's investment securities underperformed against Council's benchmark.

Certification of Responsible Accounting Officer

I hereby certify that the investments listed in the report above have been made in accordance with Section 625 of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's Investments Policy.

RECOMMENDATION

That the Bank Reconciliation and Investments Report for the month ending 29 February 2012 be received and noted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday,
15 March 2012 commencing at 9.00am

Page 26

2.2 Rates and Charges Collection Report up to and Including 29 February 2012

Rate/Charge Type	Rate Arrears 2010/11	2011/2012 Levy	Pensioner Write Off	Abandoned	Rate Arrears & Net Levy	Total Payments To Date	Total Outstanding 2011/2012	Collection % 2011/2012	Total Arrears as at EOM	Outstanding Rates and Annual Charges %
General	599,380	6,685,082	165,909	8,911	7,109,642	4,890,695	2,218,947	69%	946,483	14.16%
Water	187,283	1,281,480	73,237	14,334	1,381,191	906,403	474,788	66%	355,273	27.72%
Sewerage	256,709	1,180,000	52,325	3,367	743,945	560,773	183,172	75%	466,156	39.50%
Garbage	143,771	1,436,415	104,248	8,495	1,467,444	999,524	467,919	68%	234,060	16.29%
Total Rates and Annual Charges	1,187,143	10,582,977	395,718	35,107	10,702,222	7,357,395	3,344,827	69%	2,001,973	18.92%
Water Consumption	321,384	878,865	-	24	760,798	500,133	260,665	66%	-	-
Sewer Consumption	35,110	291,182	-	-	77,036	47,375	29,661	61%	-	-
Total Water Supply Services	356,494	1,170,047	-	24	837,834	547,508	290,326	65%	-	-
Legal Fees	143,961	58,174	-	13,731	188,404	59,296	129,108	31%	168,631	
Transaction Fees	4,540	325	-	2,848	2,018	458	1,560	23%	1,589	
Interest	181,037	111,403			292,440		292,440	0%	-	
Grand Total	1,873,176	11,922,925	395,718	51,710	12,022,917	7,964,657	4,058,260	66%	2,172,193	18.22%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 27

Note 1: The outstanding rates and annual charges ratio as at 29 February is **18.22%**. This rate is significantly higher than last month due to the third rates instalment falling overdue on 29 February 2012. The underlying amount of overdue rates once the third instalment amount in arrears (\$556k) is removed is **13.6%**.

Note 2: The levy figures for water and sewer consumption and sewer charges are year end estimates, not actual amounts billed as at 29 February 2012.

Note 3: The outstanding figures for sewer consumption, water consumption and sewerage rates and charges need to be viewed in total as Council's finance systems is currently grouping a majority of the arrears amounts for these items under sewer consumption.

RECOMMENDATION

For Council's information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 28

2.3 Bank Signatories

The current Council Policy Operational 2.7 Bank Signatories Policy is as follows:

‘That the authorised signatories to Council’s bank accounts be any two of the General Manager, Director Corporate Services, Manager of Finance, Manager Administration and Senior Expenditure Officer.’

In view of the new Organisational Structure adopted by Council (December 2011), a new Bank Signatories Policy is proposed as follows:

‘That the authorised signatories to Warrumbungle Shire Council’s bank accounts be any two of the General Manager, Director Corporate Services, Chief Financial Officer, Manager of Finance, Assistant to Manager Finance and Project Accountant.’

Trust and Operating or Working Bank Accounts are currently held at the Commonwealth, Westpac and National Australia Bank and Council have Term Deposits with various financial institutions. Signatories refers to both hand written and electronic.

RECOMMENDATION

That the authorised signatories to Warrumbungle Shire Council’s bank accounts be any two of the General Manager, Director Corporate Services, Chief Financial Officer, Manager of Finance, Assistant to Manager Finance and Project Accountant.

2.4 Coonabarabran Racecourse – Trust and Licence Agreements

NSW Department of Primary Industries Crown Lands Division have written to Council advising that a new trust tenure system has identified three (3) Crown Reserve Trusts have been established for three (3) separate Crown Reserves within the Coonabarabran Racecourse reserve.

Currently as shown on the following map (Annexure ‘A’) the three (3) separate Reserve Trusts and Crown reserves are:

1. Coonabarabran Racecourse Reserve Trust (R47760) for Reserve 47760 for Racecourse being part Lot 125, DP 753378.
2. Coonabarabran Racecourse Reserve Trust (R46646) for Reserve 46646 for Racecourse being Lot 253, DP 753378.
3. Coonabarabran Recreation Trust (R96929) for Reserve 96929 for Public Recreation being Part Lot 125, DP 753378.

Crown Lands Division wish to consolidate the management over these three (3) Reserves into one (1) Reserve Trust.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 29

Crown Lands have requested that Council respond in writing before 31 March 2012, of Council's agreement to:

- a. Dissolving Coonabarabran Racecourse Reserve Trust (R46646) and Coonabarabran Recreation Trust (R96929).
- b. Coonabarabran Racecourse Reserve Trust (R47760) being appointed trustee of Reserve 46646 for Racecourse (notified 231 May 1911) and Reserve 96929 for Public Recreation (notified 26 August 1983).

The following map (Annexure 'B') shows the current licence agreements; dated 15 December 2004 for a period of ten (10) years as approved by the Minister administering the Crown Lands Acts and Trustee 'Licensor'. These licence agreements are not 'exclusive use' agreements and Council may provide with approval from Crown Lands similar agreements to other user groups. These Licence Agreements between Warrumbungle Shire Council as trustee will remain effective for Coonabarabran Jockey Club (for part Reserve 47760 and whole of Reserve 46646) as shown on map as areas 'A' and Coonabarabran Pony Club (for part Reserve 47760 and whole of Reserve 96929) as shown on map as areas 'B'.

The Coonabarabran Jockey Club has sub-let part Reserve 47760 to the Riding for Disabled – Coonabarabran Group (RDA) shown on map as area 'C'. Crown Lands has no record or agreement to this sub-lease as per part (iv) of the Licence Agreement which states '*The licensee shall not sublet, assign or otherwise deal with the demised premises without the consent of the Licensor and the Minister administering the Crown Lands Acts.*'

In addition, Council has had representations made from the Coonabarabran Horse and Rider Club seeking a formal licence agreement for Public Liability insurance purposes. The North West Equestrian Expo would also be eager to have 'approved' use for the areas they utilise during the Expo events. A clean up of the RDA agreement could be achieved at the same time.

After discussions with the Crown Lands office in Dubbo, it is proposed that Council facilitate a meeting to update the Licence Agreements for Coonabarabran Racecourse Reserve Trust (R47760). Interested parties would include; Coonabarabran Jockey Club, Coonabarabran Pony Club, Coonabarabran Horse and Rider Club, North West Equestrian Expo, Riding for Disabled – Coonabarabran Group, the Warrumbungle Eventing Club and Coonabarabran Local Aboriginal Lands Council.

RECOMMENDATION

That Council agree to the NSW Department of Primary Industries, Crown Lands Division to:

- a. Dissolving Coonabarabran Racecourse Reserve Trust (R46646) and Coonabarabran Recreation Trust (R96929);
- b. Coonabarabran Racecourse Reserve Trust (R47760) being appointed trustee of reserve 46646 for Racecourse (notified 231 May 1911) and Reserve 96929 for Public Recreation (notified 26 August 1983),

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 30

and formally advise of decision as per request by 31 March 2012 **FURTHER** that Council as Trustee of the Coonabarabran Racecourse Reserve Trust (R47760) facilitate a meeting of current and interested groups to update user Licence Agreements as required with Coonabarabran Horse and Rider Club, North West Equestrian Expo, Riding for Disabled – Coonabarabran Group and the Warrumbungle Eventing Club.

2.5 Memorandum of Understanding – Licence Number 195178

In 1993, the then Minister administering the Crown Lands Act had granted a licence over land adjoining the Coonabarabran Showground to the Coonabarabran Showground Trust who permitted access and use to the Coonabarabran Pony Club, as the most consistent user of the licence area.

On 17 June 1996, the area known to the Gamilaraay people of Coonabarabran, as ‘the Showground Camp’ was subject to a native title application pursuant to the Native Title Act (1993) which encompassed the licence area, being both Lots 1 and 2, DP1079661. ‘*In resolving the issues that arose from the native title claim in a spirit of goodwill and cooperation*’ the parties involved agreed to sign a Memorandum of Understanding which was approved by the Minister Assisting the Minister for Natural Resources (Lands). This MOU, established on 22 December 2001 was between the Coonabarabran Local Aboriginal Lands Council, Coonabarabran Pony Club, Coonabarabran Showground Trust and Warrumbungle Shire Council.

The land covered by the MOU as shown in the attached map Licence Number 195178 (Annexure ‘C’) being Lot 2, DP1079661. The MOU enables the Aboriginal community and the general public access without restriction on non event days.

There are now additional consistent users of this area of land such as the Coonabarabran Horse and Rider Club, North West Equestrian Expo, Riding for Disabled – Coonabarabran Group and the Warrumbungle Eventing Club; with permanent cross country jumps installed. It is proposed that an addendum of agreed users or inclusion of new parties to the MOU is created in consultation and by agreement of current MOU members to provide for Public Liability insurance purposes of those groups who use the area.

RECOMMENDATION

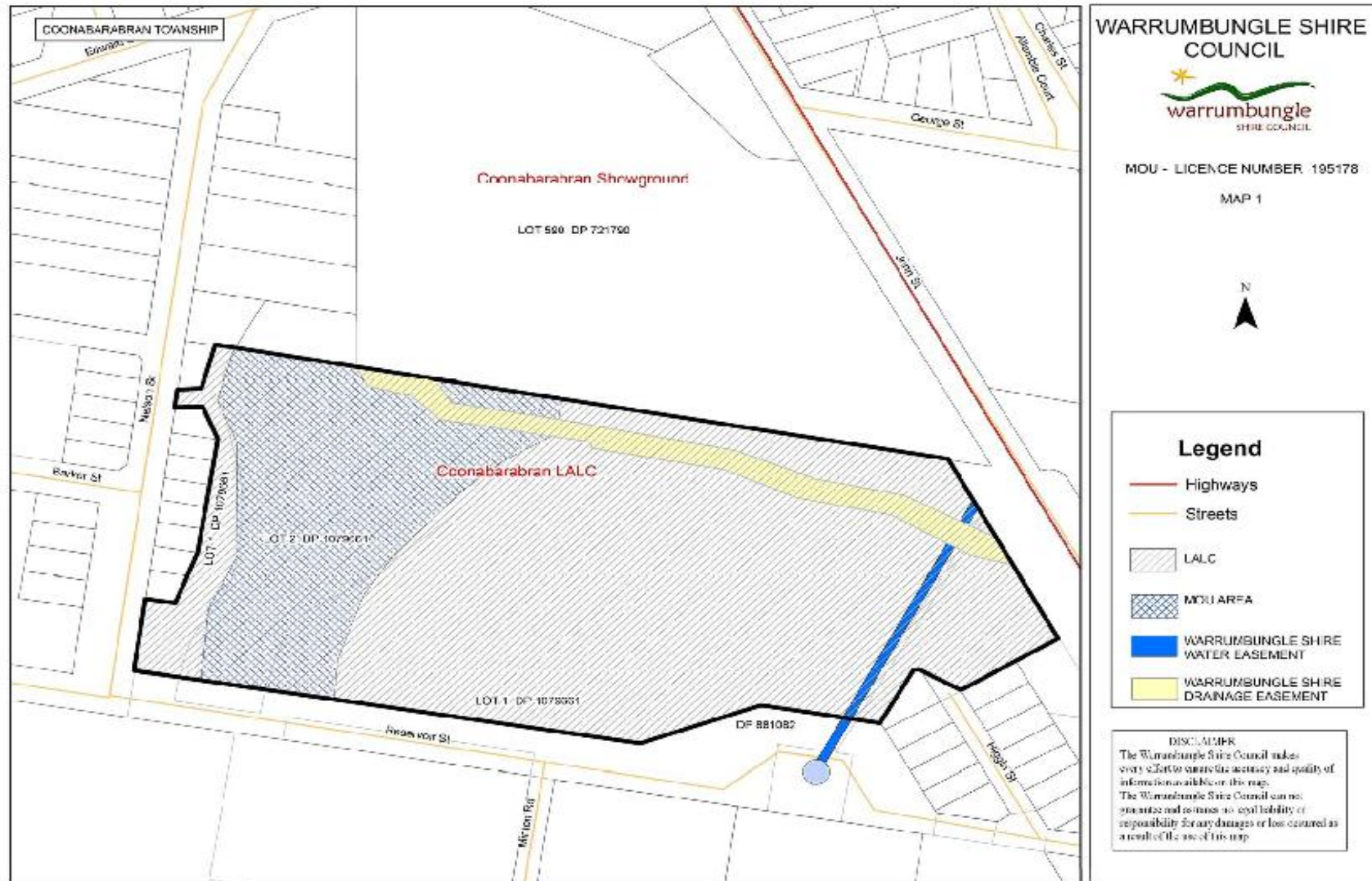
That as a member of the MOU for Licence Number 195178, Council facilitates a meeting of the MOU members; being Warrumbungle Shire Council, Coonabarabran Showground Trust, Coonabarabran Pony Club and the Coonabarabran Local Aboriginal Lands Council to accommodate formally other users of Lot 2, DP1079661; being Coonabarabran Horse and Rider Club, North West Equestrian Expo, Riding for Disabled – Coonabarabran Group and the Warrumbungle Eventing Club.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 31

Annexure 'C'



WARRUMBUNGLE SHIRE COUNCIL

**Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn,
Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am**

Page 32

.....
REBECCA RYAN
DIRECTOR OF CORPORATE SERVICES

WARRUMBUNGLE SHIRE COUNCIL

**Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars
Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 33**

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

Dear Sir

Attached is my report for consideration by Council

ACTING DIRECTOR OF ENVIRONMENTAL SERVICES ANNEXURE 3

3.1 Reclassification of Council Owned Lands LEP

Background

Further to Council's consideration of the outcomes of the Public Hearing report to the February 2012 meeting in regard to the proposed reclassification of 21 sites of Council owned land from community to operational, the final Planning Proposal is submitted for Council's formal endorsement.

Issues

In accordance with the provisions of the Environmental Planning and Assessment Act 1979 and Local Government Act 1993, a comprehensive process has been followed with the view of reclassifying a number of properties within Council's land portfolio from community to operational land classification. A summary of the key stages of this reclassification process are detailed as follows:

- The preparation of a detailed draft planning proposal justifying the need and reasons for the proposed land reclassification;
- Submission of the draft planning proposal to the NSW Department of Planning and Infrastructure (NSW DP&I) requesting LEP gateway determination;
- Public exhibition of the draft planning proposal and corresponding request for community and government agency comment in accordance with the terms and conditions of the gateway determination notice;
- Review of feedback made in response to the exhibition phase of the proposal and corresponding reporting to Council;
- Two (2) public hearings being conducted by an Independent Chairperson;
- A Public Hearing report being prepared and subsequently reviewed in detail by Councillors.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 34

Council is now at the latter stages of the reclassification process. Pursuant to the provisions of the Environmental Planning and Assessment Act 1979, to enable this matter to progress to finalisation it is now necessary to formally endorse the draft planning proposal and incorporate any required changes prior to submitting the documentation to the NSW Department of Planning & Infrastructure with a formal request for the making of the LEP amendment(s).

A copy of the final Planning Proposal report is attached under separate cover for the information of Council. It should be noted that some minor amendments have been made to land descriptors as required under the NSW Department of Planning & Infrastructure's gateway determination process following review of the available title deeds. Some title descriptors do, however, require further investigation and analysis in conjunction with Council's legal counsel, however, these investigations are of a peripheral technical nature only and will not preclude Council's consideration and endorsement of the Planning Proposal.

Subject to Council's formal endorsement of the planning proposal, in order to enable any encumbrances on the subject land(s) to be removed, it is also necessary for a corresponding request be forwarded to the NSW Department of Planning & Infrastructure requesting the removal of any unnecessary or redundant title restrictions (including identification of interests to be discharged) affecting the land(s). The ongoing existence of such interests may inhibit the future use of the land and an opportunity exists for these matters to be resolved as part of the LEP making process. Some external assistance will be required from Council's legal counsel in this regard and it is intended that the matter be addressed in liaison with the NSW Department of Planning and Infrastructure's regional office and legal services branch. This process will also enable any anomalies existing in land descriptors mentioned above to be promptly rectified.

Conclusion

It is considered that a robust community consultation process has been followed and Council is now in a position to finalise this matter. Council staff will continue to keep Councillors informed as to progress.

RECOMMENDATION

- (a) Council adopt the Planning Proposal Report dated March 2012 for the proposed reclassification of twenty one (21) sites of Council owned land from "community" to "operational" as exhibited, subject to any required amendments to legal title descriptions.
- (b) The NSW Department of Planning & Infrastructure be furnished with a copy of the final adopted Planning Proposal and be requested to make the environmental plan(s).
- (c) Participants of the Public Hearing and current asset users be notified in writing of Council's decision.
- (d) Public notice be given upon gazettal of the local environmental plan(s).

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 35

3.2 Warrumbungle Shire Local Heritage Fund 2011-2012

Summary

In August 2011 council resolved in Minute 83/1112 to establish a supplementary vote of \$10000 to establish a local heritage fund where local heritage building owners were able to access funding based on 1/3 contribution from owners/heritage office and Council to assist in preserving the shires heritage assets.

Council recently wrote to the owners of private items that have been listed as local heritage items and invited them to apply for a grant from Council's Local Heritage Fund. These grants are to assist with conservation and restoration work. It is recommended that the grants be allocated from the fund based on the recommendations provided by Council's Heritage Advisor.

Discussion (including issues and background)

In a letter dated 6 February 2012 Warrumbungle Shire Council wrote to owners of private properties listed in the Warrumbungle Shire Local Environmental Plan heritage schedule. Letters were not sent for items located on land owned by State Government, Council, or a public authority (eg railway land).

The letter indicated that grants of up to \$2,000 were available from the Warrumbungle Shire Local Heritage Fund to assist owners undertake conservation and maintenance works on heritage buildings and places. Owners are required to at least match Council's contribution.

Council has established a budget of \$18,500.00 for its Local Heritage Fund. If Council manages the fund in accordance with the requirements of the Heritage Branch Department of Planning, that agency will reimburse up to \$8,500.00 via a grant at the end of the financial year. One of the key requirements is that the fund be dispersed with regard for the recommendations of Council's Heritage Advisor.

Nine applications for grants were received relating to the following places:

Baladonga Homestead, Coolah
Baradine CWA Rooms
Cobbora Hall
Cobborah Homestead
Leadville Anglican Church (former)
Oban Homestead, Coolah
Old Granby Inn, Mendooran
Coonabarabran Prisoner of War Control Centre (former)
St Mary's Catholic Church, Mendooran

Warrumbungle Shire Council's Heritage Advisor, Ray Christison of High Ground Consulting, evaluated the applications and has recommended that the grants be dispersed as shown in the table below:

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 36

Property	SHI No.	Applicant	Works	Cost	Request	Recomm - ended
Baladonga Homestead	0094	Henry Thompson	Replaced termite damaged bearers & floorboards	\$20,000.00	\$2,000.00	\$2,000.00
Baradine CWA Rooms	1118	Liz Cutts, CWA NSW	Replace termite damaged elements & install safety rails	\$3,697.00	\$1,800.00	\$1,800.00
Cobbora Hall	0183	Penny Stevens	BCA compliance & conservation of artefacts	\$3,325.00	\$1,662.50	\$1,662.50
Cobbora Homestead	0180	Mark & Sally Dent	Preventative maintenance & conservation	\$5,000.00	\$2,000.00	\$2,000.00
Leadville Anglican Church (former)	0040	Sara & Todd Fergusson	Earthworks to direct water away from building	\$4,500.00	\$2,200.00	\$2,000.00
Oban Homestead	0099	Christopher Hallett	Clear cellar & install drainage to minimise rising damp	\$3,700.00	\$1,850.00	\$1,850.00
Old Granby Inn	-	S S Seachange P/L	Stabilise historic inn buildings	\$10,000.00	\$2,000.00	\$2,000.00
Coonabarabran Prisoner of War Control Centre	1111	Craig Hynds	Initial works to stabilise & secure building	\$30,000.00	\$2,000.00	\$2,000.00
St Marys Catholic Church	0128	Fr Carl Mackinder	Paint exterior timberwork & interior of church	\$5,962.00	\$2,000.00	\$2,981.00
				\$86,184.00	\$17,512.50	\$18,293.50

Relevant Reference Documents:

Warrumbungle Shire Draft Local Environmental Plan.

Warrumbungle Shire Local Heritage Fund Guidelines 2011-2012

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 37

Financial Implications:

There is an established budget of \$18,500.00 for the Local Heritage Fund. At the end of the financial year it is expected that Council will receive a grant of up to \$8,500.00 from the Heritage Branch, Office of Environment & Heritage.

RECOMMENDATION

That Council offer funding to those owners of heritage items listed in the following table subject to the owners matching Council's offer with their own funding on at least a dollar for dollar basis:

Property	SHI No.	Applicant	Works	Cost	Request	Recomm - ended
Baladonga Homestead	0094	Henry Thompson	Replaced termite damaged bearers & floorboards	\$20,000.00	\$2,000.00	\$2,000.00
Baradine CWA Rooms	1118	Liz Cutts, CWA NSW	Replace termite damaged elements & install safety rails	\$3,697.00	\$1,800.00	\$1,800.00
Cobbora Hall	0183	Penny Stevens	BCA compliance & conservation of artefacts	\$3,325.00	\$1,662.50	\$1,662.50
Cobbora Homestead	0180	Mark & Sally Dent	Preventative maintenance & conservation	\$5,000.00	\$2,000.00	\$2,000.00
Leadville Anglican Church (former)	0040	Sara & Todd Fergusson	Earthworks to direct water away from building	\$4,500.00	\$2,200.00	\$2,000.00
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Old Granby Inn	-	S S Seachange P/L	Stabilise historic inn buildings	\$10,000.00	\$2,000.00	\$2,000.00
Coonabarabran Prisoner of War Control Centre	1111	Craig Hynds	Initial works to stabilise & secure building	\$30,000.00	\$2,000.00	\$2,000.00
St Marys Catholic Church	0128	Fr Carl Mackinder	Paint exterior timberwork & interior of church	\$5,962.00	\$2,000.00	\$2,981.00
				\$86,184.00	\$17,512.50	\$18,293.50

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 38

3.3 Change of Road Name and Rural Addressing

A problem arose when two existing roads were renamed Warrumbungle Way a number of years ago. Prior to Council amalgamation the Coolah Shire had completed rural addressing with the Warrumbungle Way previously called Cassilis Road and the Binnaway Road.

Rural Address numbers radiated out from Coolah on both these roads.

With the renaming of the road an anomaly occurred where two numbers that should be less than a kilometre apart are in fact 32 kilometres apart.

Council previously determined that a letter was to be sent to the nine residents on the southern portion of Warrumbungle Way (old Cassilis Rd) asking for suggestions on a name change. The residents were surveyed and only two responses have been received with one respondent proposing the name Cassilis Road and the other suggesting to make Warrumbungle Way plural and include the word South to the road name to create a road name of "South Warrumbungles Way"

Both these road name suggestions have issues including the following:

1. The suggestion Cassilis Rd breaks the Rural Addressing guideline of not having town names as road names which prevents confusion when people at either end of a road describe the road differently, ie the people at the Cassilis end of the road would refer to the road naturally as the Coolah Road while people at the Coolah end refer to it as the Cassilis Road.
2. This suggestion Warrumbungles Way South may create confusion with Emergency Services as well as having a name change for the Upper Hunter Shire Council area as it is presently called Vinegaroy Road.

In instances where adjoining Councils have roads which traverse their boundaries the correct protocol is that the Council's need to agree to a common name for that road which meets road naming guidelines. In this instance the Upper Hunter Shire Council has previously named the road the Vinegaroy Road which meets the guidelines and it is good practice to continue this road name to Coolah to and provide the properties within the Warrumbungle Shire Council area with new numbers which continue the numbering already done by Upper Hunter Shire.

It is anticipated that there will be minimal disruption to the residents of the road given that most would be using either property names or post office boxes as their address for the purpose of mail delivery. The most positive aspect of the change would be that the emergency services would have a common road name with logical rural addressing which would allow easier location of properties in an emergency.

RECOMMENDATION

That Council take the necessary steps to change the name of the former portion of the Warrumbungle Way between Coolah and Cassilis to Vinegaroy Road and the rural addressing within the Warrumbungle Shire portion of this road be altered to align with the protocol already completed by the Upper Hunter Shire to number from the Cassilis end of the road.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 39

Rural Addressing on Warrumbungle Way

RETURN TO WARRUMBUNGLE SHIRE COUNCIL P.O. BOX 191 COONABARABRAN NSW 2357	24 FEB 2012 BY _____
SUBJECT - RURAL ADDRESSING Warrumbungle Way	
CONTACT - Phil Southwell PHONE 02 68492000 Business Hours	

NAME R & T Lodge
ADDRESS 'Collie Blue' 841 Cassilis Road COOLAH NSW 2843
ASSESSMENT NO: 11026.2
PHONE NUMBER (Optional) 03774587
SUGGESTION * CASSILIS ROAD. *
FURTHER COMMENTS This letter was Addressed to us under CASSILIS Rd - all our rates and bills are listed as Cassilis Road. We state our address as Cassilis Rd and refuse to use anything else. We will not ever state or use Warrumbungle Way - (South or Not)

It is ridiculously long - and I don't want to
have to spell it to people all the time.
Please leave or revert it back to CASSILIS RD.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 40

31 JAN 2012

BY:

Rural Addressing on Warrumbungle Way

RETURN TO WARRUMBUNGLE SHIRE COUNCIL P.O. BOX 191 COONABARABRAN NSW 2357 SUBJECT - RURAL ADDRESSING Warrumbungle Way
CONTACT - Phil Southwell PHONE 02 68492000 Business Hours

NAME R J Tanner
ADDRESS Lot 181 DP822500
ASSESSMENT NO: 11028.001
PHONE NUMBER (Optional) (02) 63 774534
SUGGESTION Retain the name Warrumbungles Way & remove Vinegaray Rd, Coalah Rd and Casalis Rd.
FURTHER COMMENTS The name Warrumbungles Way induces traffic to pass through Coalah especially since the new bridge over the Talbragar River was completed. The name in the placard should be used as it is the gateway ^{from the Hunter Region} to Coonabarabran and the real Warrumbungles. Perhaps the word South could be added. You should liaise with the Geographical Names Board as I understand they have the final say. The NSW Electoral Commission uses the Geographical Names Board as the arbiter as a copy of my electoral details shows

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 41

3.4 Appointment of Authorised Officers Under the Swimming Pools Act 1992

The Swimming Pools Act 1992 provides the legal framework for the control of private swimming pools to ensure appropriate safety systems are implemented to prevent drowning. Council officers play a role in the process of ensuring public safety by randomly carrying out on site inspections of private swimming pools to ensure barrier requirements are being complied with.

Section 27 of the Act allows Council's to appoint authorised officers to act on Council's behalf to enforce the provisions of the Act and associated regulation through such means as entering property, issuing notices and issuing on the spot fines where necessary. A recent training seminar attended by Council staff has resulted in staff being made aware that the identification card they are required to carry as authorised officers is required to contain the seal of council as a means of demonstrating to the public that the officer is genuinely representing Council.

To ensure that Council staff are appropriately authorised it is considered appropriate to fully comply with the requirements of Schedule 1 of the Swimming Pools Regulation 2008 and for Council to resolve to affix the common seal of Council to the identification cards of the following staff to be authorised officers for the purpose of the Swimming Pools Act 1992:

Anthony Meppem, Christine White, Leo Cox, Cassandra Boyce, Samantha Thompson, Dale Oliver & Noel Gilbert.

RECOMMENDATION

That Council appoint Anthony Meppem, Christine White, Leo Cox, Cassandra Boyce, Samantha Thompson, Dale Oliver & Noel Gilbert as authorised officers pursuant to the provisions of Section 27 of the Swimming Pools Act 1992, and further that authority be granted to affix the common seal of Council to each officers identification card in accordance with Schedule 1 of the Swimming Pools Regulation 2008.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 42

3.5 Development Applications

i) Approved – February 2012

Complying Development (set criteria) Development Application (Specialised Conditions)	Date Approved	APPLICANT'S NAME	LOCATION	Town	Type of Development
DA 34/1112	7/02/2012	S Kennedy	Eagle View Road	Coonabarabran	Change of use to dwelling
DA 46/1112	29/02/12	K & R Brain	Newell Highway	Coonabarabran	Two lot subdivision
DA 52/1112	16/02/2012	K Brain	1 Harper Street	Coonabarabran	Erection of a dwelling
DA 59/1112	01/02/2012	Kevin Sharp	East Street	Ulamambri	Additions to dwelling
CD 64/1112	28/02/2012	Eric McKenna	Castlereagh Avenue	Binnaway	Erection of a garage
CD 65/1112	29/02/2012	Colin Cousens	Hill Street	Coonabarabran	Erection of a shed, retaining walls

ii) Applications Received – February 2012

CD or DA	Date Received	APPLICANT'S NAME	LOCATION	Town	Type of Development	Status
CD 60/1112	1/02/2012	Russel Jones	Tooraweenah Road	Mendooran	Erection of a shed	Pending – awaiting Owner Builder (received 1/3/12)
DA 61/1112	3/02/2012	David Samuel	John Ward Place	Coonabarabran	Erection of a shed	Pending – neighbour notification until 9/3/12
CD 62/1112	10/02/2012	Michael Walker	Tucklan Street	Dunedoo	Additions to dwelling	Pending – awaiting structural details & site plan
DA 63/1112	14/02/2012	Samantha Warry	Abbott Street	Mendooran	Erection of a shed	Pending assessment
CD 64/1112	15/02/2012	Eric McKenna	Castlereagh Avenue	Binnaway	Erection of a garage	Approved
CD 65/1112	21/02/2012	Colin Cousens	Hill Street	Coonabarabran	Erection of a shed, retaining walls	Approved
DA 66/1112	21/02/2012	Maz O'Callaghan	Nelson Street	Coonabarabran	Erection of dwelling and carport	Pending assessment
DA 67/1112	23/02/2012	Phillip Greenwood	Baradine Road	Coonabarabran	Four lot subdivision	Pending – referral to RFS
DA 68/1112	23/02/2012	Sarah Witton	Binnia Street	Coolah	Extension and renovations to Pre-School	Pending assessment

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am

Page 43

RECOMMENDATION

That Council note the Applications Received for the month of February 2012, the Applications Held Pending as at 29 February 2012 and their status, and of those approved during February 2012, under Delegated Authority.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 44

Warrumbungle Shire Council 149 Certificates Processed February 2012

149 Certificate Number:	Date Received:	APPLICANT'S NAME:	Date Issued:
203/1112	31/01/2012	Anna Gersheig	1/02/2012
204/1112	31/01/2012	North & Badgery Solicitors	6/02/2012
205/1112	1/02/2012	Waterford Ryan Solicitors	6/02/2012
206/1112	2/02/2012	Clarke & Cunningham	6/02/2012
207/1112	27/01/2012	McCullough Robertson Lawyers	6/02/2012
208/1112	27/01/2012	Leap Searching	7/02/2012
209/1112	27/01/2012	McCullough Robertson Lawyers	9/02/2012
210/1112	1/02/2012	Lorraine Boyce Solicitors	9/02/2012
211/1112	10/02/2012	Kable	13/02/2012
212/1112	8/02/2012	McCullough Robertson Lawyers	13/02/2012
213/1112	8/02/2012	Murphy Partners	13/02/2012
214/1112	13/02/2012	Hannaford Cox Connellan & Mac	13/02/2012
215/1112	7/02/2012	Clarke & Cunningham	15/02/2012
216/1112	13/02/2012	Clarke & Cunningham	15/02/2012
217/1112	13/02/2012	Clarke & Cunningham	15/02/2012
218/1112	15/02/2012	Clarke & Cunningham	17/02/2012
219/1112	15/02/2012	Shephard & Shephard	17/02/2012
220/1112	15/02/2012	Baxter & Co	23/02/2012
221/1112	17/02/2012	Dear Loneragan & Hogan	23/02/2012
222/1112	17/02/2012	Clarke & Cunningham	23/02/2012
223/1112	17/02/2012	Clarke & Cunningham	23/02/2012
224/1112	21/02/2012	Harvey Law Firm	23/02/2012
225/1112	21/02/2012	Larry Tolmie	23/02/2012
226/1112	21/02/2012	Leap Searching	29/02/2012
227/1112	21/02/2012	GlobalX Information Services	29/02/2012

RECOMMENDATION

For Council's information.

.....
TONY MEPPEM

ACTING DIRECTOR ENVIRONMENTAL SERVICES

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars
Motor Inn, Coonabarabran on Thursday, 15 March 2012 commencing at 9.00am
Page 45

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

Dear Sir

Attached is my report for consideration by Council

DIRECTOR OF COMMUNITY SERVICES ANNEXURE 4

4.1 Yaminbah Fire Shed – Land Acquisition

Council at the April 2008 meeting resolved to acquire Crown Land at the corner of Oxley Highway and Quaker Tommy Road, Coonabarabran being Lot 7043, DP1017042 (**Resolution No 312**). The purpose of this acquisition was to allow the NSW Rural Fire Service (RFS) to build a Fire Shed for the Yaminbah Rural Fire Brigade. The location was considered ideal, being a central location at the start of Quaker Tommy Road for brigade members with visibility from ‘Wattagan’ Winery and access to mains power.

Initial indications that Native Title could be extinguished in a reasonable time as it was a stock route, have proved to be false. Advice from Council’s solicitors has indicated that Native Title extinguishment will not occur and that Council should pursue other options.

Council staff are presently looking into other options involving freehold land.

RECOMMENDATION

That Council halt any further endeavors in the acquisition of Lot 7043, DP1017042 and initiate investigations into acquiring freehold land nearby the same location for the purpose of an RFS Fire Shed for the Yaminbah Brigade.

.....
FIONA LUCKHURST
ACTING DIRECTOR COMMUNITY SERVICES