



Warrumbungle Shire Council

Council meeting

Thursday, 19 January 2012

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

commencing at 1.00 pm

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)

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Poplars Motor Inn, Coonabarabran on Thursday, 19 January 2012 commencing at 1.00pm

Date: 13 January 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 19 January 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 15 December 2011

ADOPTION OF THE RECOMMENDATIONS of the Waste Facilities Advisory Committee meeting held on 15 December 2011

ADOPTION OF THE RECOMMENDATIONS of the Traffic Advisory Committee meeting held in the Community Services Building, Coonabarabran on 14 December 2011

ADOPTION OF THE RECOMMENDATIONS of the Tourism and Economic Development Advisory Committee meeting held on 14 December 2011

ADOPTION OF THE RECOMMENDATIONS of the Warrumbungle Shire Council Occupational Health & Safety Committee meeting held on 3 November 2011

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Questions for Next Meeting

.....
STEVE LOANE
GENERAL MANAGER

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ACTING GENERAL MANAGER'S REPORT

ANNEXURE 1

1.1 Flying of the Australian and Aboriginal Flags Policy

The current Flying of the Australian and Aboriginal Flags Policy (Strategic 1.23) reads;

- (i) The Australian and Aboriginal flags will be flown on Anzac Day, Armistice Day and Australia Day. **Further** that the two flags be flown for the working days in Reconciliation Week and NAIDOC Week as well as for the additional working days in the period from 26 May to 8 June which includes the milestones for Indigenous people of the 1992 Mado Decision and 1967 referendum and Myal Creek Massacre.

At the recent round of Community Forums held in September 2011; a number of comments suggested that Warrumbungle Shire Council fly both flags every day; as do many civic and government offices.

It is propose then the policy be amended to;

'The Australian and Aboriginal flags will be raised and flown together each working day during business hours and including the Australia Day and Anzac Day Public Holidays; at both the Coonabarabran and Coolah Offices.'

The task may be shared amongst a number of staff at each office and is viewed as a positive leadership role by Council to foster the community pride in the history and future of Australia.

RECOMMENDATION

That Council adopts the following Strategic 1.23 Flying of the Australian and Aboriginal Flags Policy: The Australian and Aboriginal flags will be raised and flown together each working day during business hours and including the Australia Day and Anzac Day Public Holidays; at both the Coonabarabran and Coolah Offices.

1.2 Notice of Motion – B-Doubles Using the Binnaway/Coonabarabran Road

The following Notice of Motion has been received from Councillor Ray Lewis.

That, following on from the successful completion of an independent assessment of suitability of the Binnaway to Coonabarabran Road to accommodate a 12 month trial of B-Double truck use, the trial commence immediately.

RECOMMENDATION

For Council's deliberation.

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1.3 Power Station (former) Building – Coonabarabran

Council requested that a report be provided with some recommendations to progress the development of the remaining area within the former Essex Street Depot which includes the former Power Station.

The refurbishment of the workshop into the Community Care garage has been completed and the Men's Shed is creating a busy and attractive workshop/meeting space with kitchen and toilet facilities. The NSW Rural Fire Service has cleaned up their allocated areas with shed foundations laid.

The whole southern section, alongside Castlereagh Street includes old sheds, toilets, underground tanks and the Powerhouse shed.

Council's Heritage advisor has completed a Conservation Management Strategy (CMS) for the Power Station which has identified the areas as possessing a '*high level of local historical and aesthetic significance and a high local level of representativeness, rarity and integrity*'.

The Power Station is a local heritage registered site circa 1920's. Owned and operated by Coonabarabran Shire Council which began generating and supplying of electricity in 1930 by diesel engines until the formation of Ulan County Council in 1949. It is a good example of the interwar Art Deco style applied to an industrial building. The CMS recommends that the brick and concrete structure of the former Power Station is conserved and the historic fabric is maintained to reflect that it was an industrial building.

Alongside the former Power Station are a collection of outbuildings, annexes and verandah extensions. There also remain underground fuel tanks. The northern and western annexes and roof of the building are clad in compressed asbestos fibro sheeting; the cost for removal and burial is currently an unknown. The surrounding outbuildings are a collection of timber, iron and fibro.

Given the present state of the building roof and surrounding area with the presence of asbestos and underground tanks; there will be significant cost to Council to prepare this area for public use. Council's Plant Committee has been proactive in this area, seeking costs to remove the underground tanks and amelioration of the soil, with a further report to be brought to Council for consideration.

There have been a number of groups informally interested in the Power Station Shed; including the Coonabarabran Boxing Gym, Local Heritage and Family History Group and the Badhii Aboriginal Grandmothers Group. The proposed uses being for a sports boxing gym, museum, keeping place/cultural centre and meeting room/shop. In addition, the recent round of community forums in September 2011 received many comments supporting the need for a permanent community Art Gallery and workshop art space for Coonabarabran. The Powerhouse building does lend itself to be transformed into such a

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cultural centre with potential for parking room, internal roof height capacity for a mezzanine level and room for kitchen/toilets and meeting space/shopfront and counter options.

Whether the building becomes home to a sporting group or cultural activity organised and supported by the community or in fact leased to a private operator Council should engage with the community and stakeholders; such as the Youth Club, Badhii Aboriginal Grandmothers Group, Coonabarabran Local Aboriginal Lands Council, Coonabarabran Chamber of Commerce, Warrumbungle Arts and Crafts and the Coonabarabran Arts Council.

It is proposed that Expressions of Interest be sought from interested parties and a report be brought back to Council for consideration.

A commitment by Council to clean the site and depending on the preferred community use or business operation; the development of concept plans and a vision to move forward would then facilitate numerous funding and grant submissions.

RECOMMENDATION

That Council facilitates the involvement by stakeholders and the community to progress the development of the former Coonabarabran Essex Street Depot with the view to enhancing and conserving the Power Station heritage site for community benefit.

1.4 January 2012 Report from Manager Human Resources

Since the December Council Meeting **nine** positions have been successfully filled.

- Director of Corporate Services
- Apprentice Plumber (Coonabarabran)
- Apprentice Gardener (Coonabarabran)
- Indigenous Trainee Warrumbungle Community Care
- Indigenous Trainee Yuluwirri Kids
- Trainee Personal Assistant
- Trainee Administration
- Trainee Support Technician
- Youth Development Officer

Positions Currently Advertised – 6

- Executive Assistant to General Manager - Internal
- Manager Water & Sewerage – Re-advertised External
- Plumber Coolah – Re-advertised External
- Grader Operator(Coolah) – Internal

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- Roller Driver(Coonabarabran) – Internal
- Pre School Teacher - External

Positions Advertised – Applications closed and selection process underway – 2

- Roller Operator (Coolah)
- Concrete Operator (Coolah)

RECOMMENDATION

For Council's information.

1.5 Vision, Mission and Values

Background

In July 2010 Council resolved to take part in an independently-facilitated workshop to develop a vision for the future of Warrumbungle Shire Council. This vision would include the generation of an agreed set of values, principles and goals, by which the future direction and strategies of council would be guided and governed. (Resolution Number 10 of July 2010).

Council then considered the following report in March of 2011:

Councillors have been involved in two workshops that considered, amongst other issues, the Council's Vision, Mission and Values. At the last workshop on the 17th November 2010, Councillors, the General Manager and Directors agreed upon a draft set of values as well as a vision and mission. This draft document was then circulated to staff via an attachment to pay slips, internal email list and the staff newsletter.

Furthermore, the subject was discussed at length at a meeting of all Managers on the 11 February 2011. As a result of this consultation some written responses have been received from staff.

Council is now asked to formally consider the draft Vision, Mission and Values and staff comments received and to make a resolution on the final document. A copy of the draft is included in attachment 1.0.

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Issues

The need for a Vision and Mission Statement, supported by a stated set of Values was first identified by the consultant Local Government Management Solutions and the requirement was also identified by the Division of Local Government through the Promoting Better Practice Report.

“A shared vision developed by Council, staff and the community should form the foundation of Council’s strategic approach and guide long term policy and decision making to sustain the community” (p 15. DLG report). Council’s mission is a statement about the organisation’s reason for existence. The mission statement should be unique to Warrumbungle Shire Council and one that is recognised by everybody in the organisation.

“Corporate values define the acceptable standards which govern the behaviour of individual employees within the organisation” (p 22. DLG report).

Options

The responses received from staff are outlined in attachment 2.0. During the meeting of all managers, many considered that wording of the draft Vision as too long and cumbersome. It was considered that the Vision statement should be succinct so that it could be used on letter head, management plans and any Council publication. That is, the Vision statement should be used as brand for the Shire.

Financial Considerations

There are no implications for the current budget associated with adoption a vision, mission and values.

Council resolved at this meeting to:

305 RESOLVED *that the Vision, Mission and Values report be held over until the new General Manager commences duties.*

Upon review and with one minor change this report is now re-presented for Council’s consideration and endorsement.

RECOMMENDATION

For Council’s consideration and endorsement.

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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.

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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

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Opportunity

To be an enviable workplace creating pathways for staff development

1.6 Mentoring Program

In November 2011 Expressions of Interest were called from interested staff to be part of a new Mentoring program. The program was a recommendation of the Acting Director Corporate Services and in view of the many new positions being recruited as part of the organisation restructure it was subsequently endorsed by Manex.

A Workshop was arranged by the Learning and Development Coordinator and was conducted on 12 January 2012 for those staff who expressed an interest in participating in the Mentoring Program. 16 Staff from a wide cross section of the organisation attended and gained the skills to be able to:

- Apply mentoring fundamentals to their individual work places
- Feel confident and understand the mentoring role
- Understand the organisations expectations in relation to mentoring and,
- What the learner can gain from the mentoring process.

At the completion of the workshop all staff in attendance expressed their interest in the formal establishment of a Mentoring Program for trainees and new staff with the Warrumbungle Shire Council.

RECOMMENDATION

For Council's information only.

1.7 Internal Audit Committee

In late 2011 interested members of the OROC resolved to appoint Mr Andrew Fletcher as independent chair of their Internal Audit committee for a term of three years.

The following information has been received from Mr Paul Mann General Manager of the Gilgandra Shire Council and are the agreed payment arrangements for Mr Fletcher:

“to conduct the Audit & Risk Management Committee for each of the group Councils, we agreed to trial 3 meetings per day over 2 consecutive days meeting 4 times per year with an additional meeting allowed if required each year. As I mentioned, I do not believe this

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additional meeting will be required but remains available should circumstances require the ARMC to meet. It was proposed that one meeting day would be in Narromine with an over night and the second day at a location to be determined.

Definitions

Meeting day - equals 3 ARMC meetings

- 1. Preparation time - equals 1 day per meeting day*
- 2. Round of meetings - equals 6 ARMC meeting over 2 consecutive days*
- 3. Frequency - Each Council ARMC will meet 4 times per year (plus one other if required)*
- 4. Sitting fee - \$1,100 per meeting day plus preparation time of another day for each meeting day of 3 ARMC meetings.*

Summary

Each round of meetings is equivalent to 4 days (2 preparation and 2 meeting days) which totals \$2,200 per meeting day or \$4,400 per round of meetings, plus actual travel costs for accommodation, meals and incidentals plus mileage at the current Local Government rate. My travel time will not be charged."

*This will equate to \$733.00 for each Council / each round of meetings PLUS a share of travel and accommodation costs – say \$1,000 * 4. A similar cost will apply to the second independent on the Committee (dependent on location and fee determined with the appointee).*

Each Council should now write to Andrew confirming his appointment – a copy of my letter will be forwarded to you on Monday.

Councils will also need to write to the Morse Group (Jeff Shanks) confirming the firm's appointment as the internal audit provider in line with their proposal – note separate costing for each Council. Copy of my letter - as for Andrew.

Following recent discussions with Andrew it is proposed the first meeting be conducted as an introductory workshop to include the Internal Auditor, ARMC members and GM and relevant Directors – about half a day – and then hold the initial meeting of each Committee to adopt the charter & draft program.

Outline of program:

- Roles and responsibilities of the Audit & Risk Management Committee, (Councilors and independent member, Chair & GM)*
- Roles and responsibilities of the Internal Auditor.*
- Roles and responsibilities of the External Auditor*
- Council nominated support officer*
- ARMC Charter*
- Council Policies – Code of Conduct etc*
- Meeting procedures (consensus)*
- Opportunities for efficiencies in process*
- Risk management strategies and plans*

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- *Audit program*
- *Meeting dates*

This will also provide an opportunity to get to know the members and staff.

*At this stage the workshop / initial meetings will be arranged for late February (in **Gilgandra – if ok**) and I would suggest that it be open to other relevant members of your team and Councillors. (Date will be arranged in early January)*

*I will be talking with Jeff Shanks early next week and will suggest he conduct an initial visit to all Councils (January / February) with a view to developing a draft audit plan for each to allow the relevant Committees to adopt at this workshop in separate meetings (Andrew feels very short). **I will ask Jeff to contact you individually.***

*We will all need to review the draft charter to ensure it reflects / suits your Council – have Charter adopted at same A&RM meeting for formal adoption by Council in March. **Second independent** - I have forwarded Andrew the resumes of the four applicants for comment and, if necessary, I will arrange further discussions with all and may re advertise.*

Gilgandra Shire has appointed the Mayor (Ken Gordon) to the Committee.

After Christmas I will assess & split initial costs & have invoice referred to you.

Mr Mann has now advised that Council should give consideration to identifying an officer or relevant staff member of Warrumbungle Shire to attend the proposed program to ensure Council can benefit from the project.

Attached for Council's information are copies of letters of appointment and program outline from Mr Fletcher.

RECOMMENDATION

1. That Council formally establish an Audit and Risk Management Committee to comprise two independents, with one to act as Chair, and one Councillor.
2. That, in line with recommendations of the Management Committee (General Managers of the six councils), Council appoint Mr Andrew Fletcher as independent Chair to its Audit and Risk Management Committee and appoint The Morse Group as Internal Auditor.
3. That Council appoint one Councillor to the Audit and Risk Management Committee.

1.8 Director of Corporate Services Position

Ms Carolyn Upston resigned as Director of Corporate Services in late 2010. Council has undertaken an appointment process following Award and Department Guidelines.

There were five applications received with three applicants being interviewed, one involving a phone interview. The interview panel consisted of the General Manager of

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Warrumbungle Shire Council, the General Manager of the Coonamble Shire Council and Independent Mrs Lynda Row, Chief Executive Officer of the Cooina Aged Care Facility in Coonabarabran.

At the conclusion of the recruitment process the preferred candidate was Mrs Rebecca Ryan by agreement of the panel.

An offer has been made to Mrs Ryan and a contract of employment has been entered into.

RECOMMENDATION

That Council note the General Manager's actions in offering Rebecca Ryan the position of Director of Corporate Services.

.....
STEVE LOANE
GENERAL MANAGER

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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 31 December 2011

BANK STATEMENTS

Bank	Balance \$	Adjusted For: Outstanding Deposits Unpresented Cheques	Outstanding Deposits \$	Unpresented Cheques \$	Bank Charges and Fees \$
GENERAL					
Commonwealth	572,416.97	489,438.69	5,572.24	88,550.52	712.74
Westpac	522,352.97	522,352.97			
NAB	19,531.01	19,531.01			964.98
Commonwealth Rates	670.00	670.00			
Westpac Replenishing	NIL	NIL			
Total	1,114,970.95	1,031,992.67	5,572.24	88,550.52	1,677.72
INVESTMENTS					
Securities	7,000,000	7,000,000			
IBD	7,500,000	7,500,000			
Total	14,500,000	14,500,000			

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TRUST					
Commonwealth	152,874.41	149,005.21		3,869.20	
Westpac	NIL	NL			
Total	152,874.41	149,005.21			
TOTAL BANK ACCOUNTS		15,680,997.88			

INVESTMENT SECURITIES

Bank	Balance \$	ISIN Number	Maturity Date
Dandelion – Westpac	1,000,000	AU3FN0004693	21.12.2012
Bendigo Bank – Westpac	500,000	AI3FN0003810	21.09.2012
ANZ CPPI – Asprit II	800,000	CPPISAMAF02	30.03.2013
ANZ CPPI – Asprit I	500,000	CPPISAMAF01	23.11.2012
FIIG All Seasons CPPI Note	1,500,000	AU300SEKA021	29.08.2014
Averon CPP Ltd Aver01 – Q+150	700,000	AU300AVER012	20.06.2013
Prelude Eur CDO PREGO1 – Credit Securities	500,000	XS0235047825	30.12.2011
Octagon Ltd Linked EMTN – EMU FIIG	1,500,000	XS0232170158	30.10.2015
Total	7,000,000		

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TERM DEPOSITS

Bank	Balance \$	Maturity Date	Percentage
National Australia Bank	1,000,000	05.01.2012	6.25
Suncorp Metway 4/10	1,000,000	16.03.2012	6.00
Suncorp Metway 5/10	750,000	16.03.2012	6.00
NAB Cash Maximiser – At Call	1,250,000	At Call	5.38
Suncorp Metway 8/10	1,000,000	04.04.2012	6.00
Suncorp Metway 9/10	1,000,000	04.04.2012	6.00
Suncorp Metway 10/10	1,500,000	14.05.2012	5.88
Total	7,500,000		

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GENERAL LEDGER

Account	Account Number	Balance \$
BANK		
General Fund	5410-3000-0001	1,031,992.67
Trust Fund	9000-3000-0000	149,005.21
Total Ledger Bank		1,180,997.88
INVESTMENTS		
General Fund		
Investments	5220-3001-3001	6,400,000.00
Investments	5220-3001-5001	3,119,147.67
Investment Movement Account	5220-3003-0000	61,882.30
Investments Non-Current	5220-4701-0000	
Water Fund		
Investments	7085-3001-0001	2,355,105.23
Sewerage Fund		
Investments	8085-3001-0001	2,563,864.80
Total Investments		14,500,000.00

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Bank Reconciliation

Bank Accounts

Council's Bank Account is balanced and reconciled with the General Ledger as at 31 December, 2011.

Investments

Council recalled \$250,000 from NAB Cash Maximiser At Call account. This amount was deposited into the working account to cover operational expenses.

Investment Prelude CDO Note Credit Security held with ANZ valued at \$500,000 matured at full value on the 30 December, 2011. \$500,000 was deposited into Councils Bank Account on 5 January, 2012 with the interest (5 days) \$410.96 due being deposited into the Bank Account on the 6 January, 2012.

Structured Credit Investments have commenced Advisory services, and will provide the first monthly report as at 31 January 2012. This report will provide detailed information on Council's investment portfolio, including a risk assessment of the portfolio (by investment), and a current valuation, and estimated maturity amount for each investment.

RECOMMENDATION

That Council receives and notes the Bank Reconciliation as at 31 December, 2011.

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2.2 Rates and Charges Collection Report up to and Including December 2011 – Summary Page

GENERAL		RATE ARREARS	2011/2012 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTAND- ING 2011/2012	COLLECTION % 2011/2012	TOTAL OUTSTAND- ING 2010/2011	COLLECTION % 2010/2011
	COONABARABRAN	88,637	1,008,924	48,638	1,886	1,047,038	554,713	492,325	52.98%	449,485	54.86%
	BARADINE	34,528	142,494	14,742	0	162,280	78,895	83,385	48.62%	88,742	44.25%
	BINNAWAY	13,087	69,722	10,018	1,344	71,447	36,874	34,573	51.61%	33,466	50.60%
	VILLAGE 1	10,443	32,279	2,776	1,493	38,452	21,284	17,168	55.35%	19,223	45.72%
	FARMLAND	299,590	4,285,733	19,754	110	4,565,460	2,319,682	2,245,778	50.81%	2,121,649	51.66%
	COOLAH	25,187	207,426	15,448	0	217,166	111,366	105,800	51.28%	98,412	51.95%
	DUNEDOO	23,240	224,437	15,763	0	231,915	118,168	113,747	50.95%	105,032	52.60%
	MENDOORAN	15,870	69,603	7,165	1	78,307	35,286	43,021	45.06%	39,734	47.13%
	VILLAGE 2	2,171	19,035	2,322	0	18,884	10,728	8,156	56.81%	8,690	55.42%
	COOLABAH ESTATE	2,443	15,877	1,590	0	16,730	7,431	9,299	44.42%	9200	43.69%
	RUR/RES COBBORA	69	3,205	335	0	2,939	1,984	955	67.52%	459	84.78%
	RURAL RESD/BUS	84,114	606,084	26,876	2,110	661,211	366,722	294,489	55.46%	290,553	53.64%

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WATER	COONABARABRAN	29,654	464,370	26,487	63	467,474	251,114	216,360	53.72%	164,172	55.67%
	BARADINE	31,055	128,685	9,346	0	150,394	72,846	77,548	48.44%	69,467	46.21%
	BINNAWAY	23,706	99,705	8,488	1,847	113,077	58,557	54,520	51.79%	59,896	53.29%
	VILLAGE 1	9,437	9,315	1,099	8,727	8,926	4,449	4,477	49.84%	13,802	28.42%
	FARMLAND	204.01	1,725.00	0.00	0.00	1,929	804	1,125	41.70%	166	51.60%
	COOLAH	22,300	162,150	9,756	2,387	172,307	91,143	81,164	52.90%	79,107	52.87%
	DUNEDOO	16,537	154,905	9,168	0	162,274	83,157	79,117	51.24%	72,743	53.62%
	MENDOORAN	36,939	161,568	4,769	4	193,733	88,301	105,432	45.58%	91,712	47.86%
	VILLAGE 2	2,663.35	8,970.00	875.00	0.00	10,758	5,534.61	5,224	51.44%		
	RURAL	14,786	90,087	3,108	1,302	100,463	49,222	51,241	48.99%	33,420	43.50%
SEWERAGE	COONABARABRAN	126,975	294,558	25,898	1,081	394,553	185,743	208,810	47.08%	47,404	76.90%
	BARADINE	48,294	66,234	7,817	2	106,709	45,640	61,069	42.77%	30,048	57.29%
	COOLAH	41,008	94,009	9,678	0	125,340	56,248	69,092	44.88%	21,599	67.65%
	DUNEDOO	38,331	85,082	8,973	0	114,440	50,880	63,560	44.46%	18,717	67.37%
	RURAL	2,100.45	3,185	0	0	5,286	1,847.26	3,438	34.95%		
		1,041,271	8,506,182	290,887	22,358	9,234,207	4,706,774	4,527,433	50.97%	3,966,898	52.89%

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GARBAGE	NORTH	73,403	837,842	61,103	5,888	844,254	462,112	382,142	54.74%	302,567	56.42%
	SOUTH	67,025	530,515	42,372	2,596	552,571	282,145	270,426	51.06%	231,485	52.39%
	FARMLAND/RURAL	3,344	66,927	584	4	69,683	34,939	34,744	50.14%	27,612	49.06%
LEGAL FEES		143,961	43,391	0	13,731	173,620	43,391	130,230	24.99%	176,636	20.72%
INTEREST		181,037	91,455	0	0	272,492	0	272,492	0.00%	204,173	0.00%
	TOTALS	1,510,041	10,076,312	394,947	44,577	11,146,828	5,529,362	5,617,467	49.60%	4,909,371	51.31%

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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2.3 November Stocktake Report

Staff undertook a stocktake of all three stores in November 2011.

The net stocktake results for November are as follows:

Dunedoo Store Write on \$147.02

Coolah Store Write on \$466.31

Coonabarabran Store Write off \$243.47

The majority of the write off to the Coonabarabran Store occurred as a result of a loaded fuel tanker being stolen from a worksite.

The total write on value is \$369.86 – the majority of this value relates to fuel stocks.

A copy of the Summary list of variances is attached under separate cover for Council information.

RECOMMENDATION

That Council note the results of the November 2011 stocktake and approve a write on of \$369.86.

2.4 Voice Over Internet Protocol (VOIP)

At the August 2011 meeting, Council resolved to proceed to tender for the supply and installation of a new VOIP Telephone system to replace Customnet (Spectrum services system).

A total of 15 tenders were received, and a shortlist of three (3) vendors was made based on price, product versatility, meeting of staff needs and suitability of IT requirements. These suppliers have made a presentation to a small panel of staff and IT Review Committee with Andor Solutions providing technical advice.

Attached under separate cover is a confidential document, being the list of the tenders received, solution offered and price with the shortlisted proposals noted.

The preferred VOIP option is for the Inland Technology Mitel 3300 solution. There may be a slight variation to this quote since there has been an increase in work desk places since the tender was advertised. An exact price will be detailed following a complete audit of all Council's telephone lines.

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Based on the aggregation of the new ISDN services and the cancellation of the Spectrum services the net minimum monthly savings to this proposal is \$1,900 per month. It is projected that taking into account further savings that will be available from call cost reductions and breadth of service (free calls to Council mobiles) the VOIP investment will pay for itself within an 18month – 2year period.

There remains an option to do nothing, as there are some cost savings that may be achieved by negotiating with Telstra for better phone call rates irrespective of the implementation of this project. However these savings will not remove the current Customnet rate, nor provide Council with the flexibility to take advantage of;

- Forwarding of phone messages to mobile phones and email
- Integration with email and voice
- Mobile phone call control
- Conferencing
- Integration with SMS (Short Message Service)
- Hot Desking
- Automated attendant functions (ie Self Service after hours call diversions)
- Self management of changes to system

The cost of this project includes a complete audit of all Council telephone lines and training. Coonabarabran will have a 3300 ICP ISDN Gateway acting as the Primary Controller with Coolah as the system failover controller for backup. The project cost excludes the onsite ports, cabling and POE ports.

RECOMMENDATION

That Council engages Inland Technology (Tamworth) Data and Voice to supply and install the VOIP Telstra Business Solution Product with the Mitel 3300 system and **FURTHER** a report be brought back to Council for the supplementary vote required for new VOIP equipment investment at the second quarterly review.

2.5 2012-2013 Operational Plan

Under the IP&R framework Council must have an annual Operational Plan, adopted before the beginning of each financial year, outlining the activities to be undertaken in that year, as part of the four (4) year Delivery Program.

This is essentially what Warrumbungle Shire Council currently calls its Management Plan with a Statement of Council's Revenue Policy, a program of each activity allocated to Manager responsibility with a detailed budget for each activity. The draft plan must be publicly exhibited for 28 days and public submissions considered before the final plan is adopted.

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The following program is proposed to engage with the community about the Operational Plan and facilitate Council direction into the priorities and objectives for 2012-2013 financial year.

Community consultation be incorporated into the March 2012 Town Committee Meetings as per the following schedule:

Mendooran	Monday 20 March	Mechanics Institute Hall
Coonabarabran	Tuesday 21 March	Coonabarabran Town Hall
Dunedoo	Wednesday 22 March	Jubilee Hall
Binnaway	Monday 26 March	Binnaway Hall
Baradine	Tuesday 27 March	Baradine RTC
Coolah	Wednesday 28 March	Council Chambers

Further consultation can be implemented during this period, inviting input by community members into the list of priorities and submissions to close 30 March 2012. A draft Asset Management Plan will be presented to Council after this period, which will assist the budget process.

Council Budget workshops or Special Meetings to be held after the following Council meetings:

Coonabarabran	Thursday 15 March	Preliminary Budget Overview
Coolah	Thursday 19 April	Draft Budget/Operational Plan Revenue Policy/Asset Management Plan Budget Submissions
Coonabarabran	Thursday 17 May	Adoption Draft Operational Plan Public Exhibition 28 Days
Coolah	Thursday 21 June	Adoption 2012-2013 Operational Plan

RECOMMENDATION

That Council endorse the community engagement and meeting program as proposed to prepare the 2012-2013 Operational Plan.

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REBECCA RYAN
DIRECTOR OF CORPORATE SERVICES

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

Dear Sir

Attached is my report for consideration by Council

DIRECTOR OF TECHNICAL SERVICES

ANNEXURE 3

3.1 Request for Council to Acquire Remnant Parcel of Land

Background

A request has been received by the owner of Lot 1 DP1116716, through her nominated Power of Attorney, for Council to acquire the land that is in her name. The parcel of land is 4.6 metres wide on the frontage to Dalgarno Street and 49 metres long on the frontage to Neate Street in Coonabarabran. A map showing the location of the land is provided in attachment 1.0.

The owner of the land was unaware that she is the owner and was distressed to receive a rates notice. The owner has not had an interest in land in the street for over forty years and the rates notice was raised by Council following receipt of a supplementary land list from the Valuer General in July 2009.

Issues

The Valuer General routinely searches through a land database with the aim of matching all parcels of land with an assessment number and occasionally the search will not find a match and as a result a supplementary list is forwarded to Council. The raising of the rates notice is an automatic process by Council. In relation to Lot 1 DP1116716 it appears that some type of land consolidation or subdivision, or perhaps land acquisition process by Council was not adequately finalized and title inadvertently remained with the property owner. The current property owner is unaware of the existence of the land and apparently her husband from a previous marriage, long since passed away, may have had knowledge of the land.

Over the last 12 months attempts have been made by the owner of the land to sell the unwanted land to the adjoining property owner. However, it appears that the adjoining property owner has no interest in the matter and hence the owner wants Council to acquire the land. Council has no immediate use for the land and it would simply increase the width of the footpath area fronting Neate Street.

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Options

Council has discretion in this matter and acquisition may be done as a private treaty purchase should Council wish to acquire the land. The owner has no interest in the land and will not pay the rates, hence the other option is for Council to wait the statutory period and attempt to sell the land for unpaid rates.

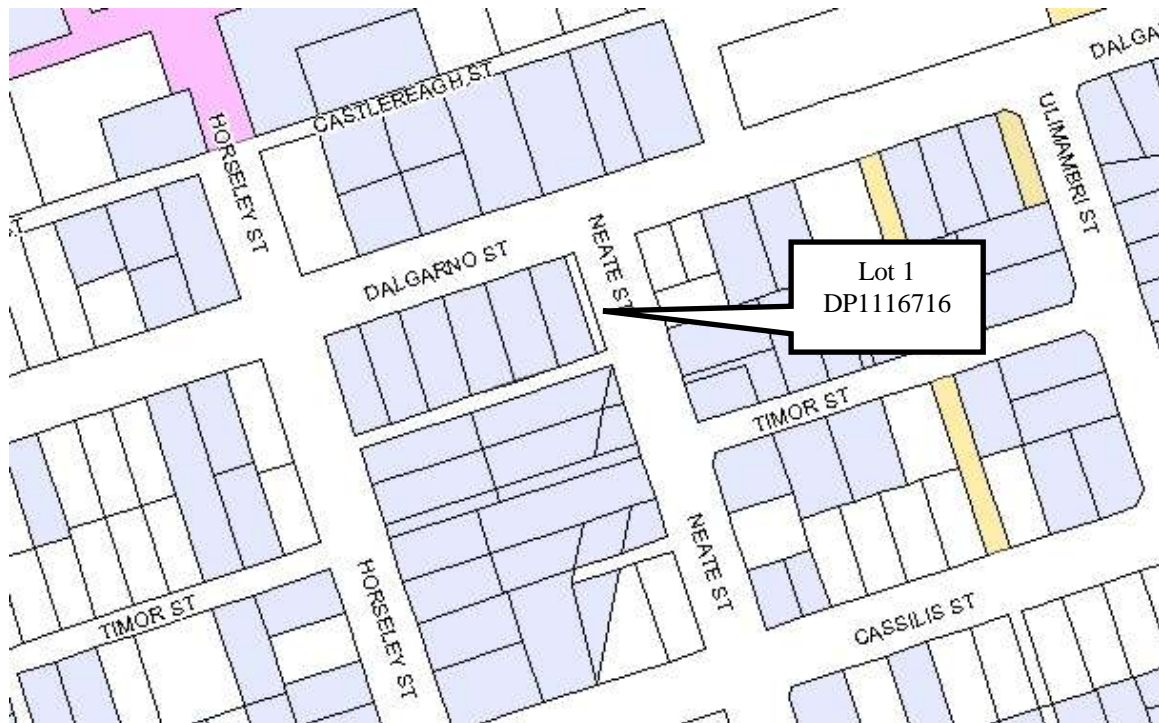
Financial Considerations

The amount of outstanding rates payable on the property is now \$861.14. There will be legal fees associated with purchase of the property and these are estimated to be around \$1,300. Should Council acquire the land there is not expected to be any increase in maintenance expenditure in the street.

RECOMMENDATION

That Council acquire Lot 1 DP1116716 from the current owner through a private treaty process for a nominal purchase price of one (1) dollar and for the purpose of operational land. Furthermore, any outstanding rates owing on the property are written off.

Attachment 1.0



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3.2 Access for B Double Trucks on Binnaway Road (Mr396) Between Saleyards and Deringulla Abattoir

Background

Council will be aware of applications from local producers, stock haulage operators and agents for B Double access along Binnaway Road (MR396) between the saleyards at Binnaway and the Deringulla abattoir. Guidelines for assessment of routes for restricted access vehicles are currently being reviewed by Roads & Maritime Services. However a field trial to assess the performance of B Double trucks on the route will adequately address any technical and safety issues with the proposed route.

A field trial involves observing the vehicle as it travels the proposed route and assessing the suitability of the road, particularly in relation to road width, slope and overhanging obstacles. In relation to the Binnaway Road field trial the truck was observed and recorded by a Police patrol car travelling in front of the truck and one travelling behind the truck. The field trial was held on the 15 December 2011 and was attended by Council's Road Operations Manager, the Freight Liaison Officer from RMS and Police. The Police Highway Patrol Supervisor has prepared a report on the field trial, which has been forwarded to Councillors under separate cover.

The field trial assessed the suitability of the route for access by B Double trucks and trucks with a height of up to 4.6 metres. That is, most stock trucks are 4.6 metres in height and hence it was appropriate to assess the route for travel by these two types of restricted vehicles.

Issues

The Binnaway Road joins the Newell Highway in the north with the Black Stump Way in the South. The 12 km section of Binnaway Road between the Newell Highway and the Abattoirs has previously been gazetted as a B Double route as has the section between the Black Stump Way and the town of Binnaway. B Double trucks wanting to travel between the two sections are required to detour via Mollyan Road, which is an additional 62km to the trip. The length of Binnaway Road between the saleyards and the abattoir is approximately 19km.

The demand for the Binnaway Road to be open to B Double trucks over the full length has mainly come from producers wanting to cheaper transportation costs associated with grain, fertilizer, fuel and stock. There are no quantitative figures for the demand however based on advice from the various applicants there is expected to be up to six (6) B Double movements per week along the proposed route.

The outcome of the field trial assessment is that the route is suitable for use by B Double trucks and 4.6 metre high vehicles subject to these vehicles travelling at 80kph or less. The assessment concluded that there are a number of curves, particularly reverse curves where travel at speeds higher than 80kph may cause the vehicle to cross the centre line and may reduce opportunity for overtaking. Also, the assessment

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indicated that there are some sections with low overhanging trees that will need to be trimmed.

Options

Council has discretion in making a decision on approving the Binnaway Road as a B Double route. In making a decision Council should consider the report from the field trial as well as economic benefits and any community concerns.

Financial Considerations

There are no immediate budget implications associated with approving the Binnaway Road accessible to B Double trucks and 4.6 metre high trucks. The costs associated with erection of signs and removing any overhanging limbs can be accommodated within existing budget allocations. However, there will be an increase in the cost of maintenance and repairs over the long term, particularly in relation to shoulder grading and repair of pavement deformations. The increase in maintenance costs is linked to increases in the volume of truck movements and given that predications for truck movement volumes are very low, the cost increases are not expected to be significant.

RECOMMENDATION

That approval is given for B Double trucks and 4.6 metre high trucks to access the Binnaway Road (MR396) between the Binnaway Saleyards and the Deringulla abattoir subject to the speed limit for vehicles with a Gross Vehicle Mass 12 tonnes and over being limited to 80 kilometres per hour. Furthermore, appropriate speed limit signs are erected at the Newell Highway end and the Binnaway end of the Binnaway Road.

3.3 Width of Replacement Bridges on Local Roads

Background

On the 16 June 2011, Council resolved to replace the remaining 12 timber bridges on rural local roads within the Shire over a six year period. In the report to Council it was assumed the replacement bridge would have the same dimensions in terms of length, width and height. However the dimensions of the replacement bridge is dependent upon several factors including site conditions, design standards, expected traffic volumes and traffic type and financial considerations.

The replacement of Baby Creek Bridge at Ulamambri is the first priority for the bridge replacement program and to date, geotechnical investigations have been completed and geometric design for the site is nearing completion. A design consideration for Baby Creek bridge is the minimum carriageway width of the bridge required to meet expected traffic demands now and in the future.

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Whilst each bridge in the program will have its own set of particular design considerations, determination of bridge width for Baby Creek bridge may establish guiding principles for the other bridges.

Council is being asked to establish some guiding principles in relation to bridge width and the type of traffic barrier.

Issues

According to Australian Standards the bridge width between barriers for single lane access roads with traffic volumes less than 150 vehicles per day, should be between 4.2m and 4.5m. Bridge widths between 4.5m and 6.0m should be avoided as drivers may perceive the bridge to be wide enough for two way travel.

However, the locality of the bridge must also be considered and consideration should be given to potential pedestrian activity on the bridge. Australian Standards indicate a requirement of 600mm clearance between edge of traffic lane and bridge barrier. Another requirement is that for short length bridges (less than 6m), the bridge width must match the carriageway width on the road approaches. Council's standard road carriageway width for rural local roads is 8.0 metres.

Single lane bridges on rural roads mean that a Give Way sign will need to be erected at one end of the bridge.

Bridges must be wide enough to permit access for wide loads and in particular agricultural vehicles. Wheel base widths for machines such as harvester and ploughs have increased to the extent where a width of 4.9 metres is not uncommon.

The factors involved in determining the type of bridge traffic barrier include; traffic volume and speed environment, the likelihood of pedestrian traffic, height of the bridge, frequency of flood flows over the bridge and likelihood of debris being entrapped in the barrier. Substantial guidance is given by Australian Standards where the performance level and type of barrier is described as either; low, regular or medium. The standards also recognise that no barriers may be required particularly on low level bridges prone to flooding.

Options

Council has limited discretion in relation to minimum requirements for specification of bridge dimensions and traffic barrier type. However, the proposed bridge specifications must take into account local conditions and any Council policies. The list of bridges and proposed widths and type of traffic barrier is given in attachment 1.0.

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Financial Considerations

For the purpose of estimating and making a decision on bridge width, the cost of constructing a new bridge is based on a unit rate of \$3,000 per square metre. So for example for a 30 metre long bridge, the cost of constructing the bridge will increase by \$90,000 for each 1 metre increase in width.

Other costs associated with each bridge replacement project include the cost of demolishing and removing the existing bridge and the cost of constructing and maintaining a sidetrack. The contract for construction of the bridge will include demolition and removal of the existing bridge, while works associated with the sidetrack will be undertaken by Council staff.

RECOMMENDATION

That the proposed width and barrier type for bridges on the rural local road bridge replacement program are prescribed as set out in the following table:

Bridge Name	Replacement Priority	Proposed Bridge Width and Barrier type		
		Width between Barriers (m)	No of Lanes	Barrier Type (level type)
Baby Creek Bridge	1	8.2	2	Regular Performance
Tongay Bridge	2	8.2	2	None – kerb only
Bugaldie Creek Bridge	3	8.2	2	Regular Performance
Granchester Bridge	4	4.5	1	None – kerb only
Ross Crossing	5	4.5	1	None – kerb only
Aerodrome Baradine	6	6.0	1	Regular Performance
Coonagoony Bridge	7	4.5	1	Low Performance
Baradine Creek Bridge	8	8.2	2	Regular Performance
Kenebri Bridge	9	4.5	1	None – kerb only
Black Gully Bridge	10	6.0	1	Regular Performance
Warkton Bridge	11	6.0	1	Regular Performance
Montague Bridge	12	4.5	1	None – kerb only

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Attachment 1.0 – Bridge Dimensions and Traffic Barrier Type

Bridge Name	Replacement Priority	Approach Road Surface	Existing Bridge Dimensions				Proposed Bridge Width and Barrier type		
			Width (m)	Bridge Length	No Lanes	Deck Area (m2)	Width between Barriers (m)	No of Lanes	Barrier Type (level type)
Baby Creek Bridge	1	Sealed	5.5	28.2	1	155	8.2	2	Regular Performance
Tongay Bridge	2	Sealed	5.45	28.2	1	153	8.2	2	None – kerb only
Bugaldie Creek Bridge	3	Sealed	5.4	23.4	1	126	8.2	2	Regular Performance
Granchester Bridge	4	Unsealed	5	21.8	1	109	4.5	1	None – kerb only
Ross Crossing	5	Unsealed	6.5	31.5	2	204	4.5	1	None – kerb only
Aerodrome Baradine	6	Sealed	5.5	10.2	1	56	6.0	1	Regular Performance
Coonagoony Bridge	7	Unsealed	4	14.8	1	59	4.5	1	Low Performance
Baradine Creek Bridge	8	Sealed	5	61.6	1	308	8.2	2	Regular Performance
Kenebri Bridge	9	Unsealed	4.1	37.2	1	152	4.5	1	None – kerb only
Black Gully Bridge	10	Unsealed	4.9	10.0	1	49	6.0	1	Regular Performance
Warkton Bridge	11	Sealed	5.1	7.0	1	36	6.0	1	Regular Performance
Montague Bridge	12	Unsealed	5.4	15.6	1	84	4.5	1	None – kerb only

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KEVIN TIGHE
DIRECTOR TECHNICAL SERVICES

WARRUMBUNGLE SHIRE COUNCIL

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Motor Inn, Coonabarabran on Thursday, 19 January 2012 commencing at 1.00pm
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Mr Steve Loane
General Manager
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Dear Sir

Attached is my report for consideration by Council

ACTING DIRECTOR OF ENVIRONMENTAL SERVICES ANNEXURE 4

4.1 Development Applications

See below

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i) Approved – December 2011

Complying Development (set criteria) Development Application (Specialised Conditions)	Date Approved	APPLICANT'S NAME	LOCATION	Town	Type of Development
CDC 28/1112	05/12/2011	Peter Small	Newell Highway	Coonabarabran	New Shed
DA 37/1112	20/12/2011	Baradine Preschool	Macquarie Street	Baradine	Alterations & Extensions
CDC 39/1112	05/12/2011	Andrew Chambers / Picton Bros	Jubilee Street	Coonabarabran	New Patio Cover

ii) Applications Received – December 2011

CD or DA	Date Received	APPLICANT'S NAME	LOCATION	Town	Type of Development	Status
DA 44/1112	05/12/2011	Betrola Investments	Old Turee	Coolah	Transportable Dwelling	Pending
DA 45/1112	06/12/2011	C & J Stanford	Cobborah Street	Dunedoo	New Shed	Pending
DA 46/1112	08/12/2011	Kim & Robin Brain	Newell Highway	Coonabarabran	Two Lot Subdivision	Pending
CDC 47/1112	09/12/2011	Grant Wood	John Street	Coonabarabran	New Carport	Pending
DA 48/1112	15/12/2011	Karl Prugger	Charles Street	Coonabarabran	Awning Over Fuel Pump	Pending
DA 49/1112	15/12/2011	Peter & Barbara Bennetts	Bullinda Street	Dunedoo	Domestic Shed With Amenities	Pending
DA 50/1112	15/12/2011	Anthony Skinner	Goorianawa Station	Bugaldie	Demolition & Construction of New Dwelling	Pending
DA 51/1112	16/12/2011	Robyn Evans	Jam Tin Flats	Coonabarabran	Extensions to Existing Dwelling	Pending
DA 52/1112	21/12/2011	Kim Brain	Harper Street	Coonabarabran	New Dwelling	Pending
DA 53/1112	23/12/2011	T & H Malin	Cisco Street	Binnaway	Demolition & Construction of New Dwelling	Pending
DA 54/1112	23/12/2011	Keith Brooks	John Ward Place	Coonabarabran	New Shed	Pending
DA 55/1112	23/12/2011	Baradine Sawmilling	Pilliga Road	Baradine	New Shed	Pending

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RECOMMENDATION

That Council note the Applications Received for the month of December 2011, the Applications Held Pending as at 31 December 2011 and their status, and of those approved during December 2011, under Delegated Authority.

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4.2 Warrumbungle Shire Council 149 Certificates Processed December 2011

149 Certificate Number:	Date Received:	APPLICANT'S NAME:	Date Issued:
155/1112	1/12/2011	Gary Walters	2/12/2011
156/1112	1/12/2011	Clarke & Cunningham	2/12/2011
157/1112	1/12/2011	Clarke & Cunningham	2/12/2011
158/1112	2/12/2011	Dear Loneragan & Hogan	2/12/2011
159/1112		<i>Number issued in error</i>	
160/1112	2/12/2011	W.A Baxter & Co	7/12/2011
161/1112	5/12/2011	W.A Baxter & Co	9/12/2011
162/1112	5/12/2011	Clarke & Cunningham	8/12/2011
163/1112	5/12/2011	Anna Gersheig	8/12/2011
164/1112	5/12/2011	RJ Maguire Solicitor	8/12/2011
165/1112	6/12/2011	Ptolemy Legal	8/12/2011
166/1112	7/12/2011	Stephen D Cant Solicitor	12/12/211
167/1112	7/12/2011	Stephen D Cant Solicitor	12/12/2011
168/1112	5/12/2011	Kim O'Connell	15/12/2011
169/1112	7/12/2011	W.A Baxter & Co	15/12/2011
170/1112	8/12/2011	Murphy Partners	15/12/2011
171/1112	12/12/2011	Clarke & Cunningham	15/12/2011
172/1112	12/12/2011	Clarke & Cunningham	15/12/2011
173/1112	12/12/2011	Easy Conveyancing	20/12/2011
174/1112	12/12/2011	Easy Conveyancing	20/12/2011
175/1112	14/12/2011	Leap Searching	16/12/2011
176/1112	13/12/2011	Thong Luong	20/12/2011
177/1112	15/12/2011	PDK Real Estate	20/12/2011
178/1112	15/12/2011	Longman Hill Solicitors	20/12/2011
179/1112	20/12/2011	Murphy Partners	20/12/2011
180/1112	19/12/2011	Tranter Lawyers	3/01/2012
181/1112	19/12/2011	Tranter Lawyers	3/01/2012
182/1112	19/12/2011	W.A Baxter & Co	3/01/2012
183/1112	20/12/2011	Dear Loneragan & Hogan	4/01/2012

RECOMMENDATION

For Council's information.

.....
TONY MEPPM

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, 19 January 2012 commencing at 1.00pm
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Mr Steve Loane
General Manager
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Dear Sir

Attached is my report for consideration by Council

DIRECTOR OF COMMUNITY SERVICES ANNEXURE 5

5.1 Dunedoo Multipurpose Building - Library/Museum

Council is aware of the current space limitations for the future growth and development of the Dunedoo Library. The library is located within the former Bank of NSW and attached Managers residence and shares the current use of the building as a multi-function community facility with Westpac Instore/Council office, Dunedoo Historical Museum, Dunedoo Development Group office and a meeting room. There are engineering challenges that are almost impossible when attempting to create an open, modern and accessible public space out of what was essentially a home of Art Nouveau or early 1900's design.

The current shared access to the Westpac agency on weekdays and the weekend side entrance is not conducive to staff or library users. The size and shape of the library is fixed, without the capacity for extension or modifications as is the meeting room area. Any meeting with more than 6-8 people is difficult with a domestic kitchen and toilet facility that are not entirely appropriate for public use.

The Dunedoo Historical Museum which uses 2 rooms and a verandah space is also limited for room and volunteers are stretched to provide more frequent opening hours. Static display options incorporated into another facility would alleviate many of these issues.

A recent meeting of the Dunedoo Historical Museum was attended by the Director Corporate Services to discuss the current and future needs for the library and museum. It was proposed that a sensible option would be to co-locate these activities with the meeting room into one. A Conservation Management Strategy adopted by Council in 2011 whilst recommending that the appearance and front entrance of the building is conserved alterations are permissible for some areas to facilitate such a project.

There is also another site that was suggested which is the Dunedoo Jubilee Hall. This building and location creates an opportunity to include a Visitor Information Centre into the project. And whilst this presents a much bigger vision it is potentially more

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appropriate for such a development that could become a significant tourist attraction and service centre.

The Hive@Coolah is a model which has been very successful for providing a multipurpose community hub; and is one that could be replicated albeit with some Dunedoo uniqueness.

A conversation needs to happen with the community and stakeholders about this proposal to discuss the building options, community needs, concerns and advantages/disadvantages. This includes local business owners, schools, community groups and Macquarie Regional Library.

After this meeting a report will be brought back to Council for consideration so that plans and feasibility/business studies may be completed.

It was envisaged that this proposal could facilitate funding applications from NSW Library Development Grants, NSW Heritage and Museums NSW to create a modern and multifunctional community space incorporating a Library, meeting space, Visitor Information Centre and Museum.

Council support is requested to conduct this level of community engagement and facilitation of the public discussion about the current gaps, needs and the proposal to co-locate the Dunedoo Library, meeting space and Museum at the Multipurpose Building or Jubilee Hall.

A suitable date in mid to late February will be organised for a Public Meeting.

RECOMMENDATION

That Council facilitates the community discussion and a public meeting to progress this proposal of incorporating the Dunedoo Library, community meeting space, Visitor Information Centre and Dunedoo Museum into one facility and **FURTHER** supports in principle that the project be located at the Dunedoo Jubilee Hall.

5.2 Home and Community Care (HACC) Program Transition

Proposed Funding Split

As part of the Council of Australian Government (COAG) Reforms, funding for Aged and Disability Services will soon be split between State and Federal Government agencies. Department of Health and Ageing (DoHA) will fund Aged Services and Family and Community Services will fund Disability services through Ageing, Disability and Home Care (ADHC). Currently, all HACC funding received by Warrumbungle Shire Council comes from ADHC.

The Commonwealth and NSW Governments have worked together to determine how many clients fall each side of the age split and the types and numbers of HACC services

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they use. This information has been used to determine how funding will be allocated between Commonwealth and State from 1 July 2012 for each funded service.

Council has been advised that the proposed split in funding for Warrumbungle Community Care (WCC) is 84% Aged Care Services, 16% Disability Services. Statistical data from WCC has been analysed by WCC Manager and the ADHC Contract Manager and shows that the Aged Care/Disability split is Aged 90%, Disability 10%.

DoHA require Council to confirm the proposed split reflects current client numbers.

RECOMMENDATION

That Council disagrees with the age split determined by DoHA and negotiates for a funding split that more accurately reflects the Aged and Disability client numbers of Warrumbungle Community Care.

5.3 Yuluwirri Kids – Stage one Funding Offer

A submission has been made to both State and Federal governments for capital funding for a building extensions project at Yuluwirri Kids; Coonabarabran's Preschool and Long Day Care Centre.

After only one (1) year of operation, Yuluwirri Kids Management and the Advisory Committee were faced with waiting lists for both Preschool and Long Day Care. In preparing for this project and building extensions, Council with NSW Government funding have completed all stages of the Development Application process. The DA has been approved and Construction Certificate issued, building specifications are ready for release and the project now 'shovel ready', to be advertised for tender.

As a temporary measure an off campus Preschool service was opened in February 2011; 2 days a week to support families on the waiting list. This classroom for 3 – 5 years is operated by Yuluwirri Kids, utilising the Connect 5 Mobile Preschool child care licence at the Family Support Service building, being the former Coonabarabran Preschool. This service will operate again in 2012.

The majority of families on our waiting list satisfy Priority of Access Level 2, under the Commonwealth Governments guidelines for Priority of Access. Waiting times are still exceeding six (6) months in many cases although the Centre has managed to accommodate many of the working families, albeit often on a compromised basis. Recent months, have seen an increase in enquiries and requests from Indigenous families for long day care indicating an acceptance and reputation of benefits the child care service has in that section of the community.

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The Centre in December had 38 children on the waiting list, requiring a minimum of 67 days. This is in addition to 40 Preschool places run offsite at the Robertson Street campus, which will relocate to the extended premises. Taking the total child care needs to 107 places across the Centre, being an average 21 places each day of the week.

Due to demand across Long Day Care and Preschool, we are only able to offer two (2) days Preschool to families, with a third day if the enrolment is split across both campus venues.

A number of expectant mothers have indicated an intention to use the Centre in 2012.

Families on a regular basis are requesting casual care, with only a small percentage of these needs being able to be met when permanent booked children are absent.

The Centre will become licenced for 79 places retaining its multipurpose centre status. Whilst the building capacity is 82 children, an initial licence to increase the number of places by 22 children is regarded as financially viable. This will provide the service with a growth strategy to increase capacity by the additional 15 places per week if the demand is demonstrated in the future. Initially however, Preschool places will increase by 8 places per day totalling an additional 40 places per week.

An additional 14 Long Day Care places per day will be provided across the following age groups;

- 0-18 months (Panda Room) an additional 1 place per day or 5 places per week
- 18 months - 3 years (Possum Room) an additional 5 places per day or 20 places per week
- 3 - 4 years (Monkey Room) an additional 8 places per day or 40 places per week

The proposed extension to the Centre will provide 12 places per day for Babies aged 0-18 months, rather than 11 places 0-2 years. A new Monkey Room for those children aged 18months-3years will be licenced for 20 places. The Possum and Giraffe Rooms will separate the large Preschool group into two groups of 3-4 years and 4-5 years and class size reduced to 23 and 24 places respectively.

Additional benefits include:

- A commercial sized kitchen and associated pantry space, cooking facilities, bench tops and trolley storage space with a service door exit to car park
- More storage and resources area
- Improved waiting room and entrance to reduce bottlenecks
- New meeting and staff programming room
- A separate craft kitchen
- A separate and quiet cot room and sleep area in the Toddler Room (Monkey) that will ensure the classroom play area size is maintained.

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- The new Panda Room has two separate cot rooms, with quiet sleeping space for the 12 cots.
- Two (2) new classrooms

The staff room will also consist of a meeting area where Yuluwirri Kids may hold meetings to connect and link community projects together. By developing their professional knowledge and skills, and working in partnership with children, families, communities, other services and agencies, they continually strive to find equitable and effective ways to ensure that all children have opportunities to achieve learning outcomes.

The separation of the ages of children enrolled at the Centre from 0-6 years into 4 (four) age groups will enable targeted programming and nurturing of children's wellbeing and welfare at the younger end of the spectrum. Smaller class sizes from the 3-4 and 4-5 years groups will provide better delivery of Preschool programs to meet the needs of the children in those important pre primary education years.

There is vacant land belonging to Council that adjoins the Centre and whilst this land is not specifically required for this project, it would allow for additional parking or an extended playground space. A professional cost estimate was provided by a registered Quantity Surveyor. The plans create an additional 2 classrooms and associated spaces (store, amenities, kitchen, staff room, verandah, cot rooms, change rooms and modified playground).

NSW Government

A submission was lodged to the NSW Government, again under the Preschool Investment Reform Program guidelines in February 2011. Since the change of the NSW Government in March 2011; Children's Services ie Preschools, were moved from Community Services into the NSW Education portfolio. A review of the PIRP and capital funding program was implemented and due for completion in December 2011. Until the review recommendations are approved by the Minister which may see new guidelines being established; the status of this application remains pending.

Federal Government

Council also sought funding from the Department of Education, Employment and Workplace Relations (DEEWR) under the Long Day Care Exceptional Circumstances Program.

A stage one offer of \$12,500 (ex GST) has been granted to undertake a second feasibility study and business plan and preparation of a formal building contractor quotation. Once this information is provided, the submission may progress to assessment for stage two funding to a maximum amount of \$450,000 (ex GST).

The General Manager has signed this letter of offer to expedite the execution of the funding agreement by DEEWR.

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RECOMMENDATION

That Council endorse and approve the General Manager signing and acceptance of the DEEWR Letter of Offer of State One Funding of \$12,500 (ex GST) for Yuluwirri Kids.

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FIONA LUCKHURST
ACTING DIRECTOR COMMUNITY SERVICES