



Warrumbungle Shire Council

Council meeting

Thursday, 25 August 2011

to be held at the Council Chambers, Coolah

commencing at 11.00 am

MAYOR

Councillor Peter Shinton

DEPUTY MAYOR

Councillor Murray Coe

COUNCILLORS

Councillor Kerry Campbell

Councillor Tilak Dissanayake

Councillor Ray Lewis

Councillor Mark Powell

Councillor Victor Schmidt

Councillor Ron Sullivan

Councillor Denis Todd

MANAGEMENT TEAM

Steve Loane (General Manager)

John McHugh (Acting Director Corporate Services)

Kevin Tighe (Director Technical Services)

Tony Meppem (Acting Director Environmental Services)

Rebecca Ryan (Director Community Services)

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 1

Date: 18 August 2011

Cr Peter Shinton
Mayor
Warrumbungle Shire Council
John Street
COONABARABRAN 2357

Cr Shinton

AGENDA

I submit the following report for Council's consideration at its meeting to be held on 25 August 2011. 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 21 July 2011

ADOPTION OF THE RECOMMENDATIONS of the Finance and Works Committee meeting held on 16 June 2011

ADOPTION OF THE RECOMMENDATIONS of the Traffic Advisory Committee meeting held in the Community Services Building, Coonabarabran on 28 July 2011

ADOPTION OF THE RECOMMENDATIONS of the Tourism and Economic Development Advisory Committee meeting held on 22 June 2011.

ADOPTION OF THE RECOMMENDATIONS of the Warrumbungle Shire Council Occupational Health & Safety Committee meeting held on 23 June 2011

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 2

Reports

GENERAL MANAGER'S REPORT	ANNEXURE 1	PAGE 04
CORPORATE SERVICES REPORT	ANNEXURE 2	PAGE 123
TECHNICAL SERVICES REPORT	ANNEXURE 3	PAGE 188
ENVIRONMENTAL SERVICES REPORT	ANNEXURE 4	PAGE 192
COMMUNITY SERVICES REPORT	ANNEXURE 5	PAGE 202

Questions for Next Meeting

Matter to be dealt with "in committee"

1C Relocation Expenses

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

The items relate to personnel matters concerning particular individuals and are classified CONFIDENTIAL under Section 10A(2) (a) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- a) personnel matters concerning particular individuals (other than councillors).

.....
STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 3

Index

1.1	Staff Awards 2011	4
1.2	Amendment to Organisation Structure.....	4
1.3	Organisational Change to Executive Services Structure	8
1.4	Report from Manager Human Resources	10
1.5	Central West CMA	12
1.6	Sister City Program - Japan.....	13
1.7	Linton Bridge - Coolah - 50 Years	14
1.8	Black Stump NSW	16
1.9	Financial Assistance Requests – August 2011	17
1.10	Australia Day January 2012	20
1.11	Family Friendly Time in Lieu Policy	21
1.12	Water Summit 2011.....	23
1.13	Request For Leave of Absence – Councillor Dissanayake.....	25
1.14	Meeting with Electoral Commissioner 15 th August	25
1.15	Management Plan Report – June 2011	26
2.1	Investment Securities – CDOs And FRNs	123
2.2	Report On Financial System.....	126
2.3	Bank Reconciliation	133
2.4	Bank Reconciliation Report For The Month Ending 31 July 2011.....	144
2.5	Rates Report For The Month Ending 31 July 2011	147
2.6	Warrumbungle Shire Council Operational 2.1 Rating Policy –	152
2.7	Significant Accounting Policies	155
2.8	Carry-Over Capex (Capital Expenditure).....	157
2.9	Carryover Requests For Capital Projects	160
2.10	Corporate Credit Card - Policy.....	162
2.11	Tenders For Water Meter Reading	165
2.12	Water Notice Format	167
2.13	Fourth Quarter Budget Review (30 June, 2011)	170
3.1	Road Maintenance Request – Extension of Yearinan Station Road.....	188
4.1	Up-Date on the progress of the Comprehensive LEP.....	192
4.2	Up-Date on the Council Chambers Extensions	193
4.3	Proposal for Council to offer one family 2011-12 season ticket.....	193
4.4	Proposal for establishment of a Local Heritage Fund	194
4.5	Applications Approved For Month Of July 2011.....	200
5.1	141 Martin Street Coolah (Lot 2 DP 875499).....	202
5.2	Fruit Fly Control Program 2011-2012.....	204
5.3	Mendooran VRA	204
5.4	IT Support Technician Trainee Position.....	205
5.5	Dunedoo SES Controller Reappointment – 2011.....	206
5.6	Boat Ramp Castlereagh River - Coonabarabran.....	207
5.7	IT Infrastructure Upgrade and Applications Update	208

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 4

GENERAL MANAGER'S REPORT

ANNEXURE 1

1.1 Staff Awards 2011

Applications for the quarterly staff awards closed on the 30 June 2011 for the third quarter nominations. Previous recipients of this award this year have been Chris Staniforth and Lisa Grammer.

Again this quarter there was a pleasing number of nominations received and considered against the criteria at a special meeting of MANEX. After a shortlist was created and much discussion, MANEX have recommended that Peter Wasley who is the Supervisor for Waste and Recycling be awarded a Warrumbungle Council Employee Excellence in Achievement Award.

Council and Staff congratulates Peter Wasley on his nomination and subsequent award.

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

- Kelly Dewar – Records Officer
- Craig Hynds – Grader Operator
- Randall Michael – Supply Officer
- Trish Sawyer – Senior Expenditure Officer
- Chris Staniforth – Supervisor Mechanic's Workshop
- John Walden – Supervisor Road Construction
- Frances Perry – Safety Officer
- Richard Clarke – Recycling Officer
- Bianca Dumas – Creditors Officer

Nominations will be considered for the current quarter nominated and following quarter before making way the next intake of nominations.

RECOMMENDATION

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

1.2 Amendment to Organisation Structure

The Consultative Advisory Committee at its meeting held on June 23, 2011 has now endorsed an amendment to the Corporate Services structure and that amendment relates to the position of Sub Accountant and Administration Trainee based in Coonabarabran.

- The addition of the Sub Accountant position offers the opportunity to plan for the future and ensure the department can continue to operate effectively should staff be on sick leave or annual leave. As there is several current staff in finance that

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 5

have an extremely high number of annual leave hours owed to them and due to workload have been unable to take this leave the new position will enable these staff to take leave without important work being neglected.

- The addition of the Administration Trainee for a period of two years will ensure an opportunity is offered to a young person within the Shire to attain a Certificate IV in Business Administration within the two years. Upon completion of the two year traineeship another young person can be offered the same opportunity.

The amended structure for Corporate Services is now submitted for Council's consideration.

RECOMMENDATION

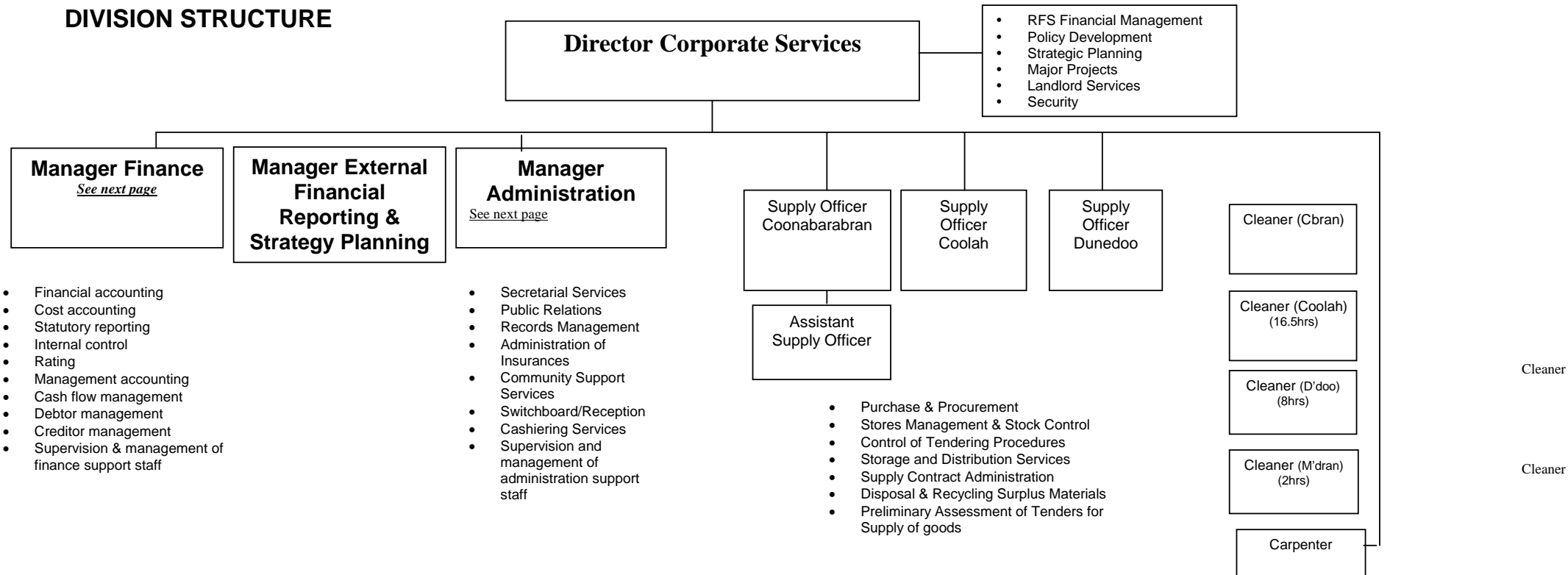
For Council's consideration and endorsement of the attached amended Corporate Services structure to include the new positions of Sub Accountant and Administration Trainee.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 6

Amended Structure for Corporate Services

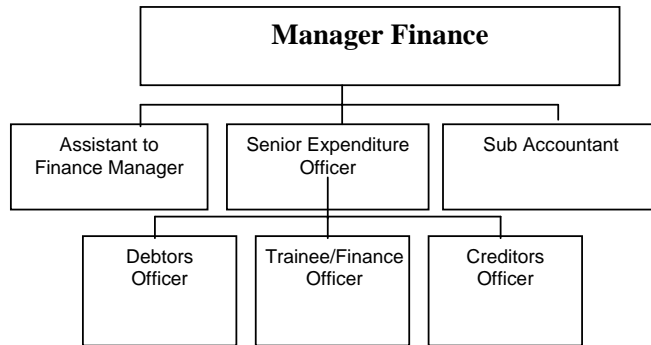
CORPORATE SERVICES DIVISION STRUCTURE



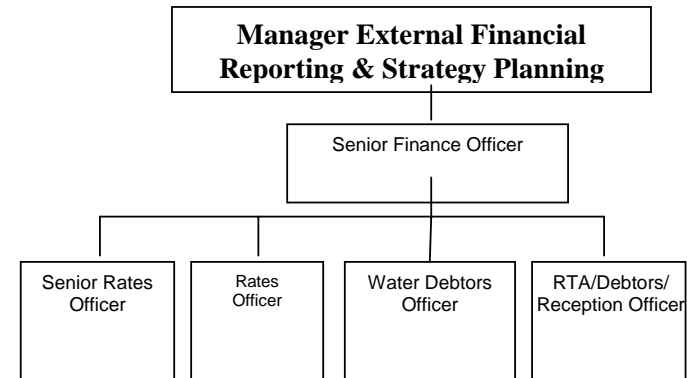
WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am
Page 7

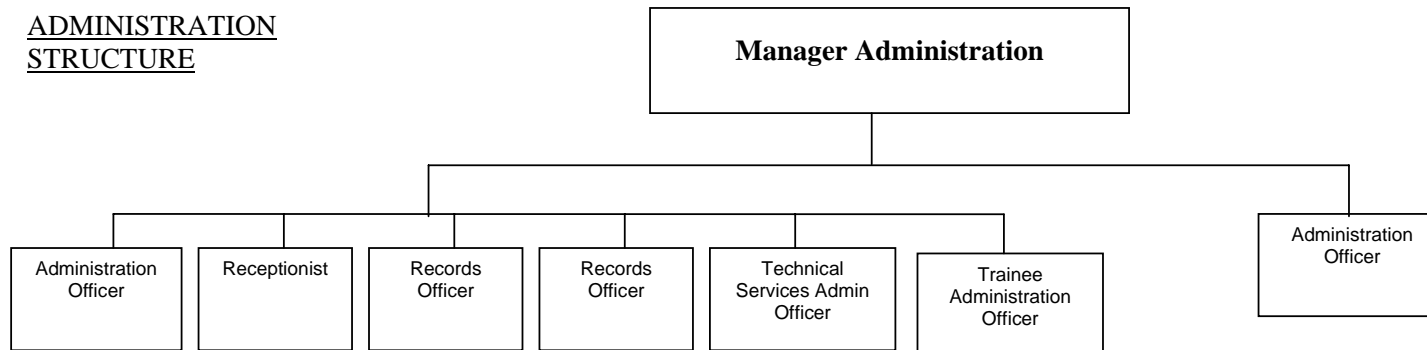
FINANCE STRUCTURE



EXTERNAL FINANCIAL REPORTING & STRATEGY PLANNING



ADMINISTRATION STRUCTURE



WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 8

1.3 Organisational Change to Executive Services Structure

Warrumbungle Shire Council currently employs approximately 210 staff. At this time there is no dedicated HR staff member responsible solely for the organisation's learning & development area. Some of these tasks are currently undertaken by both the HR Manager and HR Officer as time permits. There is no in-house training conducted due to staff numbers and time restraints.

The Award requires all staff to have a training and development plan in place. Training plans identify skills shortages and succession planning for the future.

Councillor Lewis' Notice of Motion in the July 2011 meeting "That Council employs or contracts an accredited trainer to increase the skill levels of our outdoor (road) crews to help improve the situation" highlights the need to address training and is acknowledged.

To ensure process improvements and to foster a well trained workforce, a dedicated Learning and Development Officer is needed for the organisation. This staff member will be responsible for developing and managing a framework and provide training for both indoor and outdoor staff to ensure Warrumbungle Shire is at the cutting edge of new skills and techniques.

This position would be responsible for but not limited to:

- Maintain appropriate records to enable the monitoring of Apprentice and Trainee progression by liaising with the training providers, the Australian Apprenticeship Centre and employees
- Contribute to the Workforce Management Plan
- Monitor, administer and report on budget expenditure as part of the corporate training plan
- Provide on site visits to staff to discuss training requirements and succession planning
- Conducting in house training in various areas of customer service, some software and new Council policies and procedures
- Liaise with external training providers to secure quality training programs that meet legislative requirements.
- Create and maintain a Learning and Development training calendar for publication within the organisation.

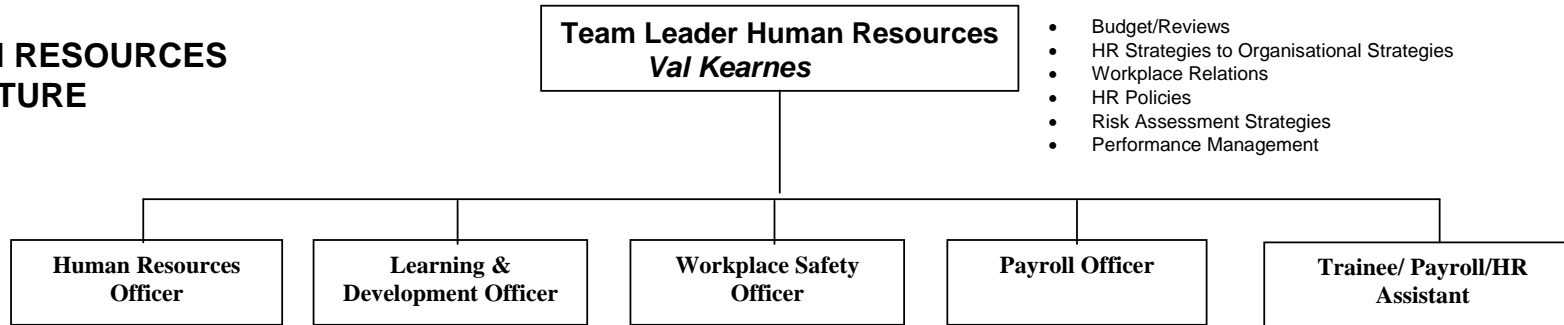
RECOMMENDATION

That Council approves the establishment of the position of Learning and Development Officer within Executive Services. This position will be added to the Organisational structure subject to the Consultative Committee recommendation at its meeting on September 1, 2011.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011
commencing at 11.00am Page 9

HUMAN RESOURCES STRUCTURE



WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 10

1.4 Report from Manager Human Resources

Since the July Council Meeting the following positions have been successfully filled.

- Child Development Officer – Family Support Services
- Administrative Officer Family Support Services
- Truck Driver – Coolah
- Grader Driver – Coonabarabran
- Technical Assistant Water Services – Coonabarabran
- Roller Operator - Dunedoo

Positions Currently Advertised - 6

- Grader Operator – Coolah – Re advertised
- Manager of External Financial Reporting and Strategy Planning – Re advertised
- Concrete Crew Leader – Coolah – Re advertised
- Front End Loader – Coonabarabran
- Supervisor Water & Wastewater Mains North
- Manager Asset Design

Positions Advertised – Applications closed – Selection process underway - 8

- 2 Design Engineers
- Tractor Operator (Coolah)
- Tractor Operator (Coonabarabran)
- Concrete Labourer (Dunedoo)
- 2 x Recycling and Waste Officers
- Sub Accountant – (Coonabarabran)

Positions to be advertised after HSC - 5

- Apprentice Plumber (Coonabarabran)
- Apprentice Gardener (Coonabarabran)
- Indigenous Trainee Warrumbungle Community Care
- Indigenous Trainee Yuluwirri Kids
- Trainee Administration

Positions not advertised – under consideration by management - 14

Some of these positions are awaiting decisions from senior management as to inclusion into new Organisational Structure whilst others are being finalised for advertising.

- Manager Building Services – New vacancy
- GIS Officer – Referred to Director for Technical Services
- Road Contracts Manager – Filled by Contractor until Organisational Structure review
- Compliance Officer – Coolah – New vacancy
- Admin/Finance Officer (Coolah) - To be determined in Organisation Structure review
- Cleaner (Coonabarabran) – Awaiting advice from Director Corporate Services
- Cleaner (Coolah) - Awaiting advice from Director Corporate Services
- Supervisor Mendooran – To be determined in Organisation Structure review

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 11

- Supervisor Water and Wastewater South – Currently filled as higher duties by employee
- Youth Development Officer – Awaiting Council’s recommendation
- Director for Corporate Services – Filled by Contractor until September 2011
- Director for Environmental Services – Filled by Contractor until Organisation Structure review
- Pool Supervisor Mendooran – Filled by casual until Organisation Structure review
- Manager Water & Sewer – Under consideration of location & package

Over the past several weeks we have been inundated by phone calls and non specific applications for employment which we have welcomed, acknowledged and directed to the website for information on Council’s currently advertised positions.

Applicants submitting resumes have been advised that we will match their resumes to vacant positions if possible and will contact them for more information if required.

RECOMMENDATION

For Council’s information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 12

1.5 Central West CMA

Council is in receipt of a letter from the Central West CMA extending an invitation to the next Councillor and Executive Luncheon Seminar and seeking an opportunity to make a presentation to Council, as follows:

The Central West Catchment Management Authority (CMA) recognises the importance of its collaboration with catchment Council's, primarily through the Local Government Reference Group and the Salinity & Water Alliance Forums. However, the Central West CMA Board and staff also recognise the need to keep both Councillors and senior management, who do not attend these meetings, informed of natural resource management initiatives across the catchment.

To this end, we are requesting that over the next few months, we be given an opportunity to make a presentation to Council.

It is envisaged that one of our staff, accompanied by a Board member, would give Council a short PowerPoint presentation covering such things as the Central West CMA's investment in the LGA, Reference Group and Alliance initiatives, how Council activities assist in improving the health of the catchment, etc. This would then be followed by discussion on ways to improve and build on our relationship.

We look forward to a positive response to our request in the near future.

In the meantime, we have organised the next Councillor and Executive Luncheon Seminar on Friday 9 September – please see the attached agenda for details. This event has been planned to coincide with the Central West Catchment Month, and the topic of the seminar will be the Central West CMA's new draft Catchment Action Plan, and in particular the relationship of this whole-of-Government plan and Local Government.

Presenters on the day will be Carolyn Raine, the Central West CMA's Manager – Strategy and Planning, who will outline the content of the CAP and how it was arrived at; and Geoff Hudson, the LGSA's Senior Policy Officer – Natural Resource Management, who will expand on the relationship between the CAP and the new DLG Planning and Reporting framework.

We see this as an important event and look forward to seeing your Council well represented on the day. We would ask that you extend the invitation and forward on the agenda to seminar to all Councillors and executive staff, thank you.

Please contact Diane Kureen, the Central West CMA's Local Government Officer, via the contact details above, to make arrangements for a presentation at Council and also to RSVP for the Luncheon Seminar – please RSVP the end of August. Also contact Diana should you require any further information.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 13

A determination is now sought from Council if it wishes to invite the Central West CMA to make representation to Council in the near future and further, who will represent Council at the Councillor and Executive Luncheon Seminar on Friday 9 September 2011.

RECOMMENDATION

That Council invite the Central West CMA to make representation to the ordinary September Council meeting and further, that Council determine who will attend the Councillor and Executive Luncheon Seminar on Friday 9 September 2011.

1.6 Sister City Program - Japan

From the September 2010 council meeting Council agreed to investigate the establishment of a "sister city style" partnership with Ibara City Council in Okayama in Japan.

Ibara, while a city, has similarities to Warrumbungle Shire; it is newly amalgamated, has a proportional population to Warrumbungle Shire and is home to the Bisei Observatory – the only publicly accessible observatory in Japan. Bisei has a mirror one centimetre smaller than the 40" telescope gifted by ANU to the Milroy Observatory, noting that the Milroy Observatory will be the largest publicly accessible telescope in the southern hemisphere.

The Mayor and Team Leader attended a meeting in Sydney in May at the offices of the Japan Local Government Centre (CLAIR) to progress this project. The Director of CLAIR was travelling to Japan the following week and would meet with the Mayor of Ibara-Shi on our behalf, presenting our case for the partnership.

From that meeting, and the Director's visit to Japan, came an invitation for the Mayor of Warrumbungle Shire Council to join a local government exchange team attending the equivalent of the LGSA Conference in Tokyo in November. It had been planned that CLAIR would then take the Warrumbungle Shire representatives to IBARA to meet with the local government representatives. In the meeting at the CLAIR office it was made clear that culturally it was not acceptable for representatives to have their spouses or partners travel with them; business is taken seriously and not mixed with pleasure.

IBARA-SHI has confirmed their willingness to participate in an exchange with Warrumbungle Shire. Mayor Shinton indicated that he has another long term family commitment during the period of the conference in Japan and would not be able to attend. This has been communicated to CLAIR. IBARA is anxious to proceed with this project and has suggested that consideration be given to meeting with representatives of Warrumbungle Shire in Ibara in October. October 10th is a national holiday in Japan but they have indicated that they could meet on the 11th and the 14th October and have set those days aside to show people around and discuss the benefits and activities of the partnership; school and business visits will be organised as well as visits to Bisei and the national park that surrounds the area.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 14

Council will need to make decisions at the August Council meeting about the composition of the delegation that they wish to send to IBARA-SHI. There are specials from time to time that make return flights approximately \$650. There will be some local travel and accommodation costs to be met but IBARA had previously indicated they were happy to home host guests for a couple of nights.

The nominees may need to await the outcome of the 2011 Mayoral Election.

CLAIR will continue its important role of coordination with IBARA-SHI.

RECOMMENDATION

- That Council confirms its intention to CLAIR to establish a “sister city” style partnership with IBARA-SHI and accepts the invitation to meet with the Mayor and staff of IBARA-SHI on 11th and 14th October 2011.
- That Council determines the composition of the delegation to travel to IBARA-SHI and confirms the dates of travel with CLAIR.
- That Council establishes a budget for this project by way of a supplementary provision.

1.7 Linton Bridge - Coolah - 50 Years

In July Mrs Carol Richard of Coolah wrote to Council informing that the 50th Anniversary of the opening of the “Coolah Bridge” will be on 21 September 2011. Mrs Richard is wondering if Council would like to commemorate this anniversary in some way and suggested that the bridge be assessed for possible maintenance/painting after this length of time.

The following information is provided by Mrs Richard:

The Mudgee Guardian reported that during the last day of February, 1955, the rainfall registered in the Coolah Valley varied between eleven and seventeen inches (275mm to 430mm). At Old Castle near Leadville, fourteen and a half inches fell in thirty-six hours.

There were also heavy falls of rain on the Talbragar River catchment which resulted in the approaches of the smaller bridge at Denison Town being washed away plus the destruction of the half mile length of the eastern approach of the Craboon-Coolah railway bridge over the Talbragar River near Craboon.

The Coolaburragundy River reached its highest level within living memory. Severe damage was caused to the Craboon-Coolah railway line. A train and a number of bulk trucks were stranded at the Coolah station. The water rose so high in the yard that it flooded the bulkhead where a large quantity of wheat had been stored. This was contrary to the survey taken in 1919 that the station yard would be quite above any local flood

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 15

level that is likely to occur. Several houses in the vicinity of the station were partially flooded.

The bridge over the Coolaburragundy River on the Coolah – Cassilis Road was washed away, its wooden structure being deposited upside down on the adjoining lucerne paddock. The remains had to be completely dismantled before it could be moved. At the same time, acting Shire Engineer, Vince Brassil said “little could be salvaged of the bridge remains for patch work.” The destroyed bridge was the second structure erected at this crossing.

Within a few days of the bridge being washed away, a “flying fox” was erected across the still full flowing river, to be used for emergency purposes. One person wishing to enter the town from the Oban side feared to use the flying fox and preferred a ten mile walking circuit via the railway bridge at The Rock.

The fact that their bridge had been washed away was not a surprise to the locals. In October 1954, the Coolah and District Progress Association had informed the Coolah Shire Council that the present structure was dangerous to fast moving and heavy traffic. It was too narrow for all farming machinery to access. Every time the river flooded, there was grave concern in the community that the bridge would be washed away completely.

By mid April 1955, piles had been driven on the site of the old structure for the erection of a temporary Bailey Bridge which was to be especially delivered from England. The Department of Main Roads contributed the sum of 6,000 pounds (\$12,000) towards the cost of the supply and erection of the temporary structure. In the same month, April 1955, a contour survey had been completed of a site a little upstream for the erection of a new concrete/iron bridge.

The new bridge was officially opened on 21 September 1961 by G.H.Linton, Divisional Engineer of the Department of Main Roads from Tamworth. An official luncheon was held at Johnson’s Coolah Hotel (now Black Stump Inn) to celebrate the occasion. The cost of constructing the steel truss/concrete bridge and approaches was 60,000 pounds (\$120,000), supervision being by Shire Engineer, Frederick Roy Kelley and construction by Alex Gore who at the time was residing at Brown Springs, Coolah.

RECOMMENDATION

That Council determine if it wishes to mark this Anniversary.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 16

1.8 Black Stump NSW

Council has received a request from Mr Kevin Bourne for permission to use material from a leaflet published by the previous Coolah Shire. Mr Bourne's request and additional information follows:

Through the courtesy of Mr. R. Cameron, Shire Clerk of Coolah, we are permitted to quote from an interesting leaflet published by the Shire.

I have been trying to contact the Shire of Coolah and have now been advised of the council amalgamation. So I am redirecting my enquiry to you.

A few years ago I had access to a book which dealt with place names and under "BLACK STUMP NSW" quoted from a leaflet published by Coolah shire. Apparently at the time Mr. R. Cameron was the then Shire Clerk. The editor of a newsletter published by Melbourne Walking Club has expressed a keen interest in using information from the leaflet. I wonder whether you would permit similar useage of the material (which would be gratefully acknowledged of course).

I will attach a copy of the information gleaned from the book, the name of which I have no record...

'There is evidence that several wayside inns existed in the Coolah Shire area. These were needed for travellers along the long road routes. The best known was the Black Stump Wine Saloon situated near the Gunnedah road, six miles from Coolah. It was the staging post for north-western New South Wales. The importance of this inn resulted from its position at the junction of the old coach roads. It was also a resting place on the old Sydney stock route before passengers entered the rough country in the last leg of the journey.

'The position of the inn is clearly marked on old New South Wales Lands Department maps and like many a pub before and since, it became the hub from which men dated their journeys and gauged their distances ... The saloon was named after the nearby Black Stump Run and Black Stump Creek, both of which derived their names from the local saying of "beyond the Black Stump".

'In 1826 Governor Darling proclaimed "limits of location" or boundaries "beyond which land was neither sold or let" nor "settlers allowed". This boundary was located in 1829 as being the northern side of the Manning River up to its source in the Mount Royal Range, then by that range and the Liverpool Range westerly to the source of the Coolaburragundy River, then along the approximate location of the Black Stump Run, then in a south-westerly direction to Wellington.

'Land north of this location was referred to as land "beyond" and the use of the word "beyond" can be found in the Government Gazette of 19th January, 1837.

RECOMMENDATION

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 17

For Council's determination.

1.9 Financial Assistance Requests – August 2011

At the ordinary March 2011 Council meeting Council adopted the Policy, Financial Assistance to Others. In this Policy it states that Council will consider applications for financial assistance at the ordinary meetings in February and August each year with a complete Policy review in February each year.

Below is a listing of the applications received for consideration at the August Council meeting:

Applicant	Amount requested	Expected project
Coonabarabran DPS Local and Family History Group Inc – cemetery wall committee	\$300	To pay for quotation from Castlereagh funerals for graphic design work for memorial plaques
Rock'n at the Racecourse 2012	\$3,000	Fireworks / Live Performers
Warrumbungle Arts & Crafts Inc	An amount of \$1,000	Request to increase acquisitive prize from \$800 to \$1,000
Mullaley Gymkana Association	\$3,000	\$900 for gates and \$2,100 for fencing materials including posts and wire and end sections
Warrumbungle Arts & Crafts Inc	\$1,000	Offset cost of Town Hall hire for art and craft exhibition expo in October 2011
Dunedoo Mendooran MPS Volunteer Group	\$224	Cost of paper, ink and postage to 950 households of one edition of Health Matters/Community Wellbeing Newsletter
Coonabarabran DPS Local and Family History Group Inc	\$500	Purchase of Microfilm for research
Cobbora Hall Group This is a privately owned Hall and it is on privately owned land.	\$9,000	Rewiring and installation of electrical equipment as final stage of hall restoration
Mendooran and District Development Group	\$750	For Mendooran and District Historic Collection – storage folders and containers, printer, toners, discs, laminating, display boards etc.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 18

Applicant	Amount requested	Expected project
Coolah Visitor Information Centre – Sub Committee of CDDG	\$200	Funds to be used for activities associated with printing tourism material as a means of promoting the Shire
Coolah and District Historical Society	\$5,000	To purchase computer and scanning equipment to be used by Historical Society volunteers
St Marys Catholic Church Mendooran	\$2,000	Preparation, repair and painting of the interior and exterior of Church
Mendooran/Merrygoen Amateur Swimming Club	\$200	Operational costs to assist the club members in keeping the club open for the kids in the community
Westpac Rescue Helicopter Service	\$200	Maintaining and operating the new second rescue helicopter
Riding for the Disabled	\$1,800	Replacing helmets for disabled riders and drivers
Coolah Central School Already has donation for 2011/2012	\$70	Contribution to annual Prize presentation night
Ulamambri Memorial Hall	\$1,500	Purchase of materials for construction and erection of fences
Coolah Youth and Community Centre	\$500	Funds to be used to install outdoor lighting
Coolah Youth and Community Centre	\$1,000	Replacement of front doors to comply with safety rules
Coolah Youth and Community Centre	Up to \$40,000	Cost of DA and preparatory work to proceed with request for funding grant for a skatepark in Coolah
Coolah District Development Group Inc	\$1,000	Annual audit expense incurred by the Group
Mendooran Tennis Club Inc	\$10,000	Purchase of a water tank, taps, fittings, more efficient toilet systems
Mendooran Tennis Club Inc	\$11,000	To buy materials for a ramp to access the clubhouse and purchase paint
Mendooran Tennis Club Inc	\$12,000	Upgrading of playing surfaces of 4 courts. Paint
Coolah Team Penning Inc	\$1,000	Purchase of materials for the construction of a smaller “soft-fall” arena at the Coolah Recreation Grounds

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 19

Applicant	Amount requested	Expected project
Mendooran Showground Trust	\$850	Funds to be used for new/additional water meter
Coolah MPS Committee	\$1,000	Fund Coolah Family Health Forum
Mendooran Gun Club Inc	\$1,500	Purchase of voice recognition device to be used in conjunction with automatic clay target throwers
St Lawrence's Parish Coonabarabran Currently receiving a donation equal to half the water and sewerage access charges. (\$306)	\$275 Recycling \$275 Waste Collection	Request to remove or reduce rates including waste and recycling charges.
Mendooran Turf Club Already has a donation for 2011/2012.	\$1,000	Funds towards the organisation and running of this once a year function
Castlereagh Tennis Club	\$500	Equipment (modified tennis balls and junior racquets)
The Coonabarabran Men's Shed	\$350	Provision of gardening tools for enhancing the surround of the shed site in Essex Street
Coolah Historical Arts and Tourism Subcommittee	\$576	To assist with a planned exhibition to commemorate the Siege of Tobruk
Binnaway Amateur Boxing Gym	\$1,000	The funds to be used to address OHS issues – replacement of ceramic toilets, materials for fixing guttering, stormwater down pipes, leakages in the room and underside of ceiling on veranda.
Baradine Aged Care Association	\$250	Restoration of the public noticeboard in Wellington Street Baradine
Binnaway Progress Association	\$1400	Rejuvenation of existing town information boards
Dunedoo Progress Association Inc	\$92,000	Cementing netball courts
Mendooran Preschool Inc	\$600	Building a small native garden at the entrance to preschool and shade tree
Mendooran Rodeo Coonabarabran Bowling Club	\$2,000 \$200	Purchase of steel to build another grandstand To promote Coonabarabran throughout Australia to bring sports people and partners to our Shire at Easter for the Easter Carnival.
Late Application		
Coonabarabran Masonic Lodge	\$800	To paint exterior walls of the Masonic Building in Cassilis Street Coonabarabran.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 20

RECOMMENDATION

For Council's determination.

1.10 Australia Day January 2012

A very successful and hot Australia Day 2011 included an event hosted in each of our towns. Again the functions were held in each of the six towns and included a Breakfast at Binnaway and Mendooran, Morning tea at Baradine, Lunch at Dunedoo and the evening activities at Coolah and Coonabarabran which included a dinner or BBQ.

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

Individual and team local awards were administered and awarded by each organising committee group. The communities have taken ownership of their own categories of awards which include Certificates of Recognition, Group Community Service and Sports Team of the Year Awards.

The organising committee varies in each community. The Hospital Auxiliary in Baradine, the Development Groups in Coolah, Dunedoo and Mendooran, the Progress Association in Binnaway and the Chamber of Commerce in Coonabarabran provides the basis for the host Australia Day Committee which includes the Public Liability Insurance umbrella. Members of the community and other local organisations are also invited to participate in this committee with the Development Coordinators assisting as necessary. Other service organisations such as Lions and Rotary for catering and Schools, Lands Council or Girl Guides are involved for the event program support.

Council provides a small contribution to each committee to cover the advertising, and frames or laminating of local awards and catering. The amount allocated in 2011 was \$300 each for Binnaway, Mendooran, Baradine, Dunedoo and Coolah. The Coonabarabran Rotary Club had made a budget submission re Australia Day catering in 2011 and was allocated a contribution of \$500 for Coonabarabran. There was an understanding that the town which hosted the award for the Warrumbungle Shire Council Citizen of the Year was to receive an additional donation of \$100, however no record of this has been made via Council resolution. The total budget allocation for Australia Day in the 2011-2012 Management Plan is \$4,000 that covers the hosting of two (2) Ambassadors and the Australia Day Committee contributions in each town.

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 21

Feedback from the Development Coordinators and local organising groups is very positive with this current format.

Council consideration is now sought for the arrangements for the 2012 Australia Day functions throughout the Shire and if it wishes to participate in the Australia Day Ambassador Program for the 2012 Australia Day Celebrations.

RECOMMENDATION

1. That Council participates in the Australia Day Ambassador Program in 2012 hosting two (2) Ambassadors
2. Council administers and presents the following awards for Australia Day 2012;
 - i. Warrumbungle Shire Council Citizen of the Year
 - ii. Young Citizen of the Year
 - iii. Senior Citizen of the Year
 - iv. Sportsperson of the Year and
 - v. Young Sportsperson of the Year Award
3. Council provide a contribution to each local organising Australia Day Committee in Baradine, Binnaway, Dunedoo, Coolah and Mendooran an amount of \$400 and Coonabarabran \$500 with the host community of the Warrumbungle Shire Council Citizen of the Year receiving an additional \$100 towards the function catering.
4. Council pools be opened free of charge throughout the Shire on Australia Day 2012 as in past years.

1.11 Family Friendly Time in Lieu Policy

The Warrumbungle Shire Council Consultative Committee at its March 2011 Meeting considered the Policy - Family Friendly Time in Lieu.

The Committee approved the policy subject to a minor change to Point 8; that being 15 minutes.

The Policy is attached for Council's consideration and endorsement.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 22

Family Friendly Time in Lieu Policy

Aim

To ensure and facilitate a family friendly workplace.

This Policy is an attachment to the Nineteen Day Month Indoor Agreement and does not apply to these employees under the Nine Day Fortnight Outdoor Agreement.

This policy is not to be used to implement any permanent shift from normal core working hours.

Policy

- 1 All staff shall be provided with access to overtime and TIL provisions of the Award when required to work time in excess of normal working hours.
- 2 All TIL will be accrued at normal hourly rate.
- 3 The benefit of working overtime or TIL must be based on organisational need including urgency and value of return prior to approval.
- 4 All overtime and TIL must be pre-approved before working by the Supervisor, Manager, Director or General Manager. The exceptions are any nominated Council Officer by way of written delegation from the General Manager.
- 5 All Award entitlements will be paid for emergency call outs without pre-approval.
- 6 The employee will be provided with the option of having the approved additional time worked paid as overtime or exchanged as TIL. If accepting TIL the employee accumulates all time at the base rate for that position.
- 7 Where overtime is required equity must be considered when distributing work across groups of employees with equal ability to perform such duties.
- 8 The minimum time worked to accumulate TIL shall be a total of fifteen minutes within a one day.
- 9 The minimum time worked to be paid overtime shall be a total of fifteen minutes within a one day.
- 10 Team, equity and fairness to work colleagues and organisation outcomes will be required to be considered before a request for the accruing or taking of TIL is approved.
- 11 Credits for TIL may not accumulate beyond a maximum of five (5) days without mutual agreement with the Manager, Director and the employee. Where there is an excess of five (5) days accumulated TIL efforts, through

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 23

consultation with the Manager and the employee will be made to reduce credits back to below five (5) days within a three month period.

- 12 Where regular or consistent overtime is required for a position, due to the nature of the duties, site/project agreements can be entered into. Similarly, remuneration may be annualised.
- 13 TIL will not be paid out and must be taken as leave. The exception to this arrangement will be when an employee resigns and it is not possible for the employee to access such leave before their termination date.
- 14 All TIL and overtime will be recorded on timesheets and processed through the payroll system to ensure accurate records are maintained.

Definition

For the purpose of this policy an emergency is defined as a situation that requires immediate attention of the employee to ensure the safety and welfare of employee(s), or the public. This includes the safety and protection of Council and public assets and facilities.

RECOMMENDATION

That Council endorse the Policy – Family Friendly Time in Lieu for the indoor staff of the Warrumbungle Shire Council.

1.12 Water Summit 2011

The 2011 Water Summit was held on 20th and 21st July 2011 in Sydney and was attended by Council's Town Planner, Jane McIntosh. Speakers shared timely strategies to grow Australia's \$90 billion water business, while streamlining supply and demand across cities, towns and regional areas.

How to manage resources during climate change

The governments approach to managing water during climate change is a three tiered approach – mitigation, adaptation and international engagement. The mitigation aim is to keep the temperature increase below 2 degrees over the next decade. Even if this goal is achieved, adaptation measures will still be required. They are currently developing a study through AECOM on securing long term water supplies, which should be available at the end of this month.

The more water is becoming recognized as a valuable resource, the more valuable water has become. The government has given water a dollar value which allows people to trade water and property rights. Water sharing plans have been put in place with an allocation strategy (both high security and general security products). Approximately 95% of water extracted in NSW is now part of a water sharing plan. The next steps for the NSW Office of Water are to look into and complete strategies on:

1. Commonwealth Basin Plan

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 24

2. Implement plans and licenses etc with a commitment to compliance
3. Trading

Northern Victoria Irrigation Renewal Project is looking at managing water used for irrigation by reducing the 6300km channel network through northern Victoria, reducing seepage and leakage losses (for example by using plastic lining in irrigation channels), implementing a total channel control system and using new modern connections to service increased areas. Areas that never should have been irrigated are being looked into with a goal of reducing the irrigated area in northern Victoria by 50%. Cotton Australia are also implementing measures to maximize production through water by improving the efficiency of water use. A study was done on the different types of irrigation (drip, furrow, bankless, lateral) and the effects of each.

It is important that consumers of water are aware of water restrictions and aware of how they can minimize their water usage. This can be a focus of local Council's and water companies. In south east Queensland the average water use per day was 300L per person before the drought and has been reduced to 140L per person per day through making the community aware of how they can reduce consumption.

Recycled water needs to be further looked into. Western Water Company recycle up to 85% of their water and use it for car washing, toilet flushing and gardening. Their community did not want to use it for drinking. They also have an initiative to improve water efficiency in the home by getting the local plumber to come and fix shower heads, toilets, taps, etc and the bill is added to the water bill so consumers don't have a huge up front cost. Yarra Valley Water (north/east suburbs of Melbourne) mandate the use of recycled water.

Volatile weather conditions (floods, droughts and bushfire)

There was a presentation from Ian Maynard, CEO of Queensland Urban Utilities who spoke about the largest water transfer in Australia where they took over 18,000km of water and sewer pipes and 990,000 residential customers in south east Queensland. He spoke about the devastating effects of the Queensland Floods and the emergency measures that were required to be put in place, costing approximately \$63 million.

Pressures to protect Australia's most precious resource – water

The ACT water corporation ACTEW has implemented measures to secure water for the nations capital, Canberra. A government taskforce was put together to enlarge Cotter Dam in the ACT's most productive catchment. They also implemented a Murrumbidgee to Goodong River transfer pipeline in NSW (with the pumpstation in ACT).

It is important that technology is utilitised to its potential to identify key issues and in turn protect Australia's water resource. There are satellite mapping techniques and other mapping techniques used which determine rock types, aquifier depth, water temperatures and which/how aquifiers intersect. These are used in the gas, hydro thermal, environmental, and coal industries.

Alternate sources need to be further researched such as desalination plants. South East

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 25

Queensland Water have a desalination plan which is utilized only when required. This was utilized during the recent Queensland floods. They have a range of different water sources and have their infrastructure set up so that they can use the most effective water source at any point in time.

It was noted that maintaining the rights of farmers is important and should be included in any plans that are set up.

RECOMMENDATION

For Council's information.

1.13 Request For Leave of Absence – Councillor Dissanayake

Background

A letter was received from Councillor Dissanayake dated 17th August 2011, advising that he is unable to attend the ordinary meeting of Council on 25th August 2011 and requesting Leave of Absence.

Issues

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

Option

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

Financial Considerations

There are no budget implications resulting from this request.

RECOMMENDATION

That leave of absence be granted to Councillor Dissanayake for the meeting to be held on 25th August 2011.

1.14 Meeting with Electoral Commissioner 15th August

On Monday 15th August the General Manager travelled to Moree to meet with Electoral Commissioner, Colin Barry and his assistant Terry Jessop to discuss the pros and cons of Councils conducting the 2012 Local Government Election. Commissioner Barry has adopted a very hard line and informed the meeting that Council's choice is to opt for the Commission to conduct the election or run it themselves. If the latter option is chosen there will be no assistance from the Commission.

Commissioner Barry indicated that he would circulate further and better particulars prior to the August council meeting and it is anticipated that the information will be tabled for councillors consideration at the meeting.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 26

Councils are required to inform the commissioner of their chosen position by 30th November 2011.

RECOMMENDATION

For Council's information.

1.15 Management Plan Report – June 2011

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

RECOMMENDATION

That Council note and receive the report.

.....
STEVE LOANE
GENERAL MANAGER

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 27

PROGRAM: Governance
PRINCIPAL ACTIVITY: Governance
OBJECTIVE GROUP: Council

<i>COST CENTRE OBJECTIVE:</i>		To be aware of the challenges confronting Local Government locally and on a regional basis. To be consistent, efficient and equitable in decision making, to operate with uncompromising integrity and to encourage the citizens of Warrumbungle Shire to participate in the governance of the community.	
<i>EXECUTIVE - COUNCIL</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
86	Conferences	To allow all Councillors an opportunity to be part of and well informed on all Local Government activities	Crs Shinton, Campbell and the General Manager attended the annual Shires Conference in Sydney in June. The Mayor continues to attend Mine Related Councils and OROC conferences. Circulars and newsletters are emailed to Councillors on a regular basis and when available. The General Manager maintains his membership with ALMA.
	Consultancies	To provide assistance to Council in senior staff appointments.	Senior Staff appointments held annually with the Assistance of the Local Government Management Solutions team. The recruitment/appointment of the new General Manager took place in March with commencement of duties in May.
	Subscriptions	To be an active and supportive member of the Shires Association.	Subscriptions paid annually to OROC, Shires Association, Country Mayors, Rural Road Network, Castlereagh Macquarie County Council and Mine Related Councils.
87	Donations	To provide support for community organisations in accordance with set policy	The Council's Financial Assistance to Others Policy has been reviewed and endorsed. Calls for community input for financial assistance is sought in January and July each year for consideration at the February and August Council meetings.
	Councillors	To provide Councillors with the level of remuneration as statutorily required and to allow Councillors to participate fully in the decision making process.	Council's fees, travel and facility allowances paid monthly and in accordance with Policy.
	Other	To meet the overhead charges attributed to the governance section.	Overhead costs are applied on a quarterly basis and reflect a full and fair proportion of the administration and general operating costs.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 28

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Civic Functions	To ensure that all civic functions are professionally presented and Council's relationships provide a positive image of Council.	Civic functions coordinated as and when required.

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

<i>COST CENTRE OBJECTIVE:</i>	To ensure the internal staffing structure is one that is able to meet the challenges of change and community expectations. A dynamic organisation that is efficient, effective and equitable.		
<i>EXECUTIVE – ORGANISATION STRUCTURE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
88	Organisation Structure	To monitor the structure of the organisation so as to encourage accountability and enthusiasm throughout the Council organisation.	Council continues to review its organisation staffing needs with consideration given to the recommendations of the DLG and Local Government Solutions Reviews. A full review of the Organisation Structure will be undertaken after the completion of the Community Forums.
		To progressively improve the quality and range of services provided.	Recommendations from the Promoting Best Practice Review are a regular Manex Meeting item and are progressing.
	Corporate Affairs	To provide transparent and accountable local government exercising community leadership. Promote communication and consultative processes that encourage effective participation by the community and Council's decision makers.	The Mayoral newspaper items continue on a fortnightly basis while the General Manager and Mayor conduct radio interviews with the ABC after each Council meeting. Copies of all Council meetings are made available for the public and are also placed on the Council's Website.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 29

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

<i>COST CENTRE OBJECTIVE:</i>		To effectively advise the community of Council's plans, objectives and goals and to foster community involvement and a common sense of purpose.	
<i>EXECUTIVE – PUBLIC RELATIONS</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
89	Public Relations	To keep the community informed of Council activities through all available avenues	As well as the regular report to the local papers and the radio interviews Council continues to publish media releases and stories of interest for the communities.

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

<i>COST CENTRE OBJECTIVE:</i>		To promote and foster at every opportunity the unique advantages of Warrumbungle Shire to potential developers. To encourage existing business to expand to service the Shire and adjoining region.	
<i>EXECUTIVE – ECONOMIC PROMOTION</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
90	Economic Promotion	To review the community facilities available, ascertain desirable classes of developments and facilitate promotional activities.	Support is provided to the Team Leader Tourism and Economic Development to promote the Shire. The Mayor and General Manager attend the Mine Related Council, Eastern Star Gas and Wind farm meetings. A report on the Cobbora Coal mine is presentation to Council as and when information is available.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 30

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure that the available resources are used to efficiently and effectively implement Council's aims, objectives and policies. To develop an organisation that is enthusiastic and willing to accept the challenges of external contestability while providing a total quality service to the community.	
<i>EXECUTIVE – MANAGEMENT AND LEADERSHIP</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
91	General Manager - Management and Leadership	To ensure that all Council programs are met, subject to available resources. That new management practices are considered to improve efficiency and effectiveness.	Programs monitored and met within resource constraints. IP&R progressing well. The General Manager and Mayor attend the OROC meetings to ensure a uniform effort for Local Government.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	The WSC Safety Officer continues to monitor the safety of the workplace and is currently preparing in consultation with Staff a Business Continuity Plan. Staff have undertaken Risk Management training.
		Cobbora Coal Mine Strategy - Council adopt each of the fifteen (15) strategies noted for implementation and that the General Manager report at each quarterly review on the specific outcomes achieved toward each strategy.	Strategies adopted and information reported on to Council meetings each quarter or as and when available.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 31

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

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

EXECUTIVE SERVICES – HUMAN RESOURCE SERVICES

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
93	Human Resources Management	Provide comprehensive and best practice Human Resource services to enable staff and managers to achieve their corporate objectives through research, networking and attendance at specialist training sessions.	Advice given to management to ensure best practice within the organisation
94	Payroll Services	Provide an efficient payroll service to the Organisation.	Yearly Payment Summaries sent to all staff
	Training	To prepare and implement an ongoing training plan that best ensures that councillors and staff have a suitable skill level to fulfil and improve the delivery of all Council services.	Dual Diploma, Water services, Certificate 111 and Diploma in Finance and Workcover Plant Tickets. All training budget fully expended at the end of June for all departments.
	OH & S Risk Management	Provide an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OH&S Audit completed with contractor working with Safety Officer and management to construct a Business Continuity Plan

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 32

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Staff Recruitment Services	Provide a cost effective, timely and professional recruitment, selection and induction procedure, advice and support services to enhance stability and continuity in staffing establishment.	13 positions advertised with 4 positions being filled this quarter, two positions re advertised and seven positions to commence in July
95	Salary System Management	Provide comprehensive, easily administrated, fair and equitable appraisal processes to ensure that all staff are assessed at least annually and that employees are remunerated, rewarded and developed in accordance with all relevant Awards, Agreements, legislation and Best Practice principles.	Received several Reviews for Assessment following staff undertaking training in Workcover Plant Licences.
	Organisational Development	Provide advice and support and contribute to the improvement of organisational structure, systems, procedures and processes to ensure an effective and efficient organisational structure.	Changes made to Corporate Services and Community Services Structure
	Industrial Relations	Provide advice to management on industrial matters and negotiate matters with staff and Industrial Bodies.	Continuing Industrial Relations matter

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 33

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

COST CENTRE OBJECTIVE:	To actively promote and provide an efficient and cost effective economic development and marketing program, to facilitate and encourage economic development within the Shire.
-------------------------------	--

ECONOMIC DEVELOPMENT OBJECTIVE

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
95	Developmental Services Management	<p>An accessible, customer focused Economic Development and Information Service.</p> <p>Facilitate and co-ordinate the shire's business growth and development</p>	<ul style="list-style-type: none"> ▪ Continuing contact with industry operators & developers and establishing new contacts for future development. ▪ Maintaining partnerships with I & I, BEC, RDA-Orana, Renewable Energies Precinct, ANU and NPWS to ensure currency of information and access to specific programs and services for industry. ▪ Liaison with Health Council members on a new brochure. ▪ Team Leader attendances at conferences, meetings and events to network with agencies. ▪ Progression of sister city p/ship with Ibara incl meeting of Mayor & T/L with CLAIR to further project; Hank Sato prepared translations of the WSC materials. The Director of CLAIR presented the WSC invitation and material to the Mayor of Ibara - Ibara responded positively to the invitation. Liaison with other shires on sister city program. ▪ RDA, I & I and BEC personnel directed to individual businesses seeking specific assistance. ▪ Assisted local operator with submission to TQUAL for funding of a new tourism complex – total project valued in excess of \$1m; submission for \$100,000.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 34

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
95			<ul style="list-style-type: none"> ▪ ▪ Established Consortium of members for submission to RDA-F for ANU upgrades .. submitted grant application – grant sought \$2m. ▪ Coordinated imaging workshop for retailers – good response. ▪ Hosted RDA-Orana Board Meeting ▪ Hosted EDO meeting Met with proposers of additional power supply development
	OH & S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	<ul style="list-style-type: none"> ▪ Building and grounds continue to be maintained in a safe manner. ▪ No accidents or incidents reported. ▪ Installation of air vent covers to reduce costs of heating etc in building.

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
96	Economic Development Industrial Subdivision Economic Promotion	Additional industrial land being made available for sale. Implement an effective economic promotion campaign.	<ul style="list-style-type: none"> ▪ Awaiting outcomes of re-classification of land for industrial subdivision in Ulan Street. ▪ Contract for Oxley Highway blocks lapsed ▪ Successful bids for events and conferences to shire. ▪ Print media advertising into Wollongong/Sth Coast – good level of enquiry in response ▪ Agreement to participate in Country Week to promote employment & living opportunities in WS; preparation of material for jobs board. ▪ Conference & Event Attraction has been successful with several smaller events now looking to become annual events; eg Teachers Fed Beginning Teachers Conference (70 for 3 days) (min value to town is app \$50,000).

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 35

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

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

ECONOMIC DEVELOPMENT

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
97	Economic Development	<p>An accessible and customer focused Community Economic Development service.</p> <p>Encouraging a collaborative and collective action by the community towards building active and sustainable communities.</p> <p>Establish needs, opportunities and facilitate funding sources for local Economic Development projects.</p>	<ul style="list-style-type: none"> ▪ Information and materials from funding and development agencies distributed to CDO's, business groups and individual operators ▪ CDO's represent on the TED Committee and contribute to shirewide initiatives. ▪ Provided a Grants Writing Workshop with several of the CDO's participating with other community members from across the Shire. ▪ Provided letters of support for funding applications to community applicants. ▪ Regular attendance at Chamber of Commerce meetings and contributing to planning.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 36

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

<i>COST CENTRE OBJECTIVE:</i>		To vigorously provide and promote an efficient and cost effective Visitor Information Service and Centre.	
<i>TOURISM INFORMATION OBJECTIVE</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
98	Visitor Information Centre	An accredited and customer focused Visitor Information Service	<ul style="list-style-type: none"> ▪ Coonabarabran VIC complies with Level 1 accreditation requirements; ▪ Volunteer famil undertaken; ▪ Staff participated in the Retail and in the Grants Writing Workshops; ▪ Inhouse Customer Service training ▪ Staff completed Cert 3 in Tourism
99	Tourism Promotion	Implement an effective tourism marketing and promotions campaign, which is aligned to market research.	<p>Market Targets</p> <ul style="list-style-type: none"> ▪ Continued print media and website advertising in publications incl Wanderers Mate, Coach Accom Specialists, Maitland Mercury to coincide with C & C show; <p>Conf, Event & Group Attraction</p> <ul style="list-style-type: none"> ▪ Car Rally, with additional car rallies later in year and into 2012 ▪ Camper Trailer rally in Baradine ▪ Orienteering and Rogaining Mar 12 <ul style="list-style-type: none"> ▪ TDP – June. ▪ T/Fed Beginning Teachers Conf ▪ Bushwalking Clubs ▪ US Birdwatchers ▪ US & Japanese Astronomers
			<p>Promotion Campaigns</p> <ul style="list-style-type: none"> ▪ Staff attended Brisbane C & C Show – positive responses and Hunter C & C Show – used incentive program for measuring value of the show ▪ Maintain TNSW and regional websites; increased traffic to each site ▪ Maintenance and distribution of regional events calendar ▪ Assisted RL Club with attraction of CRL event; <p>Local Product</p> <ul style="list-style-type: none"> ▪ TQUAL submission and RDA F submissions completed and submitted. ▪ Assisted with promotion of MX

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 37

			<p>Nationals – successful event with TV coverage – 1500 spectators for the day</p> <ul style="list-style-type: none">▪ North West Equestrian Expo – largest event to date; successful; well supported and received. Value to town in excess of \$1m.
			<p>Regional partnerships –</p> <ul style="list-style-type: none">▪ Ongoing meetings on amalgamation of inland regional tourism organisations – supported amalgamation, decision to join new body. New Inland RTO operational from 1/7/11▪ Warrumbungle Wired project nearing completion – several podcasts recorded; BlueTooth unit installed at VIC▪ Ongoing involvement in Newell Highway promotions. <p>Additional activities</p> <ul style="list-style-type: none">▪ Pad map drafts signed off .. printing in July.▪ Designed individual town brochures for TED.▪ Provision of guiding to coaches for town tours.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 38

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

<i>COST CENTRE OBJECTIVE:</i>		To provide leadership and technical management expertise for the effective maintenance and sustained improvement of the community's infrastructure assets.	
<i>TECHNICAL SERVICES – TECHNICAL SERVICES MANAGEMENT</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
107	Management Services	To provide managerial control and support to the division	<p>A significant feature of the quarter was resignation of long term employees in the positions of Manager Road Operations, Supervisor Road Maintenance and Supervisor Water and Wastewater North. The position of Supervisor Water and Wastewater is currently being advertised, the other two positions have been filled. Another significant resignation, although it hasn't yet taken effect, is the part time Water Services Project Officer. The position of Water Services Technical Officer was filled towards the end of the quarter.</p> <p>Staffing issues were also experienced in the Road Contracts section and a consultant has been engaged to assist with management of the RTA contract.</p>

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 39

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Technical Services	To provide technical advice to the division, the organisation and the Council.	<p>Attendance at town committee meetings in early April was a feature, with many requests for follow up works received. Also, preparation of the budget was a feature of the quarter.</p> <p>There is some concern with Council's capacity to successfully manage external works, that is, private works, particularly in relation to works meeting expectations of the client and the clients willingness to pay. Supervisors have been instructed to treat requests for private works with extreme caution.</p> <p>Several design project nearing finalisation have been held up because of staff changes. In particular the Cowper Street drainage project and the Teridgerie Creek stabilisation project. Tender documentation was prepared for concrete works associated with Teridgerie Creek.</p> <p>The construction of the Yuggel Creek bridge was mostly completed during the quarter and the outcome is meeting expectations.</p> <p>Development of a flood study and flood management plan for Baradine stalled during the quarter with discussions being held with Consultant about variations to the project.</p>
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Training of staff is supported as required. OH&S is a set agenda item at Supervisors meetings and discussed at Managers meetings.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 40

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

COST CENTRE OBJECTIVE:		To implement Council's capital works program to Council's standard in a cost effective and environmentally conscious manner within budget allocation.	
TECHNICAL SERVICES – CAPITAL WORKS (RECURRENT)			
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
109	Rural Local Roads (Const)	Reconstruct sealed local roads to Council's standards within budget allocation utilising industry best practice.	No work undertaken in forth quarter with grader crews focused on flood damage on unsealed roads. Construction to commence on Mt Nombi Rd in first quarter.
	Town Streets (Const)	Undertake Council's street construction program in accordance with Council's standards within budget giving due consideration to aesthetic and environmental issues.	Construction of the Cassilis St widening in Coonabarabran has been completed. Alston Ave project completed.
110	Footpaths (Const)	Provide safe and trafficable extensions to the current footpath network in accordance with Council's policy and budget.	Construction has commenced on the footpath around the Coonabarabran Pool complex. Second stage of cycleway at Coolah has been completed.
	Regional Roads (Const)	Construct regional roads to RTA standard within allocation using industry best practice.	Construction work on curve north of Baradine has been completed. Yuggel Creek construction is progressing with bridge construction completed and roadwork's expected to be finalised in the first quarter.
	State Roads (Const)	Construct regional roads to RTA standard within allocation using industry best practice.	Barney's Reef design awaiting final approval from RTA. Work expected to commence in the second quarter of this year.
	Drainage (Const)	Extend existing drainage networks within budget allocation in order to improve efficiency and remedy localised problems.	Drainage construction projects have been completed in both Yarrow St and Tucklan St Dunedoo.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 41

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

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

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

COST CENTRE OBJECTIVE:		Maintain Shire road network to ensure a safe and trafficable surface.	
TECHNICAL SERVICES – RURAL ROADS M & R			
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
112	Bridges local roads - maintenance & repair	Complete maintenance in accordance with agreed budgets	No bridge maintenance undertaken in the forth quarter.
	Local Roads Sealed	Complete maintenance in accordance with agreed budgets	Heavy demand for tar patching and causeway maintenance. Expenditure at 92%.
	Local roads unsealed	Complete maintenance in accordance with agreed budgets	Wet weather has necessitated gravel works outside the program, as well as increased grading requirements. Expenditure at 111%.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 42

	Flood damage local roads	Complete programme in accordance with agreed budgets	2010 flood damage claim approved and gravel replacement works being carried out. Expenditure at 47%. 2009 flood damage approximately 38% expended with many high cost project not started.
--	--------------------------	--	--

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

<i>COST CENTRE OBJECTIVE:</i>	Maintain and improve regional road network within budget supplied with RTA block grants and maintain State roads in accordance with single invitation contract.
--------------------------------------	---

TECHNICAL SERVICES – REGIONAL AND STATE ROADS M & R

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
113	Regional Roads Traffic Facilities	Complete all Traffic Committee signage in accordance with agreed budgets.	Traffic committee signage installed as directed. Budget 63% expended.
	Regional roads maintenance	Complete maintenance in accordance with agreed budgets optimising outcomes for each regional road within the network.	Budget expended with a majority of expenditure on pothole patching of the pavement.
	State roads maintenance	Undertake works in accordance with the RTA Single Invitation Maintenance Contract.	Works completed in accordance with RMCC contract. Heavy patching and drainage works completed on SH18 in forth quarter.
	Flood damage regional roads	Complete programme in accordance with agreed budget, as negotiated with the RTA.	Flood damage budget fully expended.
	National Roads - SH17	Undertake works in accordance with the RTA Single Invitation Maintenance Contract.	Works completed in accordance with RMCC contract. Heavy patching of asphalt completed in forth quarter
	Regional Roads -Bridges	Maintain regional roads bridges in accordance with budget and identify future maintenance required.	No work scheduled.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 43

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

COST CENTRE OBJECTIVE:		Maintain and improve kerb, gutter and drainage structures.	
TECHNICAL SERVICES – TOWN STREETS MAINTENANCE (234)			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
114	Road Maintenance	Complete maintenance in accordance with agreed budgets endeavour to extend the effective life of the asset.	Streets budget being expended primarily on pothole patching due to rain induced pavement failure.
	Drainage Structure Maintenance	Clear waterway area and ensure sound storm water structures.	Drainage maintenance carried out along cycleway in Coonabarabran.
	Footpath Maintenance	Undertake maintenance as required. Footpaths in safe and trafficable condition.	Minimum maintenance undertaken across the shire in the forth quarter.
	Street Lighting	Provide for street lighting charges made by Country Energy	Allocation is sufficient to cover Country Energy's charges.

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

COST CENTRE OBJECTIVE:		To maximise the use of Council owned plant and labour and provide a profit to Council while servicing the community.	
TECHNICAL SERVICES – PRIVATE WORKS – ROAD OPERATIONS (237)			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
115	Private works	Provide competitive hire rates within Council Policy. Return a profit of private works to Council.	Works undertaken at only 55% with crews focused on repair of Council's road network.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 44

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		Effective management of major road and bridge contracts and provision of safe and environmental sustainable quarry operations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
66	Management	Provision of contract services to Technical Services division	In the absence of a Manager, a Consultant is providing services to Council on a one to two day a week basis.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Risk management procedures implemented in accordance with RTA approved OHS management system.
	Gravel pits and Quarries	Gravel pit and quarry operations completed in accordance with all statutory requirements	The project to update the Mine Safety Management Plan is ongoing

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 45

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

<i>COST CENTRE OBJECTIVE:</i>		Maximise return to Warrumbungle Shire through the RTA contract.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
67	RTA Road Maintenance Council Contract	Maximise financial return to council from RTA contract	Council's relationship with the RTA continues to improve.
	RTA Works Orders	Maximise financial return to Council from RTA contract	The year end financial return to Council from the RTA Contract is better than budget expectations. Planning is underway with the RTA for the rehabilitation project on SH18 near Barneys Reef Road. Planning works continued on other projects including, slope stabilisation, heavy patching in John St Coonabarabran.

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

<i>COST CENTRE OBJECTIVE:</i>		Complete the resurfacing of bitumen sealed roads to ensure life expectancy of road is achieved.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
68	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	The bitumen road resurfacing programme was completed during the quarter with the assistance of another Contractor

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 46

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

<i>COST CENTRE OBJECTIVE:</i>		Complete the resurfacing of bitumen sealed roads to ensure life expectancy of road is achieved.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
69	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	The bitumen road resurfacing programme was completed during the quarter with the assistance of another Contractor

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

<i>COST CENTRE OBJECTIVE:</i>		Complete the resurfacing of bitumen sealed roads to ensure life expectancy of road is achieved.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
70	Bitumen Road Resurfacing	Development and completion of annual bitumen road resurfacing program.	The bitumen road resurfacing programme was completed during the quarter with the assistance of another Contractor

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 47

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

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
125	Water Mains - Baradine	Regular service on hydrants and valves. <i>Provide adequate mains to supply sufficient volume.</i>	There were no water main breaks over the period. The water main extension project in Lachlan Street commenced during the period.
	Water Meters - Baradine	Maintain water meters in accordance with policies and standards.	Water meters repaired or replaced as required.
	Water Pumping Station - Baradine	Maintain pumping stations in serviceable condition.	Pump station providing service as required.
	Water Reservoirs - Baradine	Maintain water reservoirs	No progress made on determining cost of removing 1.5m of sludge in the reservoir.
	Water Telemetry Sys - Baradine	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily
	Water Treatment Plant – Baradine	Provide water in accordance with Australian Drinking Water guidelines	Investigation and design is continuing on replacing overhead backwash tank, replacement tank on order. Onsite installation of fluoride equipment continued.
126	Water Other Baradine	Monitor water quality in reticulation system	Water quality monitored by Environmental Services Division and no adverse reports received.
	Water Management Baradine	Completion of projects in accordance with budget constraints	End of year income 7% (\$18,987) less than expected. End of year recurrent expenditure 9% (\$19,090). higher than expected
	OH&S / Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OH&S and risk management procedures implemented as required.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 48

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

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
127	Water Mains - Binnaway	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Mains replacement project is behind schedule due to resource constraints.
	Water Meters - Binnaway	Maintain water meters in accordance with policies and standards.	Water meters providing service as required.
	Water Pumping Station - Binnaway	Maintain pumping stations in serviceable condition.	Pumps providing service as required.
	Water Reservoirs - Binnaway	Maintain water reservoirs	Reservoir providing service as required.
	Water Telemetry Sys - Binnaway	To provide accurate and reliable monitoring and warning system.	Telemetry system working satisfactorily.
	Water Treatment Plant - Binnaway	Provide water in accordance with Australian Drinking Water guidelines	Onsite installation of fluoride equipment continued throughout the period.
	Water – Other – Binnaway	Monitor water quality in reticulation system	Water quality monitored by Environmental Services Division and no adverse reports received.
	Water Management - Binnaway	Completion of projects in accordance with budget constraints.	End of year income 13% (\$27,897) less than expected. End of year recurrent expenditure 6% (\$9,034). higher than expected

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 49

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

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
128	Water Mains - Coonabarabran	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	There were four(4) water service breaks in the period.
	Water Meters – Coonabarabran	Maintain water meters in accordance with policies and standards.	Water meters providing service as required.
	Water Pumping Station - Coonabarabran	Maintain pumping stations in serviceable condition	Pumping Station providing service as required.
	Water Reservoirs – Coonabarabran	Maintain water reservoirs including Timor Dam in a safe and reliable condition.	Reservoir providing services as required.
	Water Telemetry Sys – Coonabarabran	To provide accurate and reliable monitoring and warning system.	Telemetry system providing satisfactory.
	Water Treatment Plant Coonabarabran	Provide water in accordance with Australian Drinking Water guidelines	Onsite installation of fluoride equipment continued.
	Water Plumbers Shed – Coonabarabran	Depot and storage shed adequately meets the needs of the water services section.	Depot meeting current needs
	Water Management – Coonabarabran	Completion of projects in accordance with budget constraints	End of year income 4% (\$32,940) less than expected. End of year recurrent expenditure 9% (\$52,361) higher than expected
	Water – Water samples – Coonabarabran	Monitor water quality in reticulation system.	Complaints continued to be received from residents in the eastern side of Coonabarabran – Dalgarno Street, Cassilis Street, Cowper Street and Little Timor Lane.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 50

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

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
129	Water Mains - Coolah	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	There were no main breaks during the period however, there were a number of service breaks – particularly in Binnia Street in the CBD. Mains replacement work in Martin Street continued during the period.
	Water Meters – Coolah	Maintain water meters in accordance with policies and standards.	Water meters replaced as required
	Water Pumping Station – Coolah	Maintain pumping stations in serviceable condition	Pump station providing service as required.
	Water Reservoirs – Coolah	Maintain water reservoirs.	Reservoirs providing satisfactory service. The reservoir in Wentworth Street is leaking and is being monitored.
	Water Treatment Plant - Coolah	Disinfection of water in accordance with Australian Drinking Water guidelines	Several problems with dosing of chlorine were addressed during the quarter. Onsite installation of fluoride equipment commenced.
	Water Management – Coolah	Completion of projects in accordance with budget constraints.	End of year income 14% (\$55,719) less than expected. End of year recurrent expenditure 6% (\$13,538) higher than expected

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 51

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

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
130	Water Mains - Dunedoo	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	Mains replacement project in Digilah Street commenced. Licence sought from ARTC for under bore of railway line.
	Water Meters – Dunedoo	Maintain water meters in accordance with policies and standards.	Water meters replaced as required.
	Water Pumping Station – Dunedoo	Maintain pumping stations in serviceable condition	Pump station providing service as required. Licence obtained to undertake exploration for another bore, however, no physical works completed
	Water Reservoirs – Dunedoo	Maintain water reservoirs.	Reservoirs providing satisfactory service. Some ongoing problems with new telemetry equipment, which is under investigation.
	Water Treatment Plant - Dunedoo	Disinfection of water in accordance with Australian Drinking Water guidelines	Chlorine disinfection equipment now working satisfactorily.
	Water Management – Dunedoo	Completion of projects in accordance with budget constraints.	End of year income 17% (\$57,430) less than expected. End of year recurrent expenditure 6% (\$13,351) higher than expected

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 52

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

<i>COST CENTRE OBJECTIVE:</i>		To consistently provide a potable water supply to all developed urban properties which is able to meet consumer demand in a cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
131	Water Mains - Mendooran	Regular service on hydrants and valves. Provide adequate mains to supply sufficient volume.	No significant works undertaken. There were no main breaks over the period.
	Water Meters – Mendooran	Maintain water meters in accordance with policies and standards.	Water meters replaced as required.
	Water Pumping Station – Mendooran	Maintain pumping stations in serviceable condition	Pump station providing service as required.
	Water Reservoirs – Mendooran	Maintain water reservoirs.	Reservoirs providing satisfactory service.
	Water Treatment Plant - Mendooran	Disinfection of water in accordance with Australian Drinking Water guidelines	There are continuing operational problems with new WTP, particularly with some valves and the air compressor. Onsite installation of fluoride equipment continued
	Water Management – Mendooran	Completion of projects in accordance with budget constraints.	End of year income 1% (\$3,178) less than expected. End of year recurrent expenditure 18% (\$28,974) less than expected.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 53

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 54

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

<i>COST CENTRE OBJECTIVE:</i>	To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
133	Sewerage Mains Baradine	Losses to mains limited to industry standard. No incidences of property damage due to sewage overflow.	General maintenance of the vacuum system is being managed by agreement with a local plumber. The process of developing a contract is underway. A program of preventative maintenance is underway and many issues are being addressed.
	Sewerage Pumping Station Baradine	No overflows from pump station. Pump station operating at optimum performance.	Pump station providing satisfactory performance.
	Sewerage Treatment Works Baradine	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	Sewage treated as required. Discussion with EPA on need for licence agreement.
	Sewerage Management Baradine	Sewerage projects completed in accordance with budget constraints	End of year income is 7% (\$11,549) below budget. End of year recurrent expenditure is 33% (\$20,316) higher than expected.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 55

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

<i>COST CENTRE</i>		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
134	Sewerage Mains Coonabarabran	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	There were 14 sewer chokes during the period. A number of projects not completed during period due to resource constraints, including smoke testing of sewer, upgrades to pump stations 3 & 4 and installation of flowmeter on stormwater bypass pipe.
	Sewerage Pumping Station Coonabarabran	No overflows from pump station. Pump station operating at optimum performance.	Pump station operating satisfactorily.
	Sewerage Treatment Works – Coonabarabran	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	Treatment plant providing service as required. EPA licence return completed during period. Twelve samples were taken during the year and just one sample failed to meet limits in relation to pH. The calculated load based licence fee payable was \$4,664.
	Sewerage Management	Sewerage projects completed in accordance with budget constraints.	End of year income is 12% (\$89,424) below budget. End of year recurrent expenditure is 6% (\$24,150) higher than expected.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 56

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

<i>COST CENTRE OBJECTIVE:</i>		To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
135	Sewerage Mains Coolah	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	There were 11 sewer blockages during the period
	Sewerage Pumping Station Coolah	No overflows from pump station. Pump station operating at optimum performance.	No significant issues
	Sewerage Treatment Works – Coolah	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	EPA licence return completed and a number of sample failures were reported (BOD 4 out of 5 samples, pH 5/5, Phosphorous 1/5, Oil and Grease 1/5, Total Suspended solids 1/5).
	Sewerage Management Coolah	Sewerage projects completed in accordance with budget constraints.	End of year income is 13% (\$26,079) below budget. End of year recurrent expenditure is 23% (\$26,741) higher than expected.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 57

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

<i>COST CENTRE OBJECTIVE:</i>	To provide a sewerage service to all developed urban properties to an agreed level of service and dispose of treated effluent in an environmentally sensitive and cost effective manner.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
136	Sewerage Mains Dunedoo	Losses from mains limited to industry standard. No incidences of property damage due to sewage overflow.	There were six(6) sewer blockages reported during the quarter.
	Sewerage Pumping Station Dunedoo	No overflows from pump station. Pump station operating at optimum performance.	Pump station providing service as required.
	Sewerage Treatment Works – Dunedoo	Treat sewerage to highest possible standard and dispose of effluent in accordance with EPA licence conditions.	The EPA licence return and a number of failures were reported 9 BOD 2 out of 5 samples, pH 2/5, Nitrogen 1/5, Phosphorous 4/5, Total Suspended Solids 3/5).
	Sewerage Management Dunedoo	Sewerage projects completed in accordance with budget constraints.	End of year income is 10%(\$17,990) below budget. End of year recurrent expenditure is 15% (\$15,484) higher than expected.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 58

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

COST CENTRE OBJECTIVE:		To provide and maintain parks and reserves for the general public.	
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
138	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Support OH&S
139	Parks - Baradine	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park maintained
	Parks - Binnaway	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park maintained
	Parks - C'bran	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park maintained
	Parks - Masters	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Overexpended – extra mowing during summer
	Parks - Nandi	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Overexpended – extra mowing during summer
	Parks – Coolah	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Parks kept tidy and within budget
	Parks – Dunedoo	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Parks kept tidy
	Parks – Mendooran	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Parks kept tidy
	Parks – Neilson	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Area kept tidy and to budget
	Parks - Other Reserves	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Area kept tidy and to budget

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 59

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
139	Parks – David Bell	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Park kept tidy and within budget
	Parks – Timor	Ensure neat and tidy parks at all times so as not to attract reasonable complaints.	Area mowed on program. \$1000 overspent.
	Trees – Parks Neilson	Keep trees in healthy state and to satisfy public within allocated budget.	Trees maintained within budget.
	Trees – Parks Other Parks	Keep trees in healthy state and to satisfy public within allocated budget.	Trees maintained within budget.
	Trees - Ovals	Keep trees in healthy state and to satisfy public within allocated budget.	Trees maintained within budget.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain parks and reserves for the general public.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
139	Streets - Grass cutting - Baradine	Grass to be kept in tidy state within allocated budget.	Grass mown within budget
	Streets - Grass cutting - Binnaway	Grass to be kept in tidy state within allocated budget.	Grass mown within budget
140	Streets - Grass cutting - C'bran	Grass to be kept in tidy state within allocated budget.	Grass mown. To keep tidy \$3000 overspent.
	Streets - Trees	Keep trees in healthy state and to satisfy public within allocated budget.	Trees maintained within budget.
	Streets- Grass cutting – Coolah	Grass to be kept in tidy state within allocated budget.	Grass mown within budget.
	Streets – Grass cutting – Dunedoo	Grass to be kept in tidy state within allocated budget.	Grass mown within budget.
	Streets – Grass Cutting – Mendooran	Grass to be kept in tidy state within allocated budget.	Grass mown to keep tidy \$5000 over budget

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 60

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

<i>COST CENTRE OBJECTIVE:</i>		To supply cleaning service to town streets.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
141	Street cleaning – Baradine	Ensure streets and gutters are kept in clean state and parking areas	Streets cleaned as per budget
	Street cleaning – Binnaway	Ensure streets and gutters are kept in clean state and parking areas	Streets cleaned as per budget
	Street cleaning – Coonabarabran	Ensure streets and gutters are kept in clean state and parking areas	Streets cleaned as per budget
	Be Tidy Bins M & R	Ensure streets and gutters are kept in clean state and parking areas	Bins kept tidy overspent \$5000

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

<i>COST CENTRE OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
142	Toilets – CBD Coonabarabran	Toilets to be cleaned twice daily.	Toilet cleaned within budget
	Toilets – David Bell Park	Toilets to be cleaned daily.	Toilet cleaned daily. Vandalism required repairs. \$3700 overspent.
	Toilets – Neilson Park	Toilets to be cleaned twice daily.	Toilets cleaned within budget
	Coolah – McMaster Park	Cleaning three times weekly	Toilets cleaned three times weekly. Vandalism required repairs \$6000 overspent.
	Black Stump Road side rest area.	Cleaning three times weekly	Toilets cleaned three times weekly. Pumps replaced \$2400 overspent.
	Dunedoo – Milling Park	Cleaned daily	Toilets cleaned daily. Urinal replaced. Plumbing problem \$7500 overspent.
	Mendooran Lions Park	Cleaning three times a week.	Toilets cleaned three times a week

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 61

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Toilets – Baradine – Lions Park	Cleaning three times a week	Toilets cleaned three times a week. Graffiti been an issue. \$3000 overspent.

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
145	Garbage Tips - Binnaway	Ensure tip kept in tidy state	Tip kept tidy, extra work from Binnaway supervisor
	Waste Services - Domestic Binnaway	Ensure private rubbish is collected weekly.	Rubbish collected weekly
	Waste Services – Non Domestic Binnaway	Ensure commercial rubbish is collected weekly.	Rubbish collected weekly

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 62

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Kerbside Recycling – Binnaway	Ensure recycling collected on a weekly basis.	Recycling collected weekly
	Commercial Recycling – Binnaway	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly

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

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
146	Garbage Tips – Coonabarabran	Ensure tip kept in tidy state	Tip tidy. Overspent \$27000 – work required on cell and surrounds. Skip bin now in use.
	Waste Services - Domestic – Coonabarabran	Ensure private rubbish is collected weekly.	Rubbish collected weekly
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Commercial rubbish collected weekly
	Kerbside recycling – Coonabarabran	Ensure recycling collected on a weekly basis.	Recycling collected weekly
	Commercial recycling – Coonabarabran	Ensure commercial recycling collected on a weekly basis.	Commercial recycling collected weekly

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 63

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

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

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 64

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

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
150	Garbage Tips – Coolah	Ensure tip kept in tidy state	Tip reasonably tidy. Extra work done on steel and green waste.
	Waste Services - Domestic – Coolah	Ensure private rubbish is collected weekly.	Rubbish collected weekly.
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Rubbish collected weekly.
	Kerbside recycling – Coolah	Ensure recycling collected on a weekly basis.	Recycling collected weekly.
	Commercial recycling – Coolah	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly.

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

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
151	Garbage Tips – Dunedoo	Ensure tip kept in tidy state	Area untidy. Several fires (extra work required). \$6000 overspent.
	Waste Services - Domestic – Dunedoo	Ensure private rubbish is collected weekly.	Rubbish collected weekly.
	Waste Services – Non Domestic	Ensure commercial rubbish is collected weekly.	Rubbish collected weekly.
	Kerbside recycling – Dunedoo	Ensure recycling collected on a weekly basis.	Recycling collected weekly.
	Commercial recycling – Dunedoo	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 65

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

<i>COST CENTRE OBJECTIVE:</i>		Provide waste depot.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
152	Garbage Tips - Mendooran	Ensure tip kept in tidy state	Area untidy. Extra work done to remove rubbish from steel. \$3700 overspent.
	Waste Services – Domestic – Mendooran	Ensure private rubbish is collected weekly.	Rubbish collected weekly.
	Waste Services – Non Domestic Mendooran	Ensure commercial rubbish is collected weekly.	Rubbish collected weekly.
	Kerbside recycling – Mendooran	Ensure recycling collected on a weekly basis.	Recycling collected weekly.
	Commercial recycling – Mendooran	Ensure commercial recycling collected on a weekly basis.	Recycling collected weekly.

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 66

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
	Waste Services – Recycling Merrygoen	Ensure recycling collected on a weekly basis.	Recycling collected weekly.
153	Waste Services - Domestic Leadville	Ensure private rubbish is collected weekly.	Rubbish collected weekly.
	Waste Services – Recycling Leadville	Ensure recycling collected on a weekly basis.	Recycling collected weekly.
154	Waste Services – Domestic Coolah rural	Ensure private rubbish is collected weekly.	Rubbish collected weekly.
	Waste Services- Recycling - Coolah rural	Ensure Recycling collected on a weekly basis.	Recycling collected weekly.
	Waste Services – domestic Uarbry	Ensure private rubbish is collected weekly.	Rubbish collected weekly.
	Waste Services – Recycling Uarbry	Ensure Recycling collected on a weekly basis.	Recycling collected weekly.
	Waste Services – Domestic Cobbora	Ensure private rubbish is collected weekly.	Rubbish collected weekly.
	Waste Services – Recycling Cobbora	Ensure Recycling collected on a weekly basis.	Recycling collected weekly.
155	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Support OH&S program

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 67

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

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage the Branch and provide cost effective technical support to the organisation	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
157	Management	Asset and Design Services projects completed with budget constraints. Provision of technical advice in relation to Development Applications.	The positions of Manager remains vacant and this has slowed progress on many projects. End of year recurrent expenditure is 18% below budget expectation.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Designs undertaken in accordance with Australian Standards and various best practice guidelines

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 68

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

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

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 69

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

<i>COST CENTRE OBJECTIVE:</i>		To provide modern plant to suit Council's requirements	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
162	Management	Provision of plant and equipment that meets operational requirements of the organisation and is in accordance with budget constraints.	All plant and equipment are meeting operational requirements and operating budget is down 2.33% or \$51,941.00 on budget forecast and income is down 1.48% or \$28,065.00 on budget forecast.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Depot is providing safe and secure workplace and meets all of user requirements; Monitoring of Under ground fuel storage system a well continues.

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

<i>COST CENTRE OBJECTIVE:</i>		Provision of safe, secure and effective depots.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
163	Depot – Baradine	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements; <u>Actual Vs Budget</u> Operating Expenditure of \$2,815.00 Vs Budget of \$8,200.00 or 34.33% of budget
	Depot - Binnaway	Provision of safe and secure Depot that meets user requirements.	Depot is providing safe and secure workplace and meets all of user requirements <u>Actual Vs Budget</u> Operating Expenditure of \$7,857.00 Vs Budget of \$8,200.00 or 95.82 % of budget

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 70

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
163	Depot – Coolah	Provision of safe and secure Depot that meets user requirements.	<p>Depot is providing safe and secure workplace and meets all of user requirements.</p> <p>Council resolved at the December meeting 2010 that there be a supplementary vote of \$63,080.00 for the rehabilitation of the site and installation of above ground fuel tanks. These tanks have now been delivered and the old tanks have been removed and awaiting installation of fuel bowsers.</p> <p><u>Actual Vs Budget</u> Operating Expenditure of \$26,541.00 Vs Budget of \$36,450.00 or 72.82 % of budget</p>
	Depot – Coonabarabran	Provision of depot to suit needs of users and meet all requirements.	<p>Depot is providing safe and secure workplace and meets all of user requirements.</p> <p><u>Actual Vs Budget</u> Operating Expenditure of \$48,480.00 Vs Budget of \$40,300.00 or 20.30 over budget this over spend has been contributed to the rise in electricity</p>
	Depot – Dunedoo	Provision of safe and secure Depot that meets user requirements.	<p>Depot is providing safe and secure workplace and meets all of user requirements;</p> <p><u>Actual Vs Budget</u> Operating Expenditure of \$18,948.00 Vs Budget of \$24,900.00 or 76.10 % of budget</p>
	Depot – Mendooran	Provision of safe and secure Depot that meets user requirements.	<p>Depot is providing safe and secure workplace and meets all of user requirements.</p> <p><u>Actual Vs Budget</u> Operating Expenditure of \$6,699.00 Vs Budget of \$8,200.00 or 81.70 % of budget</p>

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 71

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

<i>COST CENTRE</i>		Plant and equipment downtime is minimised and plant and equipment is safe and reliable to use.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
164	Plant and Equipment M & R	Maintenance and repair of equipment completed in a timely manner.	All maintenance and repairs of plant and equipment have been completed in a timely manner. AusFleet is now being used for all maintenance and repair records. <u>Actual Vs Budget</u> Operating Expenditure of \$2,174,359.00 Vs Budget of \$2,226,300 or 97.67 % of budget
	Radio Network	To maintain an effective communication system for Council's vehicles, offices.	Radio network is maintaining effective communications between Council's offices and vehicles. A full I audit of mobiles and base station has been carried out to improve coverage this contributed to the budget over run. Investigating the relocation of Councils repeater at Dunedoo for better coverage. <u>Actual Vs Budget</u> Operating Expenditure of \$23,749.00 Vs Budget of \$20,000.00.00 or 18.74 % over budget

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 72

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

<i>COST CENTRE</i>		<i>OBJECTIVE:</i>	
		Provision of efficient and effective workshop in Coolah and Coonabarabran	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
165	Workshop Operations – Coolah	To provide modern workshop facilities to enable efficient repair of Council's plant and equipment.	The facilities at Coolah workshop are providing modern workshop operations thus enabling efficient repairs with little downtime. <u>Actual Vs Budget</u> Operating Expenditure of \$17,245.00 Vs Budget of \$17,000.00 or 1.44 % over budget
	Workshop Operations – Coonabarabran	To provide modern workshop facilities to enable efficient repair of Council's plant and equipment.	The facilities at Coonabarabran workshop are providing modern workshop operations thus enabling efficient repairs with little downtime. <u>Actual Vs Budget</u> Operating Expenditure of \$18,157.00 Vs Budget of \$20,000.00 or 90.78 % of budget

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 73

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

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage, promote and encourage an efficient and cost effective, caring and understanding Environmental Services Division which is attuned to the communities needs for the natural and built environment. To maintain an accessible and customer focused community information service.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
168	Environmental Services Management	Provision of an accessible and customer focused Environmental Services Division.	Most positions within the departmental structure except Director currently filled with an equal spread between both offices. Sam Thompson currently on maternity leave until March 2012 and being covered by a casual manager. All staff are engaged in both strategic and operational aspects of Council's adopted Management Plan. Budget components within acceptable range
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 74

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

<i>COST CENTRE OBJECTIVE:</i>		To effectively maintain Council's principal planning instruments in keeping with Council's adopted vision for the future development.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
169	Strategic Planning	Provision of an accessible, comprehensive and easily understood group of strategic planning instruments	<p>The Land Use Strategy (prior step to the LEP) has been amended again after comment by the Department and should be delivered for further consideration in early August. The actual mapping and wording of the LEP document is being completed by SMEC consultants under a contract run by the Department.</p> <p>The consolidation of the DCP's into one modern document is progressing in house with the document to go on exhibition at the same time as the LEP and strategy documents.</p>

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

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage and complete department projects in accordance with changing demand.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
170	Environmental Services Projects	Efficiently complete all budgeted projects within available resources	<p>The Reclassification LEP planning proposal has been completed and sent to the Department of Planning and is awaiting approval to exhibit.</p> <p>The heritage advisor continues to work with the community on projects.</p>

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 75

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

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

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 76

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

<i>COST CENTRE OBJECTIVE:</i>		To assess subdivision applications for adherence to Council's defined vision (Local Environmental Plan) for the development of the Shire in an ecologically sustainable manner. All applications for consent and enquiries dealt with professionally and within statutory periods.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
174	Subdivision Approvals	Council's planning Instruments and Policies enforced through consistent and high quality approvals.	Five (5) applications have been processed in the fourth quarter utilising checklists and standard conditions of consent (based on existing planning instruments) for consistency. Four (4) approved, one (1) withdrawn.

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

<i>COST CENTRE OBJECTIVE:</i>		To provide accurate, comprehensive certificates in response to data provided in the relevant application, addressing all statutory requirements.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
175	Planning Certificates	To deliver accurate and comprehensive zoning certificates reflective of Council's planning Instruments and Policies.	Certificate content constantly under review for technical correctness. Recent update of certificate to comply with legislative requirements. One hundred and twenty eight (128) applications processed this quarter.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 77

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		To assess leasing applications for adherence to Council's adopted policy and grant limited term leases that permit private/public usage in an ecologically sustainable manner.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
177	Public Land Register and Leasing	All vacant land leased where possible/relevant and maintained in accordance with budget to achieve maximum economic return.	Council's land register project has been completed but will require constant review. Leases are renewed annually and land parcels are advertised as they become available. Council will need to increase resourcing to develop plans of management for all community lands as current staffing numbers and skills not sufficient to complete.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 78

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with environmental health statutory requirements across the Shire. To promote a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
179	Environment Health Services Administration	An accessible, customer focused community Environmental Health information service.	All complaints investigated in a timely fashion. The replacement of Sam Thompson with an acting casual staff member should continue to provide a customer focused service.
180	State of Environment Reporting	Document accurately reflects the current State of the Environment based on available information. Local and regional report to be completed annually	Regional State of the Environmental Report 2010-2011 being formulated. Report contributions required by 2 nd August for Council Data collection. Budget expenditure on target.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for premises involved in food preparation activities through a partnership with the NSW Food Authority.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
181	NSW Food Regulation Partnership	Increased public awareness of food safety issues across the shire. Provision of an efficient inspection and disposal of contaminated foods service.	The majority of Council's food shop premises were inspected by late April, with a general level of acceptable compliance. Christine White has been placed in the Acting role, but will not be accredited until August 2011.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 79

PROGRAM: Environmental Services
PRINCIPAL ACTIVITY: Environmental Health
OBJECTIVE GROUP: Environmental Pollution Control

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 80

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure Council's six (6) swimming pools are operated and maintained to a high standard and are compliant with any relevant legislation. To ensure a safe and attractive facility that meets community needs within available resources.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
183	Public Swimming Pools Management	Provide Swimming Pool	The season has been completed with pool income up by approximately \$2000 on estimates overall, and expenditure as a whole reduced by approximately \$54000 on estimates. Baradine pool exceeded budget running costs, by 6%. All other pools running expenses came under budget. Shortages of pool management staff have led to challenges with the Dunedoo pool winterising programme. Dunedoo pool is likely to require works to repair water leakage. One full-time staff member remains on leave until July.
183	Public Swimming Pools Management	Manage the maintenance and repairs of Council's swimming pool assets to ensure the efficient long-term provision of those facilities.	Minor maintenance only during this quarter due to the winter shutdown. Coolah pool only has been winterised. RLCIP project of shade shelters have commenced at Dunedoo, Coonabarabran and Coolah pools.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 81

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

<i>COST CENTRE OBJECTIVE:</i>		To provide well maintained cemetery facilities within available resources.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
184	Public Cemetery Management	All cemeteries have adequate area available for grave site extension and are maintained to a reasonable and consistent standard.	Native grove cemetery is costing more to maintain with the increased area and the death of a number of large gums generating the need for specialist tree removal contractors. Cemeteries were largely on budget as a whole.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure compliance with statutory building control standards across the Shire. Maintain a safe built environment in accordance with community expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
186	Building Control Services administration	To create an accessible, customer focused building control information and inspection service. To create increased awareness of the need for building control services within the community.	More customers now make appointments to discuss DAs and CDs than don't. The majority of inspections are requested at least 24 hrs before they are required. Information brochures and forms are updated as required. No illegal building work fines implemented this quarter.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 82

187	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	All activities undertaken in line with Council's OH&S policies and procedures. All activities take place with the utilisation of appropriate Personal Protective Clothing and hazard reduction equipment. Staff regularly undertake risk assessments as required.
-----	-----------------------	---	---

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 83

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of compliance with statutory requirements for onsite disposal of human effluent within un-sewered areas of the Shire. To promote a healthy environment in accordance with community standards and expectations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
189	Onsite Sewage Management Systems	To ensure that all installations of onsite sewage management systems occur correctly and their operation is compliant with all relevant standards	New OSSMS are all installed with Council's approval and inspected when required. Complaints are dealt with as they arise. Staff are beginning to request soil analysis reports for OSSMS applications associated with new dwellings in Binnaway village. A greater level of professional justification for the system being proposed is being implemented.

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure a high level of fire safety compliance in the built environment across the Shire, using adopted fire safety standards.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
190	Fire Safety Essential Services	An accessible, customer focused community Building and Environment Information service. Maintain a safe environment in accordance with community standards and expectations.	New buildings and existing buildings the subject of a DA are dealt with during the approval process in relation to essential fire safety services. Time constraints have prevented the development of a program for existing buildings to be inspected, but it is intended to proceed with this project next financial year.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 84

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 85

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

<i>COST CENTRE OBJECTIVE:</i>		To provide a high quality monitoring and control service to ensure compliance with companion animal keeping standards including the health and safety of the community generally.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
193	Companion Animal Control	<p>Provide a responsive impounding service for nuisance, surrendered and/or straying dogs and cats.</p> <p>Provide an appropriate level of assistance with feral, dumped and dangerous animals.</p> <p>Enforce relevant statutory requirements in a professional manner.</p>	<p>A micro-chipping and registration door-knock project has been designed to combat the increasing nuisance dog complaints around the Shire, particularly in Baradine. The Companion Animals register will be used to enforce registrations and notices issued as required. In general across the shire the level of complaints regarding nuisance dogs has been lower than normal however some complaints regarding attacking dogs have been received requiring dangerous dog orders to be issued.</p>

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 86

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

<i>COST CENTRE OBJECTIVE:</i>	To provide a high quality support or control services to other departments/divisions on request.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
195	Vacant Land Management	Monitor all land to ensure it is maintained in a safe and healthy condition in line with community expectations.	Clean up of dumped rubbish occurs when needed. This area will require greater budget commitment from Council with the restricted waste depot hours being implemented.

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

<i>COST CENTRE OBJECTIVE:</i>	To provide a high quality support or control services to other departments/divisions on request.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
196	Water Supply Monitoring	Carry out regular monitoring of water quality of public water supplies, rivers or swimming pools as directed.	Program completed as required issues arise in the rural subdivision area of Mendooran regularly which is probably due to the length of main and dead ends.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 87

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

<i>COST CENTRE OBJECTIVE:</i>		To engage the community and target groups to facilitate and implement Council's Community Services obligations and responsibilities.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
198	Management Services	<p>To provide management and direction to staff and volunteers, community groups and stakeholders, supporting the whole division</p> <p>To review strategies for implementation of Warrumbungle Shire Social Plan</p> <p>Provide advice and direction towards delivery of each of community services divisions within the shire creating viable and sustainable services that meet the needs and expectations of the community.</p> <p>Provide an accessible and customer focused Community Services Division</p>	Director managing Community Strategic Plan team, first workshop held for staff and Councillors late June.
199	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	OH&S program supported.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 88

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

<i>COST CENTRE OBJECTIVE:</i>		To coordinate the Shires responses to any emergency. To produce and maintain the Warrumbungle Shire Disaster Plan and Emergency Risk Management Plan in partnership with the Local Emergency Management Committee (LEMC). To encourage volunteer emergency services personnel and organisations.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
200	Emergency Services Coordination	Maintain the Shire's DISPLAN including contact details and electronic E-Displan	Conducted planned LEMC meeting at Coolah. Recovery Section of DISPLAN is being rewritten. Continual updates for LEMC contact details.
		Provide effective assistance to all volunteer organisations (including VRA, SES and RFS)	Ongoing support to all volunteer organisations through LEMC meetings
		Management of SES and VRA Budgets	Continual monitoring of unit budget trends.
		Applying for grants applicable to Emergency Services	Application made to Auxiliary Disaster Resilience Grants Scheme for an Emergency Camera Surveillance System to be set up around Coonabarabran.
201		Promote community awareness of all Emergency Service Agencies and all Emergency Management Plans	Completion of Rural Address Road Names map. Distributed to shire offices and depots.
		Maintain Shire mapping (GIS) capability for the use during emergencies	Completion of Rural Address Road Names map. Distributed to shire offices and depots.
		Maintain the BRIMS Hazard Reduction database to all hazard reduction on Shire land.	Roadside slashing Hazard Reduction proposals for towns, villages and roads entered. May provide RFS funding.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 89

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

<i>COST CENTRE</i>		Participation in the NSW Roads and Traffic Authority's Local Government Road Safety Officer Program.	
<i>OBJECTIVE:</i>			
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
202	Council Road Safety Strategic and Action Plan	<p>Review and update Warrumbungle Shire Council Road Safety Strategic and Action Plan</p> <p>Develop and implement road safety behavioural educational program to address local road safety issues by changing road user behaviour</p> <p>Increase the involvement of government agencies, local community and service groups, local businesses and industry and individuals in the delivery of road safety program</p>	<p>RSSP being reviewed and updated. Developing 2011 PAMP. Complete Draft Employee's Safe Driving Policy.</p> <p>2011-12 Action Plan in progress- Local Speeding, Keep Kids Safe, Fatigue (with Moree and Parkes), Child Restraint and Graduated Licensing Scheme.</p> <p>Local P&Cs, NRMA, school administrations, local newspapers working together on action plan. Liquor Accord meeting again.</p>

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 90

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

<i>COST CENTRE OBJECTIVE:</i>		Maintain aerodromes to civil Aviation Safety Authority (CASA) regulations to ensure safe and trafficable aerodromes.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
204	Coonabarabran	Conduct regular and statutory maintenance program.	Aerodrome maintained to CASA standards CASA inspection BOM Lease Agreement renewed
	Coolah	Conduct regular and statutory maintenance program.	Aerodrome maintained to CASA standards
	Baradine	Conduct regular and statutory maintenance program.	Aerodrome maintained to CASA standards Minor works commenced. Lights ordered supplier issues

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 91

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

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

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain safe and attractive sporting grounds and other sport and recreational facilities for all users, as well as actively promoting, supporting and encouraging local communities in the provision of management and maintenance of community facilities.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
207	Baradine Oval Binnaway Oval Coonabarabran Oval/Netball, Basketball / Tennis courts complex Bowen Oval Coolah and sporting complex Robertson Oval Dunedoo Mendooran Sports Ground and Tennis Courts	Sporting facilities maintained in a safe and attractive condition. Optimum use of facilities by a multitude of sporting bodies Sporting and recreational activities encouraged and co-operative partnerships developed to increase usage.	Baradine Grandstand project scope and quotations sought. Coolah seating and canteen project completed. Quotes for Mendooran Sports Ground irrigation project advertised.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 92

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

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

<i>COST CENTRE OBJECTIVE:</i>		To ensure Council owned or entrusted public halls are maintained to an acceptable standard to service the needs of the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
209	Baradine Hall Binnaway Hall Coonabarabran Town Hall Community Services Building Coonabarabran Shire Hall Coolah Dunedoo Jubilee Hall Mendooran Mechanics Institute	Buildings maintained in a sound, clean and safe condition and available for use as required. Buildings to be licensed as Places of Public Entertainment.	PPE Licences up to date Coonabarabran Town Hall kitchen project commenced. Mendooran Roof replacement Project quotations sought, successful NSW Heritage grant \$20,000.
210	Goolhi Hall and Reserve Trust Purlewaugh Hall		

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 93

<i>COST CENTRE OBJECTIVE:</i>		To ensure Council owned or entrusted public halls are maintained to an acceptable standard to service the needs of the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
210	Youth Centre-Coonabarabran and RSL rooms Coonabarabran	Youth Club Committee assisted with the cleaning and ongoing maintenance of Youth Centre. Complementary booking system maintained at Council with cooperation from Youth Club Committee.	Support provided to Committee, user groups all signed new agreement with Committee. Youth Club Activities Program funded by ICC Tamworth auspiced by Council, operated April School holidays.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 94

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

<i>COST CENTRE OBJECTIVE:</i>		Engage and assist individuals, community groups, Council and stakeholders to implement Community Development initiatives	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
211	Community Development Officer	<p>Assist and encourage a collaborative and collective approach to enhance the long-term social, economic and environmental conditions of the community.</p> <p>Projects are identified and opportunities for grants facilitated by sourcing and promotion of funding information</p> <p>Facilitate implementation of Social Plan initiatives.</p>	<p>Provided support to the Coonabarabran Men's Shed with governance/organisational, funding, OH&S.</p> <p>Researched funding opportunities for the community. Published a Funding Pot article in the local Coonabarabran Times Newspaper.</p> <p>Distributed to the community through Email distribution promotion of the following Grant Funding opportunities for: Domestic Violence prevention Volunteer Grants General Grants</p>
212		<p>Provide ongoing support to Community Development Co-ordinators</p> <p>Funding agreement and objectives of Community Services Grants Program (CSGP) as determined by NSW Department of Community Services (DoCS) met and quantified.</p>	<p>Provided assistance to the Dunedoo Development Group in accessing Public Liability Insurance for inclusion in the Insurance with the other Development Groups within the Shire.</p> <p>Review and development of new Community Builders Specifications which has replaced CSGP program, contract ended June 2010, rolled over to June 2011 whilst new Service Specifications developed and new contract signed by Council.</p>

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 95

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
212		<p>Engage individuals, community organisations and stakeholders in whole of government approach to Community Development issues</p> <p>Identify, develop and support community events and projects.</p> <p>Maintain Community Services Directory</p>	<p>Participated in the planning for the NAIDOC week celebrations.</p> <p>Actively promoted the inclusion of a Fun Day to the committee planning for NAIDOC week and the inclusion of a Boomerang throwing competition. Provided boomerangs.</p>
212	Youth Activities	<p>Annual Youth week activities developed and promoted so that complete program implemented by community partnerships.</p> <p>Youth participation into sporting, cultural and community activities facilitated.</p>	<p>Finalised preparations and support for Youth Week activities in the Shire. Youth Week Funding Acquittal completed.</p> <p>ICC funding provided for April School holiday program at Coonabarabran Youth Club in partnership with Centrecare Reconnect (Mackillop Rural), Youth Club, Boxing Gym, NSW Police Blue Light Disco, Drop In and Orana Arts. 3 part time Youth Activities workers employed during holiday period.</p>

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 96

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

<i>COST CENTRE OBJECTIVE:</i>		Support the individual community organisations implement programs on local level.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
213	Preschools	<p>Management groups of each Preschool facility supported.</p> <p>Long term objectives developed in partnership with each management committee and stakeholders to realise opportunities for capital infrastructure improvements.</p> <p>Support for service provision gaps and opportunities as need arises.</p>	Coolah and Dunedoo Preschools received PIRP (NSW Government) Preschool growth funds to build extensions and /or refurbishment to cater for younger age groups, additional numbers and days.

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
214	Community Development Coordinators	<p>Part time Community Development Coordinators employed in Baradine, Binnaway, Mendooran, Dunedoo and Coolah</p> <p>Liaison and support network provided by Council to enable local models implemented across shire.</p>	<p>Successful funding received for year \$120,893. Range of projects, community organisations.</p> <p>Youth Week, Seniors Week and community events supported.</p>

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 97

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

<i>COST CENTRE OBJECTIVE:</i>		To co-ordinate, promote and provide social service activities to the frail aged, disabled and/or disadvantaged members of the community so they can live safely and appropriately in the community and in their own homes thus avoiding premature or inappropriate admission to long term residential care.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
216	Social Services Management	The organisation demonstrates compliance with all relevant legislation, regulations and standards.	<p>New Manager commenced 11th May. MDS Statistical Data completed and submitted. DADHC Service Agreements for 2011-2012 completed and submitted. Community Transport budget completed and submitted. Western Region Health Network (formerly GWAHS) annual report submitted.</p> <p>Advisory Committee Meetings in Dunedoo and Coonabarabran. Wednesday Activity Group meeting held monthly. Quarterly newsletter distributed to all clients, volunteers and service providers across the Shire. Local Interagency and regional forums attended by staff and manager. Meals on Wheels Western Region Food Forum hosted by WCC in Coolah 8-9 June. 130 volunteers attended luncheons across the shire during National Volunteer Week.</p>
217		To ensure the community is appropriately informed and consulted with to encourage community participation in social services planning and development to meet the needs of the target groups.	

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 98

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
		Seek appropriate funding opportunities to enhance existing programs and where an unmet need is identified, lobby for funding to be established.	NSW Health NGO funding application submitted - \$7,400 allocated for 2012. \$85,000 funding received from NSW Transport for wheelchair accessible bus. \$7,892 received from The Dept Veterans Affairs as a one off grant for service improvement. Funding for Meals on Wheels services across the area will increase for 2012 by \$10,000. Corresponding service outputs to increase by 1,585.
218		To ensure the effectiveness of service provision is meeting funded targets, a high quality standard of service and meeting individual client needs.	<p>Team Meetings held monthly to ensure effective and efficient service provision.</p> <p>Quarterly outputs and targets for each program:</p> <p><u>Meals Service</u> North - 877 meals - target 1750 South - 1207 meals - target 900</p> <p><u>Home Maintenance</u> North -74 hours - target 299 South -126 hours - target 299</p> <p><u>Social Support</u> 197 hours - target 389 hours South -218 hours - target 428 hours</p> <p><u>Respite</u> North - 56 hours South 110- target 389 hours</p> <p><u>Community Transport</u> North - 840 trips - target 818 trips</p> <p>Kilometres travelled 67 623 km South - 518 trips - target 818 trips</p> <p>Kilometres travelled 21 626 km</p> <p><u>No of Volunteers:</u> North - 174 South - 90</p> <p><u>No of Clients:</u> North - 378 South - 216</p>

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 99

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
		Policies and operational procedures that promote high quality, safe and appropriate strategies throughout the programs.	New contract with Health services for Meals on Wheels provision developed in consultation with local Hospitals and MPS. Operational procedures currently under review include: Home visits, assessment information, assets records, client referral.
218	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Hazard ID and Incident reporting forms reviewed. Hazard Identification and Risk Assessments undertaken as appropriate.

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
219	Centrelink Agency	Provision of Centrelink Agency to service the needs of Coonabarabran.	Service is now staffed from 8.30am till 12.00pm (increase of 2.5 hrs per week). Self serve open till 4.30 each weekday. Service has expanded to include access to relevant financial data and printing of income statements for clients by agent. Statistical Data: Forms/Documentation – 1058 (increase of 70) Referrals – 300 Facilities, Services and Activities – 177 Customers Assisted – 707 No complaints received

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 100

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

<i>COST CENTRE OBJECTIVE:</i>		Connect 5 is a Mobile Children's Service operating in the Shires of Coonamble, Gilgandra and Warrumbungle to assist children 0-5 years to reach their full potential by providing support to them and their families.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
221	Connect Five Management	To effectively manage the service within the Funding Guidelines.	16 Policies updated. Visit from Human services providing consultation re licensing Manager participated in Council workshops on climate Change and strategic planning. Manager provided training for all council EC staff in the new Early Years Learning Framework; learning new ways for Reflecting on their practice. C5 staff attended MCSA regional network meeting. Manager attended grants writing workshop.
222	Play Sessions	To provide enriched opportunities through play to support children's learning and development To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development. To support Families on behalf of children to access specialist services through referral support	Play sessions held at Baradine, Binnaway, Coolah, Coonabarabran, Dunedoo, Gulargambone, Hollywood Lane, Mendooran and Tooraweenah. Total No. of sessions = 42 Total Attendance = 496 No. of Families = 114

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 101

PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
222	Toy Library	To provide resources to communities in the area of child development	21 Families borrowed 46 items. Users also include interagency, FDC playgroups and Educators.
223	Skills Development	To assist parents of children 0-5 years in building skills and confidence in parenting to support learning and development.	Quarterly Newsletter distributed to all families. Providing info to all families on: <ul style="list-style-type: none">▪ Appropriate quantities for children to eat▪ Parenting Styles▪ Teaching Listening Skills▪ Hand washing▪ Fire Safety
	Partnerships in Service Delivery	To provide resources to communities in the area of child development	Attended Shire meeting to discuss the needs of Young people. Planning for Community Builders Project.
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Fire drills at 5 sessions Building issues resolved as necessary.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 102

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

<i>COST CENTRE OBJECTIVE:</i>		To provide a quality home based Childcare Service that is flexible in meeting the ever changing needs of the families and provides children with an environment that is inclusive, stimulating, safe, flexible and nurturing.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
224	Family Day Care	Provide support, guidance, assistance and monitoring of each of the Educators who are registered with the scheme.	Monthly support visits to each Educator, 46 in total, including 3 In Home Care visits and 11 play-sessions. Ongoing phone support and information, weekly email's and mail outs, which include current Early Childhood information and updates; monthly newsletters to Educators and bi monthly newsletters to families. Both CDO and Coordinator conducting support visits, meaning a continued increased number of visits. Contact by phone and email to other schemes and professionals to gain information, support and ideas for our scheme.
225		Ensure the service is accessible and services the requirements of families and children.	
		Ensure there is adequate access to appropriate and quality care.	Regular (usually monthly for each town) play-sessions (providing role modelling and monitoring of interactions) occurring for Educators and children in care.
		Register Educators and their premises in accordance with regulations and the scheme's policies and procedures.	4 expressions of interest and information packages sent. Induction of 1 new IHC Educator. Currently inducting 2 new IHC Educators. Continuation of successful re-registration of current Educators. Forms continually updated wherever needed ensuring meet all requirements.
		Provision of programs appropriate to the needs and development of the individual child.	Programming Workshop in May, 13 attended with positive feedback from all participants.
		Ensure the service meets the accreditation and validation requirements by National Childcare Accreditation Council.	Meeting NCAC requirements with Educator visit reports based on NCAC principals, continuous improvement plans in place for Educators, staff and scheme.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 103

		Ensure the service meets the current legislation and regulatory licence requirements of Community Services.	Coordinator and CDO attended child protection training, Asthma training, Coeliac talk – May. Regional meeting and Munch and Move training – June RTag and DEEWR utilisation reports completed and submitted.
--	--	---	---

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 104

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
225		Objectives and requirements of Funding Agreement met.	<p><u>April – June 2011</u> Income = \$165, 097 Expenditure= \$157, 347 No of Educators = 26 Occupied places = 71 No. families = 168 No. children = 254 Total Educator Payments by Scheme = \$87, 715 CCB Amount = \$107, 624 Admin/Educator Levies = \$19, 908 YTD – Income = \$627, 924 YTD – Expenditure = \$600, 085</p>
226	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	<p>Risk management tool and form provided to all Educators for assessment of any issues/risks arising. Excursion risk assessment forms to be completed by Educators and required for all excursions.</p> <p>Educator’s complete daily checklist of OH&S compliance in their homes Support visits to Educators include ensuring homes are meeting OHS compliance standards</p>

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 105

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 106

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

COST CENTRE OBJECTIVE:		Yuluwirri Kids is a Preschool and Long Day Care Centre operating in Coonabarabran to deliver a quality educational program in a stimulating, safe and caring environment.	
PAGE NO.	ACTIVITY	PERFORMANCE TARGET	PROGRESS UPON REVIEW
230	Yuluwirri Kids Management	To effectively manage the Centre and gain the full complement of 57 places, while ensuring there is a profitable outcome.	<p>Enrolments at both campus 98.2% capacity week of 31/03/2011 Waiting List: 63 places</p> <p>Pressure on places in the 0-3 years age group. Vacant places and absences are regularly filled with casual bookings.</p> <p>Enrolled are: 155 children from 121 families, 35 Indigenous, 0 CALD</p> <p>User Charges Income YTD Preschool \$167,237 Long Day Care \$214,006</p> <p>CCB \$215,283 DoCS Preschool Grant \$213,532</p> <p>Building and premises maintained, OH&S issues addressed.</p> <p>Advisory committee held 30 June Monthly Staff meetings held April and May</p> <p>Staff training 2 - Identifying and responding to young children at risk of harm. 1 - Cert 3 Children's Services 8 - First Aid 7 - Emergency Asthma Management 4 - Coeliac Disease & Gluten Free Diet workshop</p>

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 107

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
		To secure an envious reputation with a view to future expansion	3 - Munch and Move training 17 WSC staff and 2 Prac Students attended 2 sessions - Reflect, Respect & Relate 2 - Writing Winning Grants Funding submissions lodged to DEEWR and NSW Government for building extensions project.
231		To provide a high quality program that adheres to the National Quality Improvement and Accreditation System.	Funding agreements objectives achieved, acquittals submitted NACC accreditation achieved – high quality in 2010. Self study due 11/01/2013
	OH& S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Daily, weekly, monthly OH&S checks completed OH&S monitored, solutions worked towards
232	Educational Programs	To establish links with schools to ensure each Preschool child is ready for school at aged 5 years.	Continued links with Coonabarabran public school & St Lawrence's, family support agencies and other EC (Early Childhood) services Continued with Early Readers program ran in conjunction with Coonabarabran Public School
		To provide a stimulating and safe environment for play and learning.	Early Years Learning Framework assessment of outcomes 1 to 5 Children's profiles maintained. Daily learning stories form assessment Feedback from children and families incorporated into programs.
		To ensure the education programme delivered is fun and of a high standard.	As above
		Provide a caring and nurturing environment for all Children.	As above

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 108

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
233	Partnerships with other groups and Community Services	Encourage participation and involvement in the Centre operations by local organisations. Develop partnerships with other community service providers and stakeholders that cater for the needs of children.	Centre events held included 3rd–5 th May School Photos 26 th May – National Sorry Day 27 th June to 8 th July – NAIDOC celebrations Attended Interagency meetings, COMS & manager’s meetings, & Climate Change and Business Continuity workshops Networked with TAFE on trainees progress. Continued speech programs in conjunction with Public School and Community Health
	Catering Services	Deliver interesting and healthy meals 3 times per day while keeping within the budget guidelines.	New menus reviewed at the start of winter.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 109

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

<i>COST CENTRE OBJECTIVE:</i>		To effectively manage the divisional responsibilities of Corporate Services. To promote public awareness of Corporate Services as a responsible, effective and efficient part of Council's operations. To provide strategic forward planning for global services such as EDP systems, Award Restructuring, Internal Audits (Financial and Technical), Management Accounting Systems, Landlord Services and Risk Management.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
236	Corporate Services Strategic Management	Ensure that an industry standard, user friendly Management Plan document that provides both qualified inputs and outputs is on exhibition by the end of May.	New Management Plan format completed.
237		Provide comprehensive specialist advice to Manex and Council on key areas such as Finance, Human Resources, IT, Risk Management, Insurance, Supply and Local Government Legislation that ensures that senior staff and Council make informed decisions and achieve corporate objectives.	Regular MANEX meetings provide communications channel for IT issues.
		Manage and monitor outcomes of the Division and provide leadership of the Division to ensure that stated outcomes for the Division are met.	Acting Director Corporate Services providing leadership role to Financial Services division, achieving outcomes and support to MANEX.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 110

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

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

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 111

		Minor maintenance completed in accordance with quarterly inspection programme and determined priorities.	Some maintenance remains outstanding.
--	--	--	---------------------------------------

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

<i>COST CENTRE OBJECTIVE:</i>	To provide and maintain an Information Technology service that meets the defined needs of the organisation.		
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
240	IT Strategic Management	Develop Information Technology Strategy that provides an achievable plan for the resourcing of Council's IT needs for the next five (5) to ten (10) years.	IT Strategic Plan adopted by Council January 2011, being implemented. Major IT Infrastructure Upgrade projects commenced after tender process. First round Desktop refresh project implemented.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 112

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

<i>COST CENTRE OBJECTIVE:</i>		Provide financial management, support and expertise to all Council business units and establish management accounting policies, procedures and operating systems, to facilitate budget preparation, financial planning and performance analysis to assist the Council to effectively and efficiently record and manage its human, physical and financial resources.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
242	Finance Services Management	Produce a Financial Report detailing status of all key financial control indicators for: cash/investments/receipting /debtor, rates, assets, budget control. To provide leadership and direction to the Financial Services team.	Leadership and direction has been provided over the past 5 months. Significant rectification of both systems and corporate culture remain outstanding.
244		Training plan for Financial Services.	Training opportunities were provided in both Rates and PCS
		Contribute to development of Key Performance Indicators (KPIs) for Financial Services section.	Not completed

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 113

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
245	Finance Services – Management Acct.	Quarterly Budget Reviews completed and submitted to Council by November, February, May and August.	Quarterly Budget Review completed on time.
		Significant budget variations reported to Council quarterly as per Regulation.	Budget and financial issues raised with Council and reporting formats upgraded to comply
246		Provide technical support to managers in monitoring/developing budget bids.	Further advice to the MANEX team about managing the financial administration of the Council has been provided.
		Financial Services Budget continually monitored to ensure it is in accordance with adopted budget.	The Budget is OK
		Develop an action plan for the coordination and collation of budget bids for Council's consideration for the Management Plan 2010/2011.	The Budget bids and Management Plan engagement process coordinated and completed for 2011-2012.
247	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Support ongoing.
248	New Financial Accounting Package	Oversee the continual development of the new financial package and its integration to the budget system Major Project	Substantial work completed in redesigning the Chart of Accounts and the system support to the new Warrumbungle Water Business Unit
	Management Accounting Package	Oversee the continual development of the Management Accounting (budget forecasting)	Ongoing
		Coordinate and collate budget bids from Divisions for the 2010/2011. Management Plan.	Ongoing
		Review Accounting Standard and periodic changes.	Advised Council of changes to Significant Accounting Policies

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 114

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
249	Finance Services – Financial Accounting	Council's General Purpose Consolidated Reports completed in accordance with Australian Accounting Standards and Local Government Accounting Manual for Warrumbungle Shire Council.	The Financial Statements for the year 30 June 2011 are in course of preparation and due for completion on 12 Oct 2011.
		Annual financial and statistical returns are lodged on time with DLG, ABS and Grant Funding Bodies as required.	These Returns are prepared alongside the Annual Financial Statements.
250		Constantly review adequacy of Council's assets registers and ensure compliance with AAS27 and accounting manual.	Considerable effort has been made to improve the capitalisation process.

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

<i>COST CENTRE OBJECTIVE:</i>	To plan, provide and maintain financial systems to optimise the capacity of managers to monitor budgets and manage resources within their control and accountability as well as providing reliable and meaningful information to Council and to meet Australian Accounting Standards for Local Government in external reporting.
--------------------------------------	--

CORPORATE SERVICES – FINANCIAL SERVICES

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
251	Finance Services Debtors/Private Works	Provide ongoing internal control systems to monitor and audit private works carried out by Council. Corporate Services.	The Revenue Policy was revised to assist in the pricing of Private Works
252	Finance Services – Rating	Levy and collect rates in accordance with policy and procedure.	Done and Ongoing
		Monitor compliance with debt collection policy. Review of ordinary rating and charging structure completed by 31 March	Ongoing Ongoing

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 115

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
253	Finance Services -Rating Water & Sewer	Monitor user pays water	Rating and Utility Charges examined in details as part of the 2011-12 Budget and Management Plan preparation
	Finance Services – Cash Management	Interest on invested funds to be at least equal to rates published in Financial Review for Local Government.	Thorough examination of all investments as regards security and return on investment
	Finance Services-Cash Management	Continue to monitor options for better management of Council's Investment Portfolio.	Report to Council in August 2011.
	Finance Services -Accounts Payable	Streamline systems for payment of Council's Accounts Receivables by the use of new technology.	Ongoing. Some changes made to introduce online integrated purchase order system.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 116

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

<i>COST CENTRE OBJECTIVE:</i>		To provide and maintain an efficient and cost effective customer focused administration service, meeting the needs of the organisation and services to the community.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
255	Administration Services Management	To manage and provide leadership and support to the Administration Services staff, to ensure delivery of efficient and effective services to the organisation and the community.	Leadership and support provided. Sufficient staff maintained to allow delivery of service. Income at 117% of expected income and budget expenditure at 124% of estimate.
256	OH&S Risk Management	Support an effective OH&S and Risk Management programme to ensure a safe and healthy work environment for all staff and the public.	Safe workplace encouraged with all activities undertaken in line with Council's OH&S policies and procedures.

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

<i>COST CENTRE OBJECTIVE:</i>		To develop and maintain cost effective and operationally efficient secretarial, secretariat and records management services to meet the defined needs of the organisation and ensuring quality customer service.	
<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
257	Administration - Records	Correspondence registered and allocated within two working days of receipt.	Target met generally however some delays in processing correspondence during staff absences. Budget expenditure at 152% of estimate.
258	Administration - Records	Files and records accurately maintained.	Monitoring of electronic allocation of correspondence undertaken regularly.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 117

<i>PAGE NO.</i>	<i>ACTIVITY</i>	<i>PERFORMANCE TARGET</i>	<i>PROGRESS UPON REVIEW</i>
258	Administration - Support Executive Governance Corporate Technical and Environmental	Service to be provided in accordance with clients' needs and needs of organisation.	Correspondence and reports prepared as required. Budget expenditure at 113% of estimate.
		Cashiering services	Receipting and counter services provided and clients' requests dealt with promptly.
		Business papers and committee meeting agendas prepared and distributed.	Electronic distribution to Councillors on Fridays prior to meeting and pdf version placed on web site on Tuesday prior to meeting. Printed copies also made available to public and various media outlets and libraries.
		Minutes prepared and distributed.	Minutes completed usually within five working days and available to Councillors, staff and members of the public. Available on website and copies distributed to libraries.
259		Annual Report compiled, prepared and completed in accordance with legislative requirements.	Annual Report compiled and lodged with Local Government Department prior to end November 2010 as required.
		Summary of Affairs prepared and submitted for inclusion in Government Gazette.	Freedom of Information Act replaced with GIPA Act commencing 1 st July 2010 - Summary of Affairs no longer required.
		Statement of Affairs prepared	Statement of Affairs replaced with Publication Guide. Council endorsed the Publication Guide at December 2010 meeting as required under the GIPA Act.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 118

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 119

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 120

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 121

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

PROGRAM: Corporate Services

PRINCIPAL ACTIVITY: Bushfire

OBJECTIVE GROUP: Bushfire

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 122

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

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

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 123

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

Dear Sir

ACTING DIRECTOR OF CORPORATE SERVICES

ANNEXURE 2

2.1 Investment Securities – CDOs And FRNs

Council resolved on 16 June 2011, to *engage Structured Credit to provide valuation advice and comprehensive risk analysis early in the new financial year. Further, that the General Manager be authorised to establish a sell price for various securities and when obtained in conjunction with the Mayor and Deputy Mayor to sell those products.*

As background for this decision process, the General Manager sought further advice from Structured Credit, and a copy of the Report received by Council on Tuesday 19 July 2011, is now provided to Council.

The Mayor, Deputy Mayor, General Manager and Acting Director Corporate Service met that same day with the consultant, Jason Woodard and discussed the Report he had prepared. The content and advice provided by Jason Woodard was discussed comprehensively.

The view provided by Structured Credit was to confidently express the risk of default as less than 2 percent. Another way of expressing this view is to say that all of the securities held by Council will be recouped at par (face value) with a 98% level of certainty.

During the discussion, it became clear that while all securities were expected to realise par at maturity, some confusion surrounded the potential to pay above par. Question and answer followed, and in summary it was agreed that in regard to the All Seasons (Nomura Bank) Securities, further investigation of locking in a capital appreciation (payment above par) be pursued.

Inquiries through the Hong Kong branch of Nomura Bank, led to confirmation that on maturity, locked in capital appreciation of \$60 000 would be attributable on the All Seasons Note. This type of information has not been made available before and is critical to a decision to sell or hold this security.

Therefore, the engagement of Structured Credit has already paid dividends.

To allow a watching brief on the question of selling or holding these securities, Structured Credit were asked to examine 'fair value' bid prices and associated brokerage fees, and by relating the expected value at maturity construct a pricing model that Council

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 124

could inspect actual bid prices or term deposit (very secure) rates of interest to check the merits of the situation.

Simply put, if Council was offered an above average rate of interest on a term deposit by an Australian Bank, then it could estimate the 'bid price' it would need to receive to break even. In which case it could bail out of the security at that point if it chose to do so.

This will allow the General Manager to establish clear criteria with regard to the sell or hold decision.

An extract from this decision model is attached to the report as Annexure A.

RECOMMENDATION

That Council:

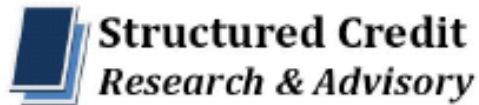
1. receive the Investment Research Report provided by Structured Credit
2. Leave in place the delegation to the General manager to sell or hold these CDO and FRN securities, and
3. Appoint Structured Credit Research and Advisory Pty Ltd as advisors to Council in regard to both short and longer term investment advice.

Attachment A – Current CDO and FRN Pricing Decision Model following:

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011
commencing at 11.00am Page 125

ATTACHMENT 'A'



Likely Transactional Costs / Brokerage 1.50%

Date of proposed sale	18/08/2011
Asprit settlement (quarterly only)	30/09/2011
Settlement	21/09/2011

Amend cells accordingly to recalculate (except Bend)

Name	Expected principal repayment at maturity	Notional	Investment pays above par at maturity	ISIN	Maturity Date	Today	Days to Maturity	Years to Maturity	8 months TD (estimated high-end rate)	Current "Fair Value"	Bids (Fair value less likely brokerage)	"Loss" upon Sale vs Fair Market Value
Dandelion - Westpac	\$ 1,000,000.00	\$ 1,000,000.00	n	AU3FN0004693	21/12/2012	21/08/2011	-488	-1.3	6.00%	92.40%	90.90%	\$15,000.00
Bendigo - Sub Debt	\$ 500,000.00	\$ 500,000.00	n	AU3FN0003811	21/09/2012	21/08/2011	-397	-1.1	6.00%	99.79%	98.29%	\$7,500.00
ANZ CPPI - Asprit II	\$ 813,600.00	\$ 800,000.00	y	CPPISAMAF02	30/03/2013	30/09/2011	-547	-1.5	6.00%	93.08%	91.58%	\$12,000.00
ANZ CPPI - Asprit I	\$ 510,000.00	\$ 500,000.00	y	CPPISAMAF01	21/11/2012	30/09/2011	-418	-1.1	6.00%	95.32%	93.82%	\$7,500.00
FIG All Seasons CPPI Note	\$ 1,560,000.00	\$ 1,500,000.00	y	AU3006EKA021	16/06/2013	21/08/2011	-665	-1.8	6.00%	93.38%	91.88%	\$22,500.00
Averon CPP Ltd Aver01 - Q+150	\$ 700,000.00	\$ 700,000.00	n	AU300AVER012	20/06/2013	21/08/2011	-669	-1.8	6.00%	89.73%	88.23%	\$10,500.00
Prelude Eur CDO Credit Sell - ANZ	\$ 500,000.00	\$ 500,000.00	n	XS0235047826	30/12/2011	21/08/2011	-131	-0.4	6.00%	97.90%	96.40%	\$7,500.00
Octagon Ltd EMTN - EMU FIG	\$ 1,500,000.00	\$ 1,500,000.00	n	XS0232170158	25/10/2015	21/08/2011	-1526	-4.2	6.00%	78.10%	76.60%	\$22,500.00
	\$ 7,083,600.00											\$106,000.00

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 126

2.2 Report On Financial System

This report serves to update Council in regard to changes made to the financial system. Further, it addresses the several remaining issues that will need to be handled over the next six (6) months.

Changes to the Chart of Accounts

Advice was received from the Department of Premier and Cabinet dated 29 June 2011, that provided authority to Warrumbungle Shire Council to combine into two funds the several water and sewerage funds it had previously maintained.

Council resolved, as part of adopting its Management Plan and associated Revenue Policy to seek this authority from the Government.

At that same time Council considered a report from its Auditors suggesting that this move would be supported.

Since that date a new Chart of Accounts has been created in the General Ledger for Water and Sewerage activities. This required a comprehensive examination and translation of the old accounts to the new accounts. It was completed for both the 2010-2011 and 2011-2012 financial years on August 9.

The format of the new chart aligns with the best practice reporting requirements of the Office of Water and the external reporting responsibilities under the Local Government Code of Accounting Practice and Financial Reporting.

While the end of financial year processing is still continuing, the new chart has provided the capacity to provide a financial position as at 30 June 2011, for the combined Water Funds and Sewerage Funds. (Annexure A).

Conditions of Amalgamation of Funds

The advice received from the State in relation to the amalgamation of the several water and sewerage funds requires compliance with four (4) conditions:

1. That Council pursue Best Practice Management of Water and Sewerage as per the Guidelines issued by the Office of Water
2. The monies previously raised from 'special rates and charges' are only used for the special purpose for which they were raised
3. That in relation to monies raised or yet to be raised from 'special rates and charges' such monies are used only in accordance with Council's resolution relevant to any special rate or charge
4. Council is able to show the community that all monies received are being applied for the specific purpose for which they were raised and are being managed appropriately.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 127

The provisions of Section 409 of the Local Government Act 1993, refer to these obligations and relate specifically to special purpose rates.

Council does not levy any special purpose rates and charges at this time nor has it raised any in relation to water and sewerage services.

Therefore the condition of immediate significance is the requirement to comply with the Best Practice Guidelines. A separate report will be provided to Council in this regard as a significant cash grant of \$ 324 690.00 has been withheld by the State until certain conditions of compliance have been met.

The combination of the water and sewerage funds has now been completed and the financial policy of the Council (Revenue Policy) amended to reflect this change.

Further Accounting System Changes

This completes the first step of several that are required to establish the Warrumbungle Shire Council's accounting and financial reporting systems on a sound footing.

The MANEX have been provided with advice in relation to the further necessary changes and the timeframes for completion.

In summary they include:

1. Re-designing the General Ledger Chart of Accounts to improve upon the present Chart and include the themes (directions) reflected in the Integrated Planning and Reporting framework. This should be undertaken progressively over the six (6) months to 31 March 2012. It is a sizeable piece of work and requires a competence and level of expertise that at this time Warrumbungle Shire Council does not have within its establishment. However, recruitment is now underway to place that skill within Council, applications closing on 28 August.
2. The Council needs to implement the Civica Asset Register. This is an essential step to allow the :
 - a) Accurate recording of asset sales and purchases
 - b) Works order creation of capital projects and the disciplines needed to manage the capitalisation process
 - c) The timely and accurate generation of depreciation expense
 - d) The timely and accurate recording of the costs of asset impairment
 - e) The handling of asset revaluation as required by the Local Government Code and AASB standards
 - f) Identification of work process, duties and responsibilities of key personnel (Accounting and Engineering)

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 128

Project Approach to Handling Change

Both of these remaining tasks involve considerable effort and complexity. Council should take a project approach to both to ensure a successful outcome.

RECOMMENDATION

That Council establish a 'project approach' towards the:

- a) Redesign of a new General Ledger and Cost Ledger Chart of Accounts
- b) Implementation of the Asset Register within the Civica system.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 129

ATTACHMENT 'A'

Warrumbungle Shire Council Water Fund Income statement

For the year ended 30 June 2011

	Notes	Actual 2011
Income from continuing operations		
<u>Revenue:</u>		
Rates and annual charges	3	1,943,097.66
User charges and fees	3	59,147.79
Interest and investment revenue	3	30,992.87
Other revenues	3	(652.98)
Grants and contributions provided for operating purposes	3e,f	15,051.00
Grants and contributions provided for capital purposes	3e,f	215,603.89
<u>Other income:</u>		
Net gain from the disposal of assets	5	0.00
Share of interests in joint ventures and associates using the equity method	19	0.00
Total income from continuing operations		2,263,240.23
Expenses from continuing operations		
Employee benefits and on-costs	4	530,607.63
Borrowing costs	4	40,640.19
Materials and contracts	4	921,783.38
Depreciation and amortisation	4d	0.00
Impairment	4d	0.00
Other expenses	4e	205,027.89
Interest and investment losses	3	0.00
Net loss from the disposal of assets	5	0.00
Share of interests in joint ventures and associates using the equity method	19	0.00
Total expenses from continuing operations		1,698,059.09
Operating result from continuing operations		565,181.14
Operating result from discontinued operations	25	0.00
Net operating result for the year		565,181.14
Attributable to:		
- Council		0.00
- Minority interests		0.00
		0.00
Net operating result for the year before grants and contributions provided for capital purposes		349,577.25

Note:(1) Original budget as approved by Council - refer Note 16.

The above Income statement should be read in conjunction with the accompanying notes.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 130

Warrumbungle Shire Council

Water Fund Balance sheet

As at 30 June 2011

	<u>Notes</u>	<u>Actual 2011</u>
ASSETS		
Current assets		
Cash and cash equivalents	6a	(1,307,223.78)
Investments	6b	2,166,791.23
Receivables	7	988,334.69
Inventories	8	69,753.68
Other	8	0.00
Non-current assets classified as held for sale	22	0.00
Total current assets		<u>1,917,655.82</u>
Non-current assets		
Investments	6b	0.00
Receivables	7	0.00
Inventories	8	0.00
Infrastructure, property, plant and equipment	9a	22,244,845.32
Investments accounted for using the equity method	19	0.00
Investment property	14	0.00
Intangible assets	25	0.00
Other	8	0.00
Total non-current assets		<u>22,244,845.32</u>
Total assets		<u>24,162,501.14</u>
LIABILITIES		
Current liabilities		
Payables	10a	0.00
Borrowings	10a	0.00
Provisions	10a	272,428.32
Total current liabilities		<u>272,428.32</u>
Non-current liabilities		
Payables	10a	0.00
Borrowings	10a	930,188.62
Provisions	10a	0.00
Total non-current liabilities		<u>930,188.62</u>
Total liabilities		<u>0.00</u>
Net Assets		<u>22,959,884.20</u>
EQUITY		
Retained earnings	20	19,631,314.95
Revaluation reserves	20	3,328,569.25
Council equity interest		<u>22,959,884.20</u>
Minority equity interest		0.00
Total equity		<u>22,959,884.20</u>

The above Balance sheet should be read in conjunction with the accompanying notes.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council
Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 131

Warrumbungle Shire Council Sewerage Fund Income statement

For the year ended 30 June 2011

	Notes	Actual 2011
Income from continuing operations		
<u>Revenue:</u>		
Rates and annual charges	3	1,114,256.87
User charges and fees	3	5,831.83
Interest and investment revenue	3	10,130.11
Other revenues	3	836.36
Grants and contributions provided for operating purposes	3e,f	0.00
Grants and contributions provided for capital purposes	3e,f	0.00
<u>Other Income:</u>		
Net gain from the disposal of assets	5	0.00
Share of interests in joint ventures and associates using the equity method	19	0.00
Total income from continuing operations		1,131,055.17
Expenses from continuing operations		
Employee benefits and on-costs	4	293,079.24
Borrowing costs	4	2,442.64
Materials and contracts	4	424,246.54
Depreciation and amortisation	4d	0.00
Impairment	4d	0.00
Other expenses	4e	87,595.76
Interest and investment losses	3	0.00
Net loss from the disposal of assets	5	0.00
Share of interests in joint ventures and associates using the equity method	19	0.00
Total expenses from continuing operations		807,364.18
Operating result from continuing operations		323,690.99
Operating result from discontinued operations	25	0.00
Net operating result for the year		323,690.99
Attributable to:		
- Council		0.00
- Minority interests		0.00
		0.00
Net operating result for the year before grants and contributions provided for capital purposes		323,690.99

Note:(1) Original budget as approved by Council - refer Note 16.

The above Income statement should be read in conjunction with the accompanying notes.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 132

Warrumbungle Shire Council

Sewerage Fund Balance sheet

As at 30 June 2011

	<u>Notes</u>	<u>Actual 2011</u>
ASSETS		
Current assets		
Cash and cash equivalents	6a	113,973.91
Investments	6b	2,306,373.80
Receivables	7	457,975.35
Inventories	8	4,421.71
Other	8	0.00
Non-current assets classified as held for sale	22	0.00
Total current assets		<u>2,882,744.77</u>
Non-current assets		
Investments	6b	0.00
Receivables	7	0.00
Inventories	8	0.00
Infrastructure, property, plant and equipment	9a	15,765,773.90
Investments accounted for using the equity method	19	0.00
Investment property	14	0.00
Intangible assets	25	0.00
Other	8	0.00
Total non-current assets		<u>15,765,773.90</u>
Total assets		<u>18,648,518.67</u>
LIABILITIES		
Current liabilities		
Payables	10a	0.00
Borrowings	10a	0.00
Provisions	10a	58,332.52
Total current liabilities		<u>58,332.52</u>
Non-current liabilities		
Payables	10a	0.00
Borrowings	10a	0.00
Provisions	10a	0.00
Total non-current liabilities		<u>0.00</u>
Total liabilities		<u>0.00</u>
Net Assets		<u>18,590,186.15</u>
EQUITY		
Retained earnings	20	9,665,794.85
Revaluation reserves	20	8,924,391.30
Council equity interest		<u>18,590,186.15</u>
Minority equity interest		0.00
Total equity		<u>18,590,186.15</u>

The above Balance sheet should be read in conjunction with the accompanying notes.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 133

2.3 Bank Reconciliation

Bank Accounts

In preparation for the End of Year process all bank accounts maintained by Council have been identified and as part of this process all bank account balances as at the 30 June have been confirmed with a bank audit report provided by each bank institution.

A review of bank accounts maintained by Council revealed that it holds some unnecessary accounts, these are as follows:

Commonwealth Bank – Rates Account

This account has very little activity with only 5 ratepayers depositing money on a fortnightly basis.

Westpac Bank – Cash Management Account

This account is a pre existing account set up in the former Coolah Shire Council and was used as a replenishing account with an overdraft.

Westpac Trust Fund Account

This account has very little activity with deposits only on occasion, any trust fund banking can be done into the Commonwealth Bank Trust Fund.

These accounts are in the process of being closed, the timing of closure will vary as Council has advised customers in writing of its intentions and has given them opportunity to alter their banking details.

Council has identified and reconciled all outstanding cashbook problems within the bank reconciliation module and these transactions will be finalised in August.

Investments

Two schedules of investments are now incorporated in the monthly report to Council:

- 1) Investment types CDO (Collateralised Debt Obligations) and FRN (Floating Rate Note) - these will on this occasion be the subject of a separate special report.
- 2) The second schedule will identify the On Call and Term Deposits held by Council.

New Reporting Format

A review of Council's Bank Reconciliation process revealed the need to separate the Bank Accounts, Inter Fund Accounts and the Investments.

This has been achieved by developing a new chart of accounts which is a simplification of the existing chart of accounts.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 134

The benefits of the new chart of account is the control of each section with the new accounts identifying the bank account, inter fund account and the investment individually in the general ledger, this will assist with identifying any discrepancies that may arise.

Presentation

The reporting of Bank Accounts on a monthly basis will now present information regarding two primary Bank Accounts, General and Trust.

General Fund covers all bank transactions on behalf of Warrumbungle Shire Council.

Trust Fund is not part of Warrumbungle Shire Council trading operation, but is maintained in place as required by the Local Government Act 1993.

Within General Fund arrangements have been allowed for 'fund accounting' and at this time Council maintains three (3) separate funds General, Water and Sewer. Transactions between these funds are handled via automatic system journals.

As from this month Council's Bank Reconciliation and Investments will be presented in this format.

Issues of Note:

Inter Fund Accounts

A review of Councils inter fund accounts within the general ledger identified imbalances which have been corrected, it arose as a result of the amalgamation conversion of the two separate general ledger chart of accounts into the one.

Corrections have been made going back 4 ½ years, refer to Annexure A.

Investment Accounts

A review of Councils investment accounts has resulted in corrections being made to the general ledger for errors from previous years that gave rise to negative balances, errors that date back over 4 years.

As part of the checking process of these negative balances, it was tested to ensure the validity of the corrections. Refer to Annexure B.

Reasons

- a) When the conversion occurred there were pre existing imbalances.
- b) Since amalgamation journal entries to bank accounts have occurred which created automatic system journals, in a failed attempt to correct the imbalances.

Council is now in a position to monitor the Bank Accounts, the Interfund Accounts and the Investments on a monthly basis.

RECOMMENDATION

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 135

That the Bank Reconciliation as at the 30 June, 2011 by received and noted.

ANNEXURE A

General Ledger Opening Balance Journal 2010-2011

Jnl No: JM1

Date

Processed: 19-07-2011

Description: Adjustment to Inter Fund Accounts

Ledger Number	Description	Debit \$	Credit \$
5410-3000-0001	General Fund for Current Bank A/C	606,018.15	
5410-3000-0073	General Fund for Current Bank A/C		78,216.26
5410-3000-0074	General Fund for Current Bank A/C	1,596,147.90	
5410-3000-0081	General Fund for Current Bank A/C	1,236,184.17	
5410-3000-0084	General Fund for Current Bank A/C	356,523.11	
8100-3000-0001	Bank Account Sewerage Coonabarabran	473,935.65	
8100-3000-1000	Bank Account Sewerage Coonabarabran		1,682,917.63
8400-3000-0000	CSS – Coolah Sewerage Bank Account		604,116.56
7300-3000-0001	Bank Account Coonabarabran Water	1,440,104.75	
7300-3000-1000	Bank Account Coonabarabran Water		1,612,596.05
7400-3000-0000	CWS – Coolah Water Supply Bank Acc		1,731,067.23

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council
Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 136

ANNEXURE B

General Ledger Journal 2010-2011

Jnl No: JM43

Date

Processed: 19-07-2011

Description: Adjustment to Investment Accounts

Ledger Number	Description	Debit \$	Credit \$
5410-3006-0000	General Fund Investments	536,432.47	
5410-3099-0021	Ext Restrict Asset Merrygoen Water	16,249.00	
5410-3099-0023	Ext Restrict Asset Non HACC South	0.06	
5410-3099-0025	Due to Reserve DWM Warrumbungle	48,000.00	
5200-3001-3001	Investments		584,432.47
5200-3001-5001	Investments		16249.06

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council
Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 137

BANK RECONCILIATION - Month Ending June 2011

BANK STATEMENTS

Bank	Balance \$	Adjusted For: Outstanding Deposits Unpresented Cheques	Outstanding Deposits \$	Unpresented Cheques \$	Bank Charges and Fees \$
GENERAL					
Commonwealth	655,200.59	649,739.29	53,502.64	58,963.94	686.25
Westpac	20,000.00	20,000.00			
NAB	26,234.22	26,234.22			1,075.53
Commonwealth Rates	12,434.06	12,434.06			
Westpac Replenishing	9,572.45	9,572.45			
Total	723441.32	717,980.02	53,502.64	58,963.94	1,761.78
INVESTMENTS					
Securities	7,000,000.00				
IBD	7,600,000.00				
Total	14,600,000.00				
TRUST					
Commonwealth	31,588.43	31,588.43			
Westpac	116,812.97	116,182.80	135.23	765.40	
Total	148,401.40	147,771.23	135.23	765.40	
INVESTMENTS					
TOTAL BANK ACCOUNTS		865,751.25			

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 138

INVESTMENT SECURITIES

Bank	Balance \$	ISIN Number	Maturity Date
Dandelion - Westpac	1,000,000.00	AU3FN0004693	21.12.2012
Bendigo Bank – Westpac	500,000.00	AI3FN0003810	21.09.2017
ANZ CPPI – Asprit II	800,000.00	CPPISAMAF02	30.03.2013
ANZ CPPI – Asprit I	500,000.00	CPPISAMAF01	22.11.2012
FIIG All Seasons CPPI Note	1,500,000.00	AU300SEKA021	16.06.2013
Averon CPP Ltd Aver01 – Q+150	700,000.00	AU300AVER012	20.06.2013
Prelude Eur CDO PREGO1 – Credit Securities	500,000.00	XS0235047825	30.12.2011
Octagon Ltd Linked EMTN – EMU FIIG	1,500,000.00	XS0232170158	25.10.2015
Total	7,000,000.00		

TERM DEPOSITS

Bank	Balance \$	Maturity Date	Percentage
Suncorp Metway 4/10	1,000,000.00	16.09.2011	6.18
Suncorp Metway 5/10	750,000.00	16.06.2011	6.18
NAB Cash Maximiser – At Call	2,350,000.00		
	1,000,000.00	04.07.2011	5.68
Suncorp Metway 9/10	1,000,000.00	04.07.2011	5.68
Suncorp Metway 10/10	1,500,000.00	09.12.2011	6.28
Total	7,600,000.00		

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council
Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 139

GENERAL LEDGER

Account	Account Number	Balance \$
BANK		
General Fund	5410-3000-0001	717,980.02
Trust Fund	9000-3000-0000	147,771.23
Total Ledger Bank		865,751.25
INTERFUND – due to/due by		
General Fund		
Interfund Bank Account	5410-3000-0071	-255,893.48
Interfund Bank Account	5410-3000-0072	-76,572.02
Interfund Bank Account	5410-3000-0073	-23,258.22
Interfund Bank Account	5410-3000-0074	-3,641.56
Interfund Bank Account	5410-3000-0075	-72,597.81
Interfund Bank Account	5410-3000-0076	1,718,597.34
Interfund Bank Account	5410-3000-0081	2,111.66
Interfund Bank Account	5410-3000-0082	-119,735.55
Interfund Bank Account	5410-3000-0084	852.88
Interfund Bank Account	5410-3000-0085	2,797.10
Total Due To General Fund		1,172,660.34
Water Fund		
Bank Baradine Water	7100-3000-0001	182,638.02
Bank Baradine Water (2)	7100-3000-1000	73,255.46
Bank Binnaway Water	7200-3000-0001	-492,298.78
Bank Binnaway Water (2)	7200-3000-1000	568,870.80
Bank Coonabarabran Water	7300-3000-0001	23,258.22
Bank Coonabarabran Water (2)	7300-3000-1000	0.00
Bank Coolah Water	7400-3000-0000	3,641.56
Bank Dunedoo Water	7500-3000-0000	72,597.81
Bank Mendooran Water	7600-3000-0000	-1,718,597.34
Total Due To General Fund		-1,286,634.25

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council
Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 140

GENERAL LEDGER cont.....

Account	Account Number	Balance \$
Sewerage Fund		
Bank Coonabarabran Sewerage	8100-3000-0001	-2,111.66
Bank Coonabarabran Sewerage (2)	8100-3000-1000	0.00
Bank Baradine Sewerage	8200-3000-0001	-252,004.09
Bank Baradine Sewerage (2)	8200-3000-1000	371,739.64
Bank Coolah Sewerage	8400-3000-0000	-852.88
Bank Dunedoo Sewerage	8500-3000-0000	-2,797.10
Total Due By General Fund		113,973.91
INVESTMENTS		
General Fund		
Investments	5220-3001-3001	5,926,234.73
Investments	5220-3001-5001	3,723,854.09
Investments	5220-3002-0000	0.00
Investments	5220-3003-0000	30,941.15
Total		9,681,029.97
Water Fund		
Investments	2830-3099-0000	16,249.00
Investments	7100-3001-0000	271,112.91
Investments	7200-3001-0000	436,528.41
Investments	7300-3001-0000	972,488.91
Investments	7400-3001-0000	0.00
Investments	7600-3005-0000	658,726.00
Total		2,355,105.23
Sewerage Fund		
Investments	8100-3001-0000	1,591,702.94
Investments	8200-3001-0000	178,251.86
Investments	8400-3900-0000	793,910.00
Total		2,563,864.80
Trust Fund		
Investments		0.00
Total		0.00
TOTAL		14,600,000.00

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council
Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 141

BANK RECONCILIATION - Month Ending June 2011 New Chart of Accounts

BANK STATEMENTS

Bank	Balance \$	Adjusted For: Outstanding Deposits Unpresented Cheques	Outstanding Deposits \$	Unpresented Cheques \$	Bank Charges and Fees \$
GENERAL					
Commonwealth	655,200.59	649,739.29	53,502.64	58,963.94	686.25
Westpac	20,000.00	20,000.00			
NAB	26,234.22	26,234.22			1,075.53
Commonwealth Rates	12,434.06	12,434.06			
Westpac Replenishing	9,572.45	9,572.45			
Total	723441.32	717,980.02	53,502.64	58,963.94	1,761.78
INVESTMENTS					
Securities	7,000,000.00				
IBD	7,600,000.00				
Total	14,600,000.00				
TRUST					
Commonwealth	31,588.43	31,588.43			
Westpac	116,812.97	116,182.80	135.23	765.40	
Total	148,401.40	147,771.23	135.23	765.40	
INVESTMENTS					
TOTAL BANK ACCOUNTS		865,751.25			

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 142

INVESTMENT SECURITIES

Bank	Balance \$	ISIN Number	Maturity Date
Dandelion - Westpac	1,000,000.00	AU3FN0004693	21.12.2012
Bendigo Bank – Westpac	500,000.00	AI3FN0003810	21.09.2017
ANZ CPPI – Asprit II	800,000.00	CPPISAMAF02	30.03.2013
ANZ CPPI – Asprit I	500,000.00	CPPISAMAF01	22.11.2012
FIIG All Seasons CPPI Note	1,500,000.00	AU300SEKA021	16.06.2013
Averon CPP Ltd Aver01 – Q+150	700,000.00	AU300AVER012	20.06.2013
Prelude Eur CDO PREGO1 – Credit Securities	500,000.00	XS0235047825	30.12.2011
Octagon Ltd Linked EMTN – EMU FIIG	1,500,000.00	XS0232170158	25.10.2015
Total	7,000,000.00		

TERM DEPOSITS

Bank	Balance \$	Maturity Date	Percentage
Suncorp Metway 4/10	1,000,000.00	16.09.2011	6.18
Suncorp Metway 5/10	750,000.00	16.06.2011	6.18
NAB Cash Maximiser – At Call	2,350,000.00		
	1,000,000.00	04.07.2011	5.68
Suncorp Metway 9/10	1,000,000.00	04.07.2011	5.68
Suncorp Metway 10/10	1,500,000.00	09.12.2011	6.28
Total	7,600,000.00		

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council
Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 143

GENERAL LEDGER

Account	Account Number	Balance \$
BANK		
General Fund	5410-3000-0001	717,980.02
Trust Fund	9000-3000-0000	147,771.23
Total Ledger Bank		865,751.25
INTERFUND – due to/due by		
General Fund		
Interfund Bank Account	5410-3000-0071	1,307,223.78
Interfund Bank Account	5410-3000-0081	-113,973.91
Total Due To General Fund		1,193,249.85
Water Fund		
Bank Account	7081-3000-0001	-1,307,223.78
Total Due To General Fund		-1,307,223.78
Sewerage Fund		
Bank Account	8081-3000-0001	113,973.91
Total Due By General Fund		113,973.91
INVESTMENTS		
General Fund		
Investments	5220-3001-3001	5,926,234.73
Investments	5220-3001-5001	3,723,854.09
Investment Movement Account	5220-3003-0000	30,941.15
Total		9,681,029.97
Water Fund		
Investments	7085-3001-0001	2,355,105.23
Total		2,355,105.23
Sewerage Fund		
Investments	8085-3001-0001	2,563,864.80
Total		2,563,864.80
Trust Fund		
Investments		0.00
Total		0.00
TOTAL		14,600,000.00

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 144

2.4 Bank Reconciliation Report For The Month Ending 31 July 2011

Bank Reconciliation report for the month ending 31 July 2011 is presented to Council.

Investments

On the 5 July 2011 Council invested \$1,000,000.00 into a term deposit held by the National Australia Bank for a period of 6 months at an interest rate of 6.25 %.

This will increase investments held by Council from \$14,600,000.00 to \$15,600,000.00.

RECOMMENDATION

That the Bank Reconciliation Report as at the 31 July, 2011 be received and noted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council
Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 145

BANK RECONCILIATION - Month Ending July 2011

BANK STATEMENTS

Bank	Balance \$	Adjusted For: Outstanding Deposits Unpresented Cheques	Outstandin g Deposits \$	Unpresente d Cheques \$	Bank Charges and Fees \$
GENERAL					
Commonwealth	1,159,323.61	1,100,944.03	38,930.81	97,310.39	1,053.47
Westpac	23,766.35	29,801.48	6,035.13		
NAB	43,133.81	43,133.81			877.25
Commonwealth Rates	70.00	70.00			
Westpac Replenishing	8,503.88	8,503.88			
Total	1,234,797.65	1,182,453.20	44,965.94	97,310.39	1,930.72
INVESTMENTS					
Securities	7,000,000.00				
IBD	8,600,000.00				
Total	15,600,000.00				
TRUST					
Commonwealth	161,547.90	158,840.73	183.23	2,890.40	
Westpac	0.00				
Total	161,547.90	158,840.73	183.23	2890.40	
INVESTMENTS					
TOTAL BANK ACCOUNTS		1,341,293.93			

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 146

INVESTMENT SECURITIES

Bank	Balance \$	ISIN Number	Maturity Date
Dandelion - Westpac	1,000,000.00	AU3FN0004693	21.12.2012
Bendigo Bank – Westpac	500,000.00	AI3FN0003810	21.09.2017
ANZ CPPI – Asprit II	800,000.00	CPPISAMAF02	30.03.2013
ANZ CPPI – Asprit I	500,000.00	CPPISAMAF01	22.11.2012
FIIG All Seasons CPPI Note	1,500,000.00	AU300SEKA021	16.06.2013
Averon CPP Ltd Aver01 – Q+150	700,000.00	AU300AVER012	20.06.2013
Prelude Eur CDO PREGO1 – Credit Securities	500,000.00	XS0235047825	30.12.2011
Octagon Ltd Linked EMTN – EMU FIIG	1,500,000.00	XS0232170158	25.10.2015
Total	7,000,000.00		

TERM DEPOSITS

Bank	Balance \$	Maturity Date	Percentage
National Australia Bank	1,000,000.00	05.01.2012	6.25
Suncorp Metway 4/10	1,000,000.00	16.09.2011	6.18
Suncorp Metway 5/10	750,000.00	16.06.2011	6.18
NAB Cash Maximiser – At Call	2,350,000.00		
	1,000,000.00	04.07.2011	5.68
Suncorp Metway 9/10	1,000,000.00	04.07.2011	5.68
Suncorp Metway 10/10	1,500,000.00	09.12.2011	6.28
Total	8,600,000.00		

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council
Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 147

GENERAL LEDGER

Account	Account Number	Balance \$
BANK		
General Fund	5410-3000-0001	1,182,453.20
Trust Fund	9000-3000-0000	158,840.73
Total Ledger Bank		1,341,293.93
INTERFUND – due to/due by		
General Fund		
Interfund Bank Account	5410-3000-0071	1,249,071.84
Interfund Bank Account	5410-3000-0081	-168,844.25
Total Due To General Fund		1,080,227.59
Water Fund		
Bank Account	7081-3000-0001	-1,249,071.84
Total Due To General Fund		-1,249,071.84
Sewerage Fund		
Bank Account	8081-3000-0001	168,844.25
Total Due By General Fund		168,844.25
INVESTMENTS		
General Fund		
Investments	5220-3001-3001	6,926,234.73
Investments	5220-3001-5001	3,723,854.09
Investment Movement Account	5220-3003-0000	30,941.15
Total		10,681,029.97
Water Fund		
Investments	7085-3001-0001	2,355,105.23
Total		2,355,105.23
Sewerage Fund		
Investments	8085-3001-0001	2,563,864.80
Total		2,563,864.80
Trust Fund		
Investments		0.00
Total		
TOTAL		15,600,000.00

2.5 Rates Report For The Month Ending 31 July 2011

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 148

Rates Collection report for the month ending 31 July 2011 is presented to Council.

While the collection percentage has increased from this time last year, the Department of Local Government has the view that the percentage of outstanding rates should be about 2.5% and not 5% - 8%.

The Rating Policy – Payment of Rates currently states debt collection will commence after debts are 60 days overdue, this is affecting the collection of rates and charges and need to be reconsidered.

A separate report will be submitted addressing this change to the Rating Policy.

RECOMMENDATION

That the Rates Report as at the 31 July, 2011 by received and noted.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011
commencing at 11.00am

Page 149

		RATE ARREARS	2010/2011 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTAND- ING 2011/2012	COLLECT- ION % 2011/2012	TOTAL OUTSTAND- ING 2010/2011	COLLECT- ION % 2010/2011
GENERAL	COONABARA BRAN	88,637	1,008,448	46,676	0	1,050,409	86,153	964,257	8.20%	932,379	6.42%
	BARADINE	34,528	142,673	14,627	0	162,574	16,822	145,752	10.35%	148,201	6.86%
	BINNAWAY	13,087	69,722	10,142	0	72,667	9,824	62,843	13.52%	60,656	10.78%
	VILLAGE 1	10,443	32,381	2,753	0	40,070	4,777	35,293	11.92%	32,877	7.60%
	FARMLAND	301,331	4,286,657	18,757	92	4,569,138	166,899	4,402,239	3.65%	4,267,220	2.79%
	COOLAH	25,187	207,426	15,338	0	217,276	17,841	199,435	8.21%	190,974	6.91%
	DUNEDOO	23,240	224,439	15,530	0	232,149	20,458	211,691	8.81%	209,742	5.38%
	MENDOORAN	15,870	69,858	6,694	0	79,035	5,596	73,438	7.08%	70,086	6.96%
	VILLAGE 2	2,171	19,035	2,237	0	18,969	2,144	16,825	11.30%	18,206	8.42%
	COOLABAH ESTATE	2,443	15,877	1,590	0	16,730	824	15,905	4.93%	14,838	8.46%
	RUR/RES COBBORA	69	3,205	235	0	3,039	964	2,075	31.73%	2186	27.43%
	RURAL RESD/BUS	82,373	605,282	25,886	1	661,768	61,834	599,934	9.34%	589,441	6.49%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011
commencing at 11.00am

Page 150

		RATE ARREARS	2010/2011 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTAND- ING 2011/2012	COLLECT- ION % 2011/2012	TOTAL OUTSTAND- ING 2010/2011	COLLECT- ION % 2010/2011
WATER	COONABARA BRAN	29,654	464,370	25,560	0	468,464	41,878	426,586	8.94%	350,291	7.55%
	BARADINE	31,055	128,685	9,256	0	150,484	15,073	135,411	10.02%	123,287	6.49%
	BINNAWAY	23,706	99,705	8,575	1	114,835	15,331	99,505	13.35%	120,357	10.35%
	VILLAGE 1	9,437	9,315	1,138	0	17,615	1,176	16,439	6.68%	18,729	5.60%
	FARMLAND	204.01	1,725.00	0.00	0.00	1,929	207	1,722	10.75%	344	0.00%
	COOLAH	22,300	162,495	9,669	345	174,781	14,546	160,235	8.32%	213,566	6.85%
	DUNEDOO	16,537	154,560	9,034	0	162,063	13,560	148,503	8.37%	154,426	5.05%
	MENDOORAN	36,939	162,384	4,463	0	194,860	13,791	181,070	7.08%	158,225	6.33%
	RURAL	14,448	86,292	3,150	0	97,590	6,836	90,754	7.00%	-	0.00%
	VILLAGE 2	2,663.35	8,970.00	787.50	0.00	10,846	1,257.56	9,588	11.59%	0	0.00%
SEWERAGE	COONABARA BRAN	127,206	0	0	0	127,206	99,882	27,324	78.52%	38,724	27.26%
	BARADINE	48,294	163	0	2	48,455	10,607	37,848	21.89%	28,642	9.78%
	COOLAH	41,008	0	0	7	41,001	13,573	27,428	33.10%	18,349	15.64%
	DUNEDOO	38,331	0	0	0	38,331	14,849	23,482	38.74%	14,275	9.38%

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011
commencing at 11.00am Page 151

		RATE ARREARS	2010/2011 LEVY	PENSIONER WRITE OFF	ABAND- ONED	RATE ARREARS AND NET LEVY	TOTAL PAYMENTS TO DATE	TOTAL OUTSTAND- ING 2011/2012	COLLECT- ION % 2011/2012	TOTAL OUTSTAND- ING 2010/2011	COLLECT- ION % 2010/2011
GARBAGE	NORTH	65,615	666,876	60,155	0	672,336	71,311	601,024	10.61%	648,906	7.12%
	SOUTH	55,044	437,561	35,033	0	457,571	42,011	415,560	9.18%	452,354	8.29%
	FARMLAND/ RURAL	15,138	160,796	6,783	0	169,152	12,550	156,602	7.42%	46,169	3.21%
LEGAL FEES		142,996	20,328	0	0	163,325	9,085	154,240	5.56%	178,374	4.40%
DISHONOURS		143	132	0	0	275	33	242	12.00%	-	0.00%
INTEREST		181,037	19,505	0	0	200,542	0	200,542	0.00%	144,674	0.00%
	TOTALS	1,501,137	9,268,865	334,067	450	10,435,485	791,693	9,643,792	7.59%	9,246,498	5.12%
<p>Note: These do not include Legal / Interest / Waste Outstanding Amounts as they are not broken up into these localities</p>											

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 152

2.6 Warrumbungle Shire Council Operational 2.1 Rating Policy – Payment Of Rates

Council's rates collection is currently sitting between 5% and 8%, the Department of Local Government has the view that Council's collection of Rates and Charges should be about 2%, to achieve this result the current Rating Policy needs to be revised.

Council's Current Rating Sub – Policy is as below:

1. Recovery of Debts
 - c) Recovery action will commence if other debts (Other than amounts due from Government Departments) are not paid within sixty (60) days unless arrangements have been entered into.

The above sub – policy has been in place since 16 December, 2010 and Council rate collection has not increased to the expected standard of the Department of Local Government, therefore a proposed sub-policy is as below:

1. Recovery of Debts
 - c) Recovery action will commence if other debts (Other than amounts due from Government Departments) are not paid within thirty (30) days unless arrangements have been entered into.

Attached is the current Rating Policy – Payment of Rates with the amended section.

RECOMMENDATION

That Council adopt the proposed Rating Policy replacing the existing one.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 153

Operational 2.1 **Rating Policy - Payment of Rates**

Policy Objective:

To ensure collection of rates, charges and sundry debtors is carried out in a transparent manner and complies with the Local Government Act and Section 60 of the Trade Practices Act.

1. Recovery of Debts

- a) Recovery action may commence when rates and/or charges are not paid by the due date for each quarterly instalment unless arrangements have been entered into (in writing) to make periodical payments under section 564 of the Local Government Act.
- b) Recovery action will commence when rates and/or charges are not paid by the due date for each quarterly instalment unless arrangements have been entered into.
- c) Recovery action will commence if other debts (*other than amounts due from Government Departments*) are not paid within thirty (30) days unless arrangements have been entered into.

Deleted: sixty (60)

2. Agreements for Periodical Payments

- a) Ratepayers who are unable to pay rates and charges and/or water usage charges by the due date, either because of reasons beyond their control or because payment would cause hardship, may apply to enter into an agreement with Council to make periodical payments [henceforth called the 'Agreement']. The payments made under this said agreement should adequately repay the rates and charges levy.
- b) In order for such an agreement to be considered a 'Payment Arrangement' form is to be completed subject to mutual agreement of payment amounts (appendix 1). The ratepayer is to specify the dates and the amounts that are to be paid and an appropriate contact number and address must be supplied to Council.
- c) Verbal agreements shall not provide a reprieve from the debt recovery process.
- d) If a ratepayer fails to meet the terms of an agreement, the agreement shall be terminated and the full amount of the outstanding rates and charges and/or water usage and accrued interest shall be due and payable immediately.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 154

Recovery action shall be taken immediately for recovery of the amount due and payable.

- e) If a sundry debtor fails to meet the terms of an agreement, the agreement shall be terminated and the full amount of the outstanding sundry debt shall be due and payable immediately. Recovery action shall be taken immediately for recovery of the amount due and payable.

3. Writing off Accrued Interest

- a) Applications for writing off accrued interest under the hardship provisions of the Local Government Act 1993 shall be determined on the merits of each individual case, on the basis of whether or not the hardship criteria have been satisfied by the applicant and a proper opinion can be formed.
- b) All applications for writing off accrued interest must be made in writing.

4. Writing Off by Resolution

Rates and/or Charges (including accrued interest) or other debts can only be written off by resolution of Council.

5. Miscellaneous Debtors

- a) The debt must be greater than \$300.00 to be considered for legal recovery process.
- b) If the debt is not satisfactorily resolved within twelve (12) months, the debt is to be recommended for adjustments or write-off.

POLICY DOCUMENT CONTROL

Policy		Resolution	Date
Rating Policy – Payment of Rates	Version 1	123	22 October 2009
	Amended – Version 2	216	16 December 2010
	Version 3		25 August 2011

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 155

2.7 Significant Accounting Policies

As part of publishing the Financial Statements each year, the Council sets out the significant accounting policies used by Council in Note 1. Most of these are in accordance with Australian Accounting Standards Board (AASB) guidance and specifically in compliance with the Local Government Code of Accounting Practice and Financial Reporting.

The Local Government Asset Accounting Manual (update No 4 July 1999) also provides guidance. Specifically relevant to the Significant Accounting Policies is the determination of capitalisation thresholds.

The Manual provides that each Council should set a monetary threshold for the recording of physical assets. The further guidance in this matter relates to issues of materiality.

It is now over ten (10) years since the setting of thresholds has been formally considered. As such, it is considered appropriate to review and re-establish the thresholds.

The capitalisation thresholds current (2009-10) and proposed (2010-11) :

	2009-2010	2010-2011
Land		
Council land	100% Capitalised	100% Capitalised
Open space	100% Capitalised	100% Capitalised
Land under roads	100% Capitalised	100% Capitalised
Plant and Equipment		
Office furniture	>\$1 000	>\$5 000
Office equipment	>\$1 000	>\$5 000
Vehicles and road making equipment	>\$1 000	>\$5 000
Other plant and equipment	>\$1 000	>\$5 000
Buildings and Land Improvements		
Park furniture and equipment	>\$2 000	>\$10 000
Building:		
Construction/extensions	100% Capitalised	100% Capitalised
Renovations	>\$10 000	>\$20 000
Other structures	>\$2 000	>\$5 000
Water and Sewer Assets		
Reticulation extensions	>\$5 000	>\$10 000
Other	>\$5 000	>\$10 000

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 156

Stormwater Assets		
Drains and culverts	>\$5 000	>\$10 000
Other	>\$5 000	>\$10 000
Transport Assets		
Road construction and reconstruction	>\$10 000	>\$20 000
Reseal/resheet and major repairs	>\$10 000	>\$20 000
Bridge construction and reconstruction	>\$10 000	>\$20 000

RECOMMENDATION

That Council resolve to adopt the following changes to the Significant Accounting Policies with effect from 1 July 2010 for application in the preparation of the 2010-2011 Financial Statements:

Capitalisation Thresholds

Items of infrastructure, property, plant and equipment are not capitalised unless their cost of acquisition exceeds the following:

	2010-2011
Land	
Council land	100% Capitalised
Open space	100% Capitalised
Land under roads	100% Capitalised
Plant and Equipment	
Office furniture	>\$5 000
Office equipment	>\$5 000
Vehicles and road making equipment	>\$5 000
Other plant and equipment	>\$5 000
Buildings and Land Improvements	
Park furniture and equipment	>\$10 000
Building:	100% Capitalised
Construction/extensions	>\$20 000
Renovations	
Other structures	>\$5 000
Water and Sewer Assets	
Reticulation extensions	>\$10 000
Other	>\$10 000
Stormwater Assets	
Drains and culverts	>\$10 000
Other	>\$10 000
Transport Assets	
Road construction and reconstruction	>\$20 000
Reseal/resheet and major repairs	>\$20 000
Bridge construction and reconstruction	>\$20 000

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 157

2.8 Carry-Over Capex (Capital Expenditure)

The Council's Capital Works Program for 2010-2011 has a number of projects that as at 30 June 2011, remain to be completed.

A list of CAPEX (Annexure A) for which a revote of the Budget is necessary to complete the works is attached to this report.

The sum total of these Works in Progress (WIP) identifies the balance of the initial Budget vote from 2010-2011 in regard to the Crane Building. Council has also provided for a further \$1 500 000 in the 2011-2012 Budget, making for a total project spend in the current financial year of \$2 937 443.

After allowing for the Crane Building, the balance of the WIP, \$1 603 409 represents an increase over last year of more than \$680 000.

This is a disproportionately high ratio of carry-over CAPEX to the total program of Capital Work.

RECOMMENDATION

1. That Council approve the revote into the 2011-2012 Budget in the sum of \$3 040 852.02 to cover the cost of finishing capital projects in progress as at 30 June 2011;
2. Further, that Council revisit the capital projects planned to be completed over the remainder of this financial year and critically review its capacity to complete the scheduled CAPEX.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011
commencing at 11.00am Page 158

ANNEXURE A

CAPEX CARRY OVER JUNE 2011					
			ACCUMULATED		CARRY
	Job Cost		EXPENSES	BUDGET	AMOUNT
GL Code	No.	DESCRIPTION	30/06/2011	30/06/2011	30/06/2011
1440-4902-0000	1440-1902	Capital Exp-Industrial Land	23,963.52	29,580.00	5,616.48
5133-4902-0000	5133-1902	GOVERNANCE - CRANE BUILDING	62,556.87	1,500,000.00	1,437,443.13
1230-4905-0000	1230-1905	RLCIP - Castlereagh Riparian Walkway Coona	12,869.09	20,000.00	7,130.91
1230-4906-1210	1230-1906	RLCIP - Dunedoo Toddler Pool Shade	5,000.00	25,000.00	20,000.00
1230-4907-1210	1230-1907	RLCIP - Coona Pool Shade	2,760.00	15,000.00	12,240.00
1230-4908-0000	1230-1908	RLCIP - Coona Hall Kitchen project	7,118.41	45,000.00	37,881.59
4221-4901-0000	4221-1901	Binnaway Hall Upgrades	2,702.11	15,000.00	12,297.89
2331-4901-0000		Local Rds-Mt Nombi-R2R	7,526.28	200,000.00	192,473.72
2331-4903-0000		Local Rds-Digilah Rd-R2R	100,405.23	200,000.00	99,594.77
2331-4905-0000		Local Rds-Terridgerie Ck-Culvert	5,187.56	298,657.00	293,469.44
2343-4901-0000		CLH Sts-Binnia St Kerb Blisters	2,418.61	95,000.00	92,581.39
2344-4913-0000		Tech Serv-CBN-Footpaths-FAG	10,161.31	41,545.00	31,383.69
2451-4904-0000		MR129 Yuggel Ck Bridge	568,118.83	800,000.00	231,881.17
2530-4903-0000		Diesel & ULP tank-Coolah Depot	38,022.89	70,080.00	32,057.11
7194-4905-0001	7110-6005	BDN W - Mains - Cap Projects	23,089.72	32,000.00	8,910.28
7197-4911-0001	7110-6011	BDN Water Fluoridation - Cap	39,024.88	73,677.00	34,652.12
7210-4901-0001	7210-6001 7210-6014	Binnaway Water Mains Replacement	41,337.01	133,393.00	92,055.99
7210-4905-0001	7210-6011	BWY Water Fluoridation - Cap	41,132.05	74,469.00	33,336.95
7310-4911-0001	7310-6311	CBN Water Fluoridation - Cap	54,494.27	80,920.00	26,425.73
7310-4915-0001	7310-6012	CBN W-Rising Main-200m Section-Cap	12,059.11	114,000.00	101,940.89

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011
commencing at 11.00am Page 159

	7310-6014				
7310-4916-0001	7310-6011	CBN W-Reservoir Fencing-Cap	2,673.56	10,000.00	7,326.44

CAPEX CARRY OVER JUNE 2011					
			ACCUMULATED		
	Job Cost		EXPENSES	BUDGET	CARRY
GL Code	No.	DESCRIPTION	30/06/2011	30/06/2011	30/06/2011
7410-4901-0001	7410-6002	Coolah Water Mains Ext-Binna-Martin St	18,230.23	32,000.00	13,769.77
7410-4902-0001	7410-6004	CLH Hyd Lifting-70-Cap	990.13	32,849.00	31,858.87
7410-4904-0001	7410-6403	CLH W-Reservoir Lining Cap	2,215.01	15,000.00	12,784.99
7410-4911-0001	7410-6611	CLH Water Fluoridation - Cap	41,806.22	73,452.00	31,645.78
7510-4901-0001	7510-6001	DDO W Mains Repl-Bolaro St	3,591.14	55,000.00	51,408.86
7510-4901-0001	7510-6009	DDO W-Replac Rising Main Pump	14,071.61	70,000.00	55,928.39
7610-4911-0001	7610-6011	MDN Water Fluoridation -Cap	35,044.33	67,800.00	32,755.67
			\$1,178,569.98	\$4,219,422.00	\$3,040,852.02

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 160

2.9 Carryover Requests For Capital Projects

The schedule of CAPEX jobs that were planned for completion in 2010-2011 and for many reasons (including unprecedented flooding in December 2010) did not get started are listed in Annexure A to this Report.

Plant Operation - \$379 120

The plant management is based on the cost recovery of both operational and capital costs over the longer-run. The model objectives are to provide plant, vehicles, and equipment using demand for services assessments to predicate fleet arrangements.

The choice of plant, vehicle and equipment that is purchased from time to time has total costs of operation as a corner stone consideration. All overhead costs associated with the fleet management are included in these considerations.

Satisfying customer demands, and optimising utilisation of plant and equipment are continuing challenges for Fleet Management. Decisions on the mix of plant and equipment and timing associated with replacement require some degree of flexibility to ensure the cost equation remains within the limits imputed by the plant hire rates.

With these matters in mind it is only reasonable to expect that the timing associated with some plant replacement decisions will see outlays being delayed in some instances.

The Fleet Manager is therefore seeking to have the authorisation of purchases originally covered by last financial years Budget that have been deferred until this financial year, revoted in the sum of \$379 120.

Full details of these matters have been provided by the Fleet Manager to the Plant Advisory Committee (25 August, 2011).

Road Operations - \$663 732

Several projects that were planned for 2010-2011 financial year in road operations have to be considered for revote in the 2011-2012 Budget. These projects are listed in Annexure A.

Urban Services - \$80 000

See Annexure A for details.

Water Services - \$24 000

See Annexure A for details.

Summary

These CAPEX projects are now listed for consideration for purposes of revoting in the 2011-2012 Budget.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 161

RECOMMENDATION

That Council amend the 2011-2012 Budget to include the sums for Capital Expenditure listed in Annexure A.

ANNEXURE A

Description	Budget 30.06.2011	Carry Amount 30.06.2011
Road Operations		
Dandry Road	35 000	35 000
Guinema Road – Crest Removal	30 000	30 000
Orana Road Culvert	15 000	15 000
Piambra Road	173 732	173 732
Stannix Park	7 500	7 500
Sullivans Road	25 000	25 000
Wool Road Rehabilitation	80 000	80 000
Baradine K and G – Macquarie Street	50 000	50 000
Baradine K and G – Darling Street	22 000	22 000
Binnaway Drainage – Renshaw Street	20 000	20 000
Coonabarabran Drainage – Cowper Street	90 000	90 000
Coonabarabran K and G – Barker Street	15 000	15 000
Coonabarabran K and G – Belar Street	8 000	8 000
Binnia Street Upgrade	38 000	38 000
Coolah Office Carpark	14 500	14 500
Benewa Street – Bitumen Sealing	40 000	40 000
Urban Services		
Toilet Block – Lions Park Baradine	60 000	60 000
Baradine Parks	20 000	20 000
Fleet Services		
Plant Purchases (separate report)		379 120
Water Services		
Coonabarabran – Mains Replacement – Short Street between Nandi and Masman Streets	24 000	24 000
		1 146 852

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 162

2.10 Corporate Credit Card - Policy

Council at its meeting held 18 February 2010 resolved to approve the acquisition and issue of a Corporate Credit Card, to the General Manager, with a limit of \$10,000. Council should now formalise a policy with regard to conditions of use of a Corporate Card.

The purpose of this draft Policy is to ensure that there is accountability and transparency with regard to expenses incurred on behalf of Council.

As part of this process, a procedures document shall be formulated to clearly define the user's responsibilities and Council's process requirements, which shall be signed by the applicant and counter-signed by the General Manager.

The Local Government and Shires Association has forwarded, as a Best Practice example, a policy on the conditions of use of a Corporate Credit Card by employees of Council, which is attached to this report.

RECOMMENDATION

That Council adopt the attached Corporate Card Policy.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 163

Operational 2.14

Corporate Credit Card Policy

The following Policy Statement is to be provided to any person to whom a Corporate Credit Card is issued by Council for use on Council Business:

Credit Card Policy Statement

Corporate Credit Cards are not an entitlement to any employee and may be revoked at any time by the Council. Failure to comply with the following conditions may initiate a review of the issue of the Card.

Conditions of Use

1. Corporate charge card is provided based on your need to purchase business-related goods and services. The card may be revoked at any time based on a change of your position, or when otherwise deemed appropriate by the Council. The card is not an entitlement.
2. The credit card is to be used only for business-related purchases. Personal charges are not to be made against the charge card.
3. All transactions must be supported by a valid Tax Invoice. A valid Tax Invoice details the supplier's name and address, ABN and has the words 'Tax Invoice' on the invoice and clearly describes each item charged.
4. You are responsible for retaining receipts and/or other documentation that supports transactions made with the charge card, and you are required to reconcile your monthly cardholder statement within the nominated time frame and provide supporting documentation that verifies the transactions recorded against the charge card.
5. You are responsibly for timely notification of disputed transactions appearing on your cardholder statement.
6. You are the only person entitled to use the charge card while it is in your possession. You may not use the charge card, nor permit it to be used, for any reason other than official purposes.
7. You are responsible for adequately securing the charge card from loss and theft. However, if this occurs, you must immediately notify the relevant card's financial institution, the Finance Manager and the General Manager.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 164

8. Improper use of the credit card will be considered as a misappropriation of the organisation's funds and may result in disciplinary action, including revoking the card and termination of employment. Fraudulent use may result in the instigation of legal proceedings.
9. You are required to immediately surrender your credit card to the General Manager upon resignation or termination of employment with the Council.
10. All card holders, prior to the issue of a card are required to read, acknowledge and sign a cardholders acknowledgement of responsibilities form, which is to be countersigned by the General Manager.

POLICY DOCUMENT CONTROL

Policy		Resolution	Date
Corporate Credit Card Policy	Version 1		25 August 2011

A

F

T

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 165

2.11 Tenders For Water Meter Reading

Background

Council's water meters are currently read by plumbers and or casual staff on a tri-annual basis. Meter reading usually takes a month or if there are broken water mains etc can take longer.

When the meter reading units are returned to the office, the meter reads are then imported into the system and reports are run so that the meter reads can be manually checked for unusually high or low consumption.

Sometimes an inadequate time frame is left for data to be sent to the printers of the water bills because all unusually high meter reads and missed reads are referred back to the plumbers in the relevant area and the meters are re-read and these readings returned to the office to be manually corrected.

Further, there have been issues with the water meter reader hand held units since their introduction to Council. They frequently lock up which requires office staff stepping the plumbers through the procedure to reset them over the phone.

Proposal

It is proposed to retain the services of a contractor to read Councils Water Meters on a 90 day cycle to introduce quarterly billing for Water.

The plumbers priority is and should be the Water Meters and Water Mains themselves. Water Meters are like cash registers in the ground and should be handled with the priority they deserve.

Water Billing is one of Councils major revenue raisers and should also be given the priority it deserves. Meter Reading should be undertaken by trained staff who regularly do Meter reading, and are fully trained in all aspects of Meter reading.

Research has revealed that 10 of the surrounding regional councils employ the services of a contractor to undertake water meter reading. Feedback has been highly positive and timeframes for Meter Reading have been significantly reduced with meter reading timeframes of 3 weeks internally to a meter reading timeframe of 1 week with the contractor. Rates for contracting range from \$0.90 to \$1.30 per meter depending on the location and position of the meter and other variables which impact on the ease that the meter can be read. Trunk mains can cost \$10/meter.

We have approximately 3500 Meters in our Shire, therefore hiring a contractor would cost Council approximately \$4550 dollars.

Ultimately retaining the services of a contractor would both minimise the cost to council for Meter Reading as well as minimising errors and misreads.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 166

Specifications

The contract specifications would include but not limited to:

- a. The meters be read at 90 day intervals and meter reading runs be developed to meet a standard of plus or minus 2 days.
- b. All meters are to be read within 10 business days and readings supplied in file formats suited to Council data.
- c. All equipment required for reading the meters is to be owned and supplied in use by the contractor.
- d. Penalties for misreads and omissions will be incorporated into the contract terms and conditions.

RECOMMENDATION

That Council call for Tenders for the reading of Councils Water Meters on a 90 day cycle.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 167

2.12 Water Notice Format

Background

The Style and Content of the Water Notices currently being issued by Warrumbungle Shire Council is confusing and does not include simple data such as 'water consumption for this billing period'.

At water billing time, 90 percent of the phone calls received by Council are simply Rate Payers not being able to understand their Water Notice.

Proposal

To introduce a Water Notice that is easy to understand, which contains data relevant to the Billing cycle, is informative for our Rate Payers, and complies with at least the basic standard outlined in "The National Guidelines for Residential Customers' Water Accounts".

The "National Guidelines for Residential Customers' Water Accounts", outline 4 different options for providing comparative information on Water Notices.

Basic – Level 1

- Customers own water use compared to previous billing period.
- Customers own water use compared to same time last year.

Intermediate – Level 2

- Customers own water use compared to metropolitan/urban average.
- Customers own water use compared to local area average.

Advanced – Level 3

- Customers own water use compared to household (indoor) of same size.
- Customers own water use compared to water efficient household (indoor) of same size.

Level 4

- Customers own water use compared to household and garden of same size.
- Customers own water use compared to water efficient use by same household and garden of same size.

An example of a Basic – Level 1 option, would be the Yarra Valley Water Account (see Annexure A) with the information from the reverse of the Brisbane Water Account (see Annexure B) included to help Rate Payers understand their water consumption.

RECOMMENDATION

That Council implement a Water Notice layout which includes the same information as contained on the Yarra Valley water Account, with relevant information taken from the back of the Brisbane Water Account, to be included on the back of the Water Notice.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 168

YARRA VALLEY WATER ACCOUNT

Annexure A



Yarra Valley Water | a fresh approach

AL_ANNUALPAY.GAT/DU/E000001/P/000001/1/1/1/1/2/1/1/1



MR & MRS AB SAMPLE
64 SAMPLE AVENUE
SAMPLE SUBURB VIC 3150

Quarterly Account

Enquiries **13 1721**
Faults (24 hrs) **13 2762**

Customer Number **a401 032**

Invoice Number **825 1086 2982**

Total Due **\$229.80**

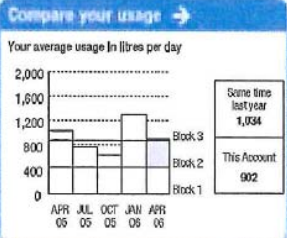
Due Date **26 April 2006**

Tax Invoice Issued 06 Apr 2006

Account Summary		
64 SAMPLE AVENUE, SAMPLE SUBURB		
Property Number 1710 3938, LOT 44 PLAN 54157		
Product/Service	Description	Amount
Water Usage	04 Jan 06 to 05 Apr 06	
	Block 1 @ \$0.7822 per kilolitre	\$31.32
	Block 2 @ \$0.9177 per kilolitre	\$36.74
	Block 3 @ \$1.3558 per kilolitre	<u>\$2.60</u>
		\$70.66
Sewage Disposal	04 Jan 06 to 05 Apr 06	\$43.69
Service Charges	01 Apr 06 to 30 Jun 06	\$40.89
Drainage Charge	On behalf of Melbourne Water	\$13.03
Annual Parks Charge	On behalf of Parks Victoria ↙ 13 1963	\$52.53
TOTAL (GST does not apply)		\$229.80

See reverse for details

Payment Summary	
Last Account	\$219.45
Paid/Adjusted	-\$219.45
Balance	\$0.00
Total this Account	-\$229.80
Amount Due	\$229.80



Yarra Valley Water

64 SAMPLE AVENUE, SAMPLE SUBURB



Payment Slip

Customer Number **a401 032**

Invoice Number **825 1086 2982**

Total Due **\$229.80**

Due Date **26 April 2006**

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 169

BRISBANE WATER ACCOUNT

appendix three Annexure B



Currently, we are in the worst drought in more than 100 years. We're all faced with the challenge of utilising water more effectively.

Brisbane Water is one of Australia's largest water utilities and an industry leader in water supply management. We're working hard to ensure the reliability of our network, the quality of water supply and ensuring a sustainable approach to water cycle management.


Conserving water is our business – so let's work together to watch every drop.

Be a water mate

During the current water restrictions, some members of your local community who are elderly or have a disability may need help with watering their gardens and plants.

Why not ask them if you can lend a hand or see if your local volunteer groups are offering assistance.

Testing for water leaks at home



Checking around your home for leaks means you can make sure that you don't pay for water that you're not using and it helps us watch every drop. There are four steps you can do to check if you have leaking water pipes in your home.

- Step 1** Turn off all taps and appliances in your home.
- Step 2** Wait for five minutes, then locate your water meter and take a reading. To take a meter reading, write down the black and red digits. The black digits are kilolitres used and red digits are parts of kilolitres of water passing through the meter. Take notice of the dial to make sure it's not spinning.
- Step 3** Don't use any water in your home for at least 30 minutes and then take another water meter reading.
- Step 4** If the meter reading has changed there may be a leak on your property. This leak could be from an underground water pipe. To fix this leak, contact a plumber as soon as possible to locate and repair the leak.









Handy hint: Some leaks, such as a leaking toilet or tap might not be detected by your water meter. To check for a leaking toilet, place food colouring in the cistern. If there is a leak, coloured water will appear in your toilet pan. To check for a leaky tap place a cup under the tap and wait for 30 minutes to see if any water is captured in the cup.

Interpreting your Water Advice

We've improved the Water Advice to include an average target consumption table to help you compare your actual consumption to the average target consumption per person.

This table gives you a target for water consumption in litres per person, per day. There are different targets for houses and units or townhouses. For example, if you have two people living at your house your target consumption per day is 430 litres.

The new chart will also compare your consumption to the suburb and Brisbane average. The average target is based on the Brisbane average and Council's drought management targets.

people per household	house 	unit/townhouse 
1 	260L	220L
2 	430L	390L
3 	530L	490L
4 	640L	600L
5 	750L	710L
6 	850L	810L

Let's watch every drop

Thank you for your efforts to date.
For more information, visit www.brisbane.qld.gov.au/drought
or contact the drought hotline on 1300 789 906.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 170

2.13 Fourth Quarter Budget Review (30 June, 2011)

The financial position as at 30 June, 2011 (4th Quarter) is best demonstrated by the attached (Annexure A) Income Statement and Balance Sheet. While further end-of-year (EOY) accruals have yet to be applied they will not materially change the reported position.

Grants

Council enjoys a wide range of grant funded projects and a summary showing total income from grants is attached as Annexure B.

Cash

The cash and near cash items as at 30 June 2011 totalled \$15 465 751.25. These are detailed in a separate report to this meeting of the Council (25 August).

Budget

The Council has prepared its Budget for 2010-2011 financial year using a net approach to operating and capital income and expenditure.

The Net Budget Position as at 30 June 2011 is provided in the Summary Statement of Expenditure and Revenue (Annexure C). Since this Statement was prepared there have been several journal entries processed as part of the End-of-Year activity.

The net outcome is given as \$ 400 500 surplus. This is improved from earlier Budget Reviews because of one time advanced receipt of the FAG in the sum of \$1 439 546 on 24 June.

Overall Financial Position

The Council needs to include a consideration of depreciation expense and the cost impacts of flood damage to its underlying asset base as part of assessing its overall financial position. When these costs are taken into account, the financial position does not present as sustainable.

The CAPEX (capital projects expenditure) in 2011-2012 totalled approximately \$7.3 million. Work-in-Progress (WIP) as at 30 June will require a further \$1.6 million to complete. This is the subject of a separate report to this Meeting (25 August).

In summary, the rate of wear and tear is approximately \$9.5 million (depreciation expense) while the rate of re-investment (CAPEX) falls about 25% below, which means overall community equity is in decline.

Summary

While Council has a strong "Cash" position, it should take particular notice of its financial dependence on grants. Further notice should also be taken of the significance to Council's Balance Sheet of Warrumbungle Water. The importance to Council of developing a longer-run financial plan would appear critical at this time.

WARRUMBUNGLA SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 171

RECOMMENDATION

That Council receive and note the Fourth Quarter Budget Review.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 172

ANNEXURE A

Warrumbungle Shire Council Income statement

For the year ended 30 June 2011

	Notes	Actual 2011
Income from continuing operations		
<u>Revenue:</u>		
Rates and annual charges	3	10,648,973.01
User charges and fees	3	869,924.72
Interest and investment revenue	3	1,057,608.00
Other revenues	3	681,732.07
Grants and contributions provided for operating purposes	3e,f	15,100,138.05
Grants and contributions provided for capital purposes	3e,f	4,949,879.87
<u>Other Income:</u>		
Net gain from the disposal of assets	5	41,647.98
Share of interests in joint ventures and associates using the equity method	19	0.00
Total income from continuing operations		33,349,903.70
Expenses from continuing operations		
Employee benefits and on-costs	4	12,121,358.01
Borrowing costs	4	126,019.82
Materials and contracts	4	9,875,059.44
Depreciation and amortisation	4d	9,500,000.00
Impairment	4d	2,000,000.00
Other expenses	4e	4,640,055.76
Interest and investment losses	3	0.00
Net loss from the disposal of assets	5	0.00
Share of interests in joint ventures and associates using the equity method	19	0.00
Total expenses from continuing operations		38,262,493.03
Operating result from continuing operations		(4,912,589.33)
Operating result from discontinued operations	25	0.00
Net operating result for the year		(4,912,589.33)
Attributable to:		
- Council		0.00
- Minority interests		0.00
		<u>0.00</u>
Net operating result for the year before grants and contributions provided for capital purposes		(9,862,469.20)

Note:(1) Original budget as approved by Council - refer Note 16.

The above Income statement should be read in conjunction with the accompanying notes.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 173

Warrumbungle Shire Council

Balance sheet

As at 30 June 2011

	<u>Notes</u>	<u>Actual 2011</u>
ASSETS		
Current assets		
Cash and cash equivalents	6a	720,590.02
Investments	6b	13,815,424.00
Receivables	7	4,345,292.98
Inventories	8	889,137.94
Other	8	5,820.00
Non-current assets classified as held for sale	22	0.00
Total current assets		19,776,264.94
Non-current assets		
Investments	6b	0.00
Receivables	7	11,077.00
Inventories	8	0.00
Infrastructure, property, plant and equipment	9a	341,803,716.44
Investments accounted for using the equity method	19	0.00
Investment property	14	0.00
Intangible assets	25	0.00
Other	8	0.00
Total non-current assets		341,814,793.44
Total assets		361,591,058.38
LIABILITIES		
Current liabilities		
Payables	10a	928,158.07
Borrowings	10a	184,671.77
Provisions	10a	3,344,929.59
Total current liabilities		4,457,759.43
Non-current liabilities		
Payables	10a	0.00
Borrowings	10a	1,748,648.07
Provisions	10a	874,957.15
Total non-current liabilities		2,623,605.22
Total liabilities		0.00
Net Assets		354,509,693.73
EQUITY		
Retained earnings	20	336,870,693.73
Revaluation reserves	20	17,639,000.00
Council equity interest		354,509,693.73
Minority equity interest		0.00
Total equity		354,509,693.73

The above Balance sheet should be read in conjunction with the accompanying notes.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011
commencing at 11.00am Page 174

ANNEXURE B

Grants & Contributions Spreadsheet-Warrumbungle Shire Council 2010-2011

	Opening Balances 1-Jul-10				Receipts for Yr GST Excl. Amt (e)	Funds Available (g)	Expenditure during year (h) (from G/L)	Debtors raised in Advance of Exp (h1)	Income for Year (G)	Closing Balances 30-Jun-11	
	Unspent Grants/Cont (a)	Unspent Creditors (b)	Grant Debtors (c)	Other Debtors(*) (d)						Unspent Grants/Cont. (j)	Grant Debtors (k)
RTA - Contributions	= (a+e-d)										
- Road FAGS	515,770				2,118,990.00	2,634,760.00	2,634,760.00		2,118,990		
- Regional Roads Flood Damage-Dec09	73,433				105,680.00	179,113.00	144,033.00		105,680		35,080
- Regional Roads Flood Damage-Dec10					2,021,340.00	2,021,340.00	57,959.00		2,021,340		1,963,381
- RMCC Work					1,130,933.00	1,130,933.00	1,130,933.00		1,130,933		-
- Local Roads Flood Damage/Dec 09					963,210.00	963,210.00	744,916.00		963,210		218,294
- Local Roads Flood Damage/Dec 10					1,000,000.00	1,000,000.00	1,258,708.00		1,000,000		(258,708)
- R2R 2010-2011					1,095,000.00	1,095,000.00	415,243.00		1,095,000		679,757
- Traffic Facilities					101,000.00	101,000.00	59,291.00		101,000		41,709
- Regional Roads Block Grant					2,037,000.00	2,037,000.00	2,037,000.00		2,037,000		-
- Regional Roads 3 X 4-Bridges	92,000				169,000.00	261,000.00	166,334.06		169,000		94,666
- RTA Kerb Biters Grant-traffic facilities	16,624					16,624.00	-		-		16,624
- RTA Cyclway Coolah					43,000.00		87,421.38		43,000		-
- Road Safety Officers Grant			613		39,564.50	39,564.50	89,355.43		39,565		-
- Regional Roads Fed Black Spot sub total	333,744				150,000.00	483,744.00	60,781.56		150,000		422,962
sub total	1,031,571	-	813	-	10,974,717.50	12,006,288.50	8,886,735.43	0.00	10,974,718	3,472,473	(258,708)
								↑ Agrees to Note 3 for RTA user charges			
Govt Dept's - Operational	= (a+e-c)										
- Community Development Officer					84,458.58	84,458.58	66,416.00		84,459		18,043
- General FAGS	856,787				3,552,213.00	4,409,000.00	4,409,000.00		3,552,213		-
- Pensioners Rate Subsidy					193,869.18	193,869.18	193,869.19		193,869		(0)
- Long Day Care-Inclusion Grant					1,595.00	1,595.00	7,269.00		1,595		(5,674)
- Long Day Care/ Preschool	11,334				921,521.43	932,855.43	955,113.00		921,521		-
- OOSH/Vacation Care					-	-	-		-		-
- IESIP Indigenous support	19,444				53,620.00	73,064.00	48,209.00		53,620		24,855
- SGAN					11,750.00	11,750.00	17,075.00		11,750		(5,325)
- Outreach Program					79,000.00	79,000.00	84,893.71		79,000		(5,894)
- Domestic Waste-Internal restriction	48,000				-	48,000.00	-		-		48,000
- Libraries					55,920.00	55,920.00	503,392.00		55,920		-
- Burra Bee Dee					15,945.48	15,945.48	-		15,945		15,945
- Civil Construction	12,072				1,818.18	13,890.18	5,711.00		1,818		8,179
- Apprentices Subsidy	57,227				4,400.00	61,627.00	1,479.06		4,400		60,148
- HACC	84,593				28,912.36	113,505.36	-		28,912		113,505
- Family day care	28,617				546,855.09	575,472.09	638,035.44		546,855		(82,563)
- Connect 5	42,811				178,645.38	221,456.38	166,812.14		178,645		54,644
- MSO DADHC	241,037				423,675.54	664,712.54	592,442.62		423,676		72,270
- Youth Council	2,490				11,230.00	13,720.00	12,793.00		11,230		927
								↑ Agrees to Note 3 for RTA Contr/ButGons		↑ Agrees to Note 6 (incl. in Revenues)	

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011
commencing at 11.00am Page 175

- Worlds Largest Solar System	14,184			-	-	-	-	-	-	-
- International Womens Year				1,000.00	1,000.00	2,293.00		1,000		(1,293)
- Seniors Week				600.00	600.00	2,395.00		600		(1,795)
- Mendooran Trust				15,945.48	15,945.48	-		15,945		15,946
- Trainee Subsidy				30,500.00	30,500.00	-		30,500		30,500
- Heritage Advisor Grant				1,937.10	1,937.10	-		1,937		1,937
- Rural Fire Service				1,367,051.00	1,367,051.00	1,464,887.00		1,367,051		(97,836)
- Centrelink				27,482.64	27,482.64	28,214.13		27,483		
Emergency Services Co-Ordinator	5,367			-	5,367.00	5,293.22		-		74
sub total	1,423,963	-	-	7,609,945.44	9,019,724.44	9,205,592.51	-	7,609,945	1,048,433	(16,893)

				= (a+e-c)				Agrees to Note 3 Grants	Agrees to Note 6
Govt Dept's - Capital									
- Fed Financial Stimulus Package DDO	222,494			-	222,494.00	292,884.06		-	
- Fed Financial Stimulus Package				227,000.00	227,000.00	27,748.00		227,000	
- Cancer Council Signs				2,000.00	2,000.00	2,293.00		2,000	
- CMA RIVER				7,000.00	7,000.00	10,523.97		7,000	
- Worlds Largest Solar System	14,184			-	14,184.00			-	
- Kerb & Gutter Contributions				5,962.50	5,962.50			5,963	
- Rural Fire Service				545,809.00	545,809.00	602,130.00		545,809	
- Coona Tip Flood Damage				22,734.75	22,734.75			22,735	
sub total	236,678	-	-	810,506.25	904,987.00	935,579.03	-	810,506	111,198

NB. Opening & Closing Grant Debtors are exclusive of GST. GST if applicable to Grant Drs will be the reconciling item to the Debtors Ledger.

				= (a+e-d)				
Water								
Coona Water				-	-	-	-	
Baradine Water				-	-	-	-	
Binnaway Water				-	-	-	-	
Coolah Water				-	-	-	-	
Mendooran Water - Capital				16,972.00	16,972.00	180,141.02	16,972	
Floridation - Capital				198,631.89	198,631.89	193,800.63	198,632	
sub total	-	-	-	215,603.89	215,603.89	373,941.65	215,604	4,831

				= (a+e-d)				
Sewer								
Baradine Sewer				-	-	-	-	
Coona Sewer				-	-	-	-	
Coolah Sewer				-	-	-	-	
sub total	-	-	-	-	-	-	-	
Sundry Debtor Income				438,770.00	438,770.00	-	438,770	
Total	-	-	-	20,049,543.08	20,049,543.08	20,049,543.08	20,049,543.08	2,673,725.55

NOTE 3 (e) & 2(a)

Total Capital Operating

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011
commencing at 11.00am Page 176

Grants by Function/Activity

General Purpose

Financial Assistance	5,671,203.00		5,671,203.00
Pensioners- General component	98,018.37		98,018.37
	5,769,221.37		

Specific Purpose

Pensioner			
Water	41,850.66		41,850.66
Sewer			
DWN	54,000.16		54,000.16
Bushfire& Emergency services	1,912,860.00	594,809.00	1,318,051.00
Community Sevices & Education	2,437,853.52	335,983.00	2,101,870.52
Employee & Training Programs	6,218.18		6,218.18
Heritage			
Water	541,941.89	541,941.89	
Recreational & Cultural	77,750.00	7,000.00	70,750.00
Tourism			
Transport (Roads To Recovery)	1,095,000.00	830,000.00	265,000.00
Transport (Other Roads & Bridges)	7,885,847.30	2,359,071.00	5,526,776.30
Other	227,000.00	227,000.00	
	14,280,321.71		
	20,049,543.08	4,895,804.89	15,153,738.19

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 177

ANNEXURE C

PRINCIPAL ACTIVITY	Budget 2010-2011	Revolve Requests	Supplementary Votes	Adjusted Budget 2010-2011	Actuals June 2011
EXECUTIVE					
Governance Income	-	(5,918)	(220,262)	(236,240)	(227,416)
Governance Expenditure	288,217	11,718	342,259	642,234	357,272
Governance	288,217	5,800	112,097	406,024	129,856
General Manager - Income	(3,266,862)	-	(199,438)	(3,466,298)	(3,662,213)
General Manager - Expenditure	352,535	5,000	-	357,535	508,128
General Manager	(2,914,327)	5,000	(199,438)	(3,108,763)	(3,044,085)
Human Resources - Income	(48,081)	(7,834)	-	(47,915)	(86,229)
Human Resources - Expenditure	547,695	12,834	-	560,339	1,509,607
Human Resources	500,414	5,000	-	512,424	1,013,679
Tourism & Economic Development - Income	(37,091)	(20,083)	(13,262)	(70,433)	(80,221)
Tourism & Economic Development-Expenditure	406,321	45,538	13,262	465,111	434,777
Tourism & Economic Development	371,230	17,858	-	389,088	354,556
Executive Total Outcome	(1,741,497)	33,448	(87,438)	(1,795,227)	(1,545,866)
TECHNICAL SERVICES					
Technical Services Management - Income	-	-	-	-	-
Technical Services Management - Expenditure	125,000	-	8,894	134,894	132,705
Technical Services Management	125,000	-	8,894	134,894	132,705
Design Projects - Income	(8,592)	-	-	(8,592)	(7,540)
Design Projects - Expenditure	295,600	-	(1,500)	294,100	239,639
Design Projects	287,008	-	(1,500)	285,508	232,099
Works Services - Income	(8,525,398)	(177,071)	(13,667)	(8,617,044)	(7,429,179)
Works Services - Expenditure	8,764,925	765,221	915,060	10,425,227	9,028,972
Road Operations	2,238,619	669,169	797,413	3,665,183	1,697,793
Contract Services - Income	(2,030,891)	-	(29,000)	(2,059,891)	(3,201,286)
Contract Services - Expenditure	1,970,300	-	-	1,970,300	2,833,475
Contract Services	(65,591)	-	(29,000)	(94,591)	(367,811)
Plant Services - Income	(4,144,321)	-	-	(4,144,321)	(4,114,423)
Plant Services - Expenditure	4,065,234	458,048	63,060	4,586,342	4,342,544
Plant Services	(89,087)	458,048	63,060	462,021	34,122
Horticulture & Landcare - Income	(15,841)	(1,393)	(7,000)	(24,234)	(21,994)
Horticulture & Landcare - Expenditure	1,183,138	23,020	68,605	1,274,763	1,241,928
Horticulture & Landcare	1,167,297	21,627	61,605	1,249,728	1,219,934
Warrumbungle Waste - Income	(1,606,184)	-	2,550	(1,603,634)	(1,519,917)
Warrumbungle Waste - Expenditure	1,705,020	(1,508)	15,000	1,718,512	1,852,602
Warrumbungle Waste	98,836	(1,508)	17,550	114,888	332,684
Village Water - Income	(34,733)	(16,949)	-	(50,682)	(29,907)
Village Water - Expenditure	34,733	27,700	-	62,433	25,330
Village Water	-	10,751	-	11,751	(4,577)
Technical Services Total Outcome	3,795,312	1,096,788	917,642	5,779,742	3,385,942
ENVIRONMENTAL SERVICES					
Enviro Services Management - Income	(167,066)	-	-	(167,066)	(151,251)
Enviro Services Management - Expenditure	305,716	33,502	-	339,218	425,090
Enviro Services Management	148,710	33,502	-	182,218	274,419
Health & Building - Income	(237,672)	-	-	(237,672)	(234,189)
Health & Building - Expenditure	1,069,841	33,240	5,000	1,122,281	974,276
Health & Building	832,169	33,240	5,000	890,289	740,087
Ordinance Services - Income	(30,366)	-	-	(30,366)	(17,152)
Ordinance Services - Expenditure	184,555	-	-	184,555	175,959
Ordinance Services	154,189	-	-	154,189	158,797
Environmental Services Total Outcome	1,194,940	66,742	5,000	1,236,682	1,173,294
COMMUNITY SERVICES					
Community Services Management Income	(384,847)	(4,571)	39,491	(350,027)	(364,012)
Community Services Management Expenditure	1,601,885	43,696	58,071	1,902,434	1,880,703
Community Services Management	1,416,918	39,127	97,562	1,652,407	1,538,691
Social Services - Income	(812,813)	(93,750)	(7,400)	(914,013)	(815,959)
Social Services - Expenditure	638,286	93,750	2,402	824,516	773,553
Social Services	(174,527)	-	(4,998)	(90,497)	(42,406)
Family Day Care - Income	(770,064)	-	-	(770,064)	(607,998)
Family Day Care - Expenditure	795,712	-	(13,649)	772,064	794,419
Family Support Services	16,648	-	(13,649)	3,000	(13,589)
Yalawini Kids - Income	(776,006)	-	-	(776,006)	(1,085,238)
Yalawini Kids - Expenditure	600,555	-	(13,649)	586,907	1,076,038
Yalawini Kids	(175,451)	-	(13,649)	(189,099)	(109,199)
Community Services Total Outcome	3,477,888	38,127	44,003	3,699,968	1,665,993
CORPORATE SERVICES					
Corporate Services Management - Income	(864,843)	-	(2,173)	(867,016)	(158,894)
Corporate Services Management - Expenditure	1,174,296	6,940	(68,601)	1,099,607	1,012,389

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 178

Corporate Services Management	389,455	5,840	(70,874)	191,051	265,466
Financial Services - Income	(7,039,470)	-	3,185	(7,036,285)	(7,034,777)
Financial Services - Expenditure	1,179,928	-	-	1,179,928	1,048,530
Financial Services	(5,869,542)	-	3,185	(5,866,357)	(6,006,247)
Administration - Income	183,933	-	-	(63,933)	(62,565)
Administration - Expenditure	428,215	-	-	429,215	518,252
Administration	345,282	-	-	345,282	455,687
Supply Services - Income	(113,850)	-	-	(113,850)	(137,125)
Supply Services - Expenditure	287,132	-	-	287,132	297,734
Supply Services	173,282	-	-	173,282	160,609
Bushfire & Emergency Services - Income	(1,912,960)	-	-	(1,912,960)	(349,731)
Bushfire & Emergency Services - Expenditure	2,067,017	-	-	2,067,017	495,106
Bushfire & Emergency Services	154,157	-	-	154,157	145,466
IT Support - Income	(506,919)	-	-	(506,919)	(504,060)
IT Support - Expenditure	510,058	-	-	510,058	919,082
IT Support	4,139	-	-	4,139	415,022
Corporate Services Total Outcome	(4,862,230)	5,840	(67,489)	(4,877,448)	(4,679,575)
GENERAL FUND	(179,697)	1,204,135	932,918	1,606,817	(241,167)

WATER SUPPLY FUNDS					
Baseline Water Supply	(25,972)	55,825	71,830	101,883	7,531
Binnaway Water Supply	28,159	50,033	71,830	156,022	(11,180)
Cocorabran Water Supply	75,349	154,717	82,311	312,377	54,935
Coolah Water Supply	(98,308)	79,875	63,580	45,227	(12,594)
Dunedoo Water Supply	22,832	21,622	(4,760)	40,064	(4,394)
Mackinnon Water Supply	29,291	-	63,250	62,541	94,236
	31,651	308,472	348,951	748,114	528,733

SEWERAGE SUPPLY FUNDS					
Baseline Sewerage	(33,046)	-	-	(33,046)	(72,501)
Cocorabran Sewerage	(116,882)	127,048	1,681	11,747	(47,603)
Coolah Sewerage	(38,997)	50,000	-	11,899	(29,625)
Dunedoo Sewerage	(20,859)	47,434	-	26,484	(35,276)
	(208,985)	324,462	1,681	17,171	(189,005)

TOTAL BUDGET OUTCOME	(283,031)	1,797,069	1,181,730	2,672,218	(489,600)
-----------------------------	------------------	------------------	------------------	------------------	------------------

Budget Review June 2010					
GOVERNANCE					
CAPITAL INCOME					
Governance	-	-	(227,000)	(227,000)	(227,416)
OPERATIONAL INCOME					
Total Income	-	(5,918)	(238,292)	(238,210)	(237,416)
OPERATING EXPENDITURE					
Governance	288,217	11,718	342,299	642,234	367,272
Total Expenditure	288,217	11,718	342,299	642,234	367,272
NET OVERALL RESULT	288,217	5,800	112,007	403,024	129,858

GENERAL MANAGER					
OPERATING INCOME					
Management & Leadership	(3,260,883)	-	(166,435)	(3,499,298)	(3,662,213)
Total Income	(3,260,883)	-	(166,435)	(3,499,298)	(3,662,213)
OPERATING EXPENDITURE					
Management & Leadership	302,536	-	-	302,536	466,148
Organisation Structure	50,000	5,000	-	55,000	12,989
Total Expenditure	352,536	5,000	-	357,536	606,128
NET OVERALL RESULT	(2,908,328)	5,000	(166,435)	(2,912,763)	(3,046,088)

HUMAN RESOURCES MANAGEMENT					
OPERATING INCOME					
Human Resources Management	(5,081)	-	-	(5,081)	(6,861)
Safety	(15,000)	-	-	(15,000)	(51,869)
Training	(20,000)	(7,834)	-	(27,834)	(30,218)
Total Operating Income	(40,081)	(7,834)	-	(47,915)	(96,229)
Total Capital Income	-	-	-	-	-
Total Income	(40,081)	(7,834)	-	(47,915)	(96,229)
OPERATING EXPENDITURE					
Human Resources Management	333,425	-	0	333,425	697,822
Human Resource Services - Exp	195,634	-	-	195,634	235,250
Staff Support	20,000	-	-	20,000	263,562

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 179

Safety	88,080	-	-	88,080	80,878
Training	88,000	7,834	-	183,834	67,166
Total Operating Expenditure	547,505	7,834	-	555,339	1,109,850
CAPITAL EXPENDITURE					
Human Resources	-	5,000	-	5,000	858
Safety Programmes- Capital	-	5,000	-	5,000	858
Total Capital Expenditure	-	5,000	-	5,000	858
Total Expenditure	547,505	12,834	-	560,339	1,109,857
NETT OVERALL RESULT	597,434	5,059	-	612,434	1,013,676

TOURISM and ECONOMIC DEVELOPMENT SERVICES

OPERATING INCOME					
Development Services Management	(10,591)	-	-	(10,591)	(9,880)
Tourism & Information Services	(26,500)	-	-	(26,500)	(28,888)
Total Operating Income	(37,091)	-	-	(37,091)	(38,848)
CAPITAL INCOME					
Total Capital Income	-	(28,080)	(13,292)	(41,372)	(41,372)
Total Income	(37,091)	(28,080)	(13,292)	(78,463)	(80,221)
OPERATING EXPENDITURE					
Development Services Management	71,327	-	-	71,327	100,771
Economic Development Services	35,878	17,858	-	43,836	16,836
Tourism & Information Services	310,516	-	-	310,516	313,628
Total Operating Expenditure	407,821	17,858	-	425,679	431,234
CAPITAL EXPENDITURE					
Economic Promotion	-	28,080	13,292	41,372	3,543
Tourism & Information Services	500	-	-	500	-
Total Capital Expenditure	500	28,080	13,292	41,872	3,543
Total Expenditure	408,321	45,938	13,292	467,611	434,777
NETT OVERALL RESULT	371,239	17,858	-	389,088	354,557
EXECUTIVE SERVICES TOTAL	(1,741,457)	33,658	(87,428)	(1,795,227)	(1,545,984)

TECHNICAL SERVICES MANAGEMENT

OPERATING INCOME					
Total Capital Income					
Total Income					
OPERATING EXPENDITURE					
Technical Services Management	126,888	-	-	126,888	125,223
Total Operating Expenditure	126,888	-	-	126,888	125,223
Total Capital Expenditure			8,694	8,694	7,882
Total Expenditure	126,888	-	8,694	134,694	133,705
NETT OVERALL RESULT	126,888	-	8,694	134,694	132,705

DESIGN PROJECTS

OPERATING INCOME					
Design Projects Management	(8,582)	-	-	(8,582)	(7,540)
Total Operating Income	(8,582)	-	-	(8,582)	(7,540)
Total Income	(8,582)	-	-	(8,582)	(7,540)
OPERATING EXPENDITURE					
Design Projects Management	67,560	-	-	67,560	55,581
Traffic Management	10,380	-	-	10,380	237
Survey, Invest. & Design	152,480	-	-	152,480	147,446
Asset Management Tech. Services	37,660	-	-	37,660	34,824
Total Operating Expenditure	267,660	-	-	267,660	238,088
CAPITAL EXPENDITURE					
Tech Support Service Management	28,000	-	(1,500)	28,500	6,485
Laptop Computer - Traffic Counters	3,000	-	-	3,000	540
Electronic Scanning Of Drawings	8,000	-	(5,000)	-	-
Aulodesk Upgrade & MSR	-	-	-	-	-
GIS Software /Upgrades	15,000	-	-	15,000	7,945
NAMS Plus	-	-	6,500	6,500	-
GPS	2,000	-	-	2,000	-
Total Capital Expenditure	28,000	-	(1,500)	28,500	6,485
Total Expenditure	295,660	-	(1,500)	294,160	258,633
NETT OVERALL RESULT	297,066	-	(1,500)	285,596	231,883

ROAD OPERATIONS

OPERATING INCOME					
Works Service Management	(3,874)	-	-	(3,874)	(3,778)
Regional Roads	(1,374,000)	(40,000)	(15,888)	(1,429,892)	(3,164,188)

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 180

Local Roads M & R	(2,438,332)	133,593	(87,987)	(2,482,819)	(3,424,348)
Town Streets					
Private Works	(191,600)	-	-	(191,600)	(63,302)
Total Operating Income	(6,887,806)	83,593	(113,667)	(6,827,973)	(8,666,523)
CAPITAL INCOME					
Local Roads M & R	(955,000)	-	-	(955,000)	-
Regional & State Roads	(966,000)	(276,671)	-	(1,239,671)	(734,871)
Town Streets	(584,500)	-	-	(584,500)	(26,886)
Total Capital Income	(2,514,500)	(276,671)	-	(2,788,071)	(773,856)
Total Income	(6,526,306)	(177,071)	(113,667)	(6,817,044)	(7,429,128)
OPERATING EXPENDITURE					
Works Services Management	211,500	-	-	211,500	239,483
Local Roads M & R	4,667,474	(73,995)	856,900	4,788,468	4,410,518
Regional & State Roads	20,000	-	-	20,000	2,788
Regional Roads - Exp - Block	1,264,000	113,433	16,880	1,483,113	1,666,991
Town Streets Construction					
Baradine Streets	66,721	-	-	66,721	62,673
Binnaway Streets	66,386	-	-	66,386	62,480
Coonabarabran Streets	174,243	-	-	174,243	203,466
Coolah Streets	66,959	-	-	66,959	60,666
Dunedoo Streets	70,991	-	-	70,991	67,604
Mandocan Streets	46,422	-	-	46,422	39,910
Horrygon Streets	3,859	-	-	3,859	3,642
Cobbons Streets	3,000	-	-	3,000	280
Leadville Streets	5,889	-	-	5,889	5,364
Other Village Streets	10,488	-	-	10,488	5,819
Private Works	120,888	-	-	120,888	65,570
Total Operating Expenditure	6,230,925	39,527	871,680	7,142,032	6,799,784
CAPITAL EXPENDITURE					
Local Roads M & R	960,880	169,632	-	1,149,632	105,406
Regional Roads	179,880	270,671	-	449,671	868,671
Regional Roads Construction	800,880	20,000	-	820,880	579,446
Baradine					
Baradine	50,880	22,000	25,000	97,660	69,513
Binnaway	23,880	6,000	-	29,660	3,000
Coonabarabran	224,880	82,242	-	306,242	312,662
Coolah	110,880	110,000	14,500	234,660	89,840
Dunedoo	128,880	27,249	-	156,249	151,360
Mandocan	40,880	-	-	40,660	-
Total Capital Expenditure	2,634,880	706,696	39,500	3,280,196	2,261,168
Total Expenditure	8,764,925	746,221	911,000	9,422,227	9,028,972
NETT OVERALL RESULT	2,238,816	860,160	797,413	3,608,163	1,597,703

CONTRACT SERVICES

OPERATING INCOME					
Contract Services Management	(11,581)	-	(28,000)	(40,591)	(46,133)
State Roads - Income	(1,125,000)	-	-	(1,125,000)	(2,328,668)
Regional Roads - Block	(210,000)	-	-	(210,000)	(317,912)
Regional Roads	-	-	-	-	-
Local Roads	(410,660)	-	-	(410,000)	(411,617)
Town Street Sealed	(174,300)	-	-	(174,300)	(189,958)
Total Operating Income	(2,032,891)	-	(28,000)	(2,059,891)	(3,261,286)
Total Capital Income	(2,032,891)	-	(28,000)	(2,059,891)	(3,261,286)
OPERATING EXPENDITURE					
Contract Services Management	51,000	-	-	51,000	78,089
State Roads - SMC	1,025,000	-	-	1,025,000	1,864,909
State Rds - SH27 -Golden Hwy	433,000	-	-	433,000	876,484
State Road 18 - Castlereagh Hwy	329,000	-	-	329,000	486,173
National Roads - SH17-Newell	89,000	-	-	89,000	202,521
Regional Roads - (Re seals) - Block	319,000	-	-	319,000	317,912
Local Roads - (Re seals)	419,000	-	-	419,000	411,617
Town Street Sealed - (Re seals)	174,300	-	-	174,300	160,957
Total Operating Expenditure	1,979,300	-	-	1,979,300	2,833,475
Total Capital Expenditure					
Total Expenditure	1,979,300	-	-	1,979,300	2,833,475
NETT OVERALL RESULT	(85,075)	-	(28,000)	(89,591)	(427,811)

FLEET SERVICES

OPERATING INCOME					
Fleet Services Management	(4,391)	-	-	(4,391)	(4,370)
Land Rentals	(24,930)	-	-	(24,930)	(27,117)
Plant & Equipment	(6,116,000)	-	-	(6,116,000)	(4,086,826)
Total Operating Income	(6,144,321)	-	-	(6,144,321)	(4,118,423)

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 181

Total Capital Income	-	-	-	-	-
Total Income	(6,144,321)	-	-	(6,144,321)	(4,118,422)
OPERATING EXPENDITURE					
Fleet Services Mngmt	116,474	-	-	116,474	120,211
Depots	133,750	-	-	133,750	154,504
Plant & Equipment	2,226,300	-	-	2,226,300	2,174,386
Workshop	37,000	-	-	37,000	35,401
Total Operating Expenditure	2,513,524	-	-	2,513,524	2,444,876
CAPITAL EXPENDITURE					
Depots	16,000	12,305	63,680	93,385	84,863
Plant & Equipment	1,543,700	441,821	-	1,985,521	1,628,625
Workshop	16,000	3,920	-	19,920	14,250
Total Capital Expenditure	1,571,700	458,046	63,680	2,093,426	1,637,738
Total Expenditure	4,085,224	458,046	63,680	4,606,950	4,142,544
NETT OVERALL RESULT	(55,897)	458,046	63,680	462,025	24,122

URBAN SERVICES

OPERATING INCOME					
Urban Services Management	(16,641)	(1,360)	(7,000)	(27,034)	(21,994)
Operational Income	(16,641)	(1,360)	(7,000)	(27,034)	(21,994)
Capital Income	-	-	-	-	-
Total Income	(16,641)	(1,360)	(7,000)	(27,034)	(21,994)
OPERATING EXPENDITURE					
Urban Services Management	75,372	-	-	75,372	82,968
Horticulture	690,616	-	-	690,616	868,269
Landscape-Street Cleaning	200,600	-	-	200,600	186,722
Toilets	161,844	-	-	161,844	161,555
Total Operating Expenditure	1,128,762	-	-	1,128,762	1,341,513
CAPITAL EXPENDITURE					
Horticulture	54,376	23,020	88,605	149,001	166,415
Total Capital Expenditure	54,376	23,020	88,605	149,001	166,415
Total Expenditure	1,183,138	23,020	88,605	1,274,763	1,241,328
Total Urban Services	1,194,667	21,627	81,605	1,247,729	1,219,234

WARRUMBUNGLE WASTE

OPERATING INCOME					
Waste Management-Baradine	(113,426)	-	-	(113,426)	(97,599)
Waste Management-Binnaway	(85,791)	-	-	(85,791)	(68,492)
Waste Management-Coonabarabran	(524,466)	-	2,495	(521,971)	(603,498)
Waste Management-Coolah	(170,912)	-	-	(170,912)	(141,388)
Waste Management-Dunedoo	(188,474)	-	-	(188,474)	(143,685)
Waste Management-Mendooran & Coolibah Estate	(84,694)	-	-	(84,694)	(64,162)
Materials Handling Centre Coosa	(93,296)	-	-	(93,296)	(122,007)
Materials Handling Centre Dunedoo	(19,972)	-	-	(19,972)	(33,338)
Waste Management-Other North	(88,560)	-	-	(88,560)	(77,121)
Waste Management-Other South	(57,697)	-	54	(57,643)	(44,648)
Total Operating Income	(1,382,184)	-	2,550	(1,379,634)	(1,295,917)
CAPITAL INCOME					
Recycling Dunedoo	(224,000)	-	-	(224,000)	(224,000)
Total Capital Income	(224,000)	-	-	(224,000)	(224,000)
Total Income	(1,606,184)	-	2,550	(1,603,634)	(1,519,917)

OPERATING EXPENDITURE					
Waste Management	47,000	-	-	47,000	53,613
Waste Management-Baradine	166,054	-	-	166,054	193,646
Waste Management-Binnaway	60,000	-	-	60,000	82,234
Waste Management-Coonabarabran	250,000	-	16,000	266,000	359,276
Materials Handling Centre - Coosa	254,215	-	-	254,215	317,730
Materials Handling Centre - Dunedoo	61,573	-	-	61,573	22,545
Waste Management-Other Northern	67,544	-	-	67,544	65,638
Waste Management-Coolah	200,822	-	-	200,822	211,681
Waste Management-Dunedoo	167,129	-	-	167,129	204,660
Waste Management-Mendooran	66,334	-	-	66,334	82,246
Waste Management-Other Southern	31,749	-	-	31,749	28,921
Total Operating Expenditure	1,402,020	-	16,000	1,447,620	1,558,718
CAPITAL EXPENDITURE					
Waste Management-Coonabarabran	2,000	-	-	2,000	-
Recycling Dunedoo	271,000	(1,500)	-	269,500	282,884
Total Capital Expenditure	273,000	(1,500)	-	271,500	282,884
Total Expenditure	1,705,020	(1,500)	16,000	1,718,514	1,852,602
WARRUMBUNGLE WASTE NETT RESULT	16,836	(1,500)	17,250	154,880	332,684

VILLAGE WATER SUPPLIES

OPERATING INCOME					
Water-Villages	(34,733)	(16,249)	-	(50,982)	(29,937)
Total Operating Income	(34,733)	(16,249)	-	(50,982)	(29,937)
OPERATING EXPENDITURE					
Water-Villages	34,733	-	-	34,733	25,330

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 182

CAPITAL EXPENDITURE					
Water-Villages	-	27,700	-	27,700	-
Total Capital Expenditure	-	27,700	-	27,700	-
Total Expenditure	34,733	27,700	-	62,433	25,330
NETT OVERALL RESULT	-	11,461	-	11,461	14,511
TOTAL TECHNICAL SERVICES	3,786,362	1,058,768	917,842	5,331,312	3,301,062

ENVIRONMENTAL SERVICES MGT					
OPERATING INCOME					
Enviro. Serv. Management	(62,000)	-	-	(62,000)	(58,192)
Town Planning	(62,000)	-	-	(62,000)	(58,192)
Total Operating Income	(124,000)	-	-	(124,000)	(116,384)
CAPITAL INCOME					
Town Planning	(125,000)	-	-	(125,000)	(93,359)
Total Capital Income	(125,000)	-	-	(125,000)	(93,359)
Total Income	(249,000)	-	-	(249,000)	(209,743)
OPERATING EXPENDITURE					
Enviro. Serv. Management	162,671	-	-	162,671	147,463
Town Planning	138,525	-	-	138,525	212,095
Total Operating Expenditure	301,196	-	-	301,196	359,558
CAPITAL EXPENDITURE					
Enviro. Serv. Management	-	-	-	-	-
Town Planning	-	-	-	-	-
State of the Environment	22,500	33,602	-	56,102	58,761
Total Capital Expenditure	22,500	33,602	-	56,102	58,761
Total Expenditure	323,696	33,602	-	399,216	425,999
NETT OVERALL RESULT	148,716	33,602	-	192,216	274,410

HEALTH & BUILDING SERVICES					
OPERATING INCOME					
Health & Building Management	(72,072)	-	-	(72,072)	(69,945)
Pools	(95,400)	-	-	(95,400)	(67,373)
Total Income	(167,472)	-	-	(167,472)	(137,318)
CAPITAL INCOME					
Cemeteries	-	-	-	-	-
Pools	-	-	-	-	-
Total Capital Income	-	-	-	-	-
Total Income	(167,472)	-	-	(167,472)	(137,318)
OPERATING EXPENDITURE					
Health & Building Management	295,090	-	-	295,090	220,836
Cemeteries	138,055	-	-	138,055	120,175
Pools	901,796	-	-	901,796	866,432
Total Operating Expenditure	1,334,941	-	-	1,334,941	1,207,443
CAPITAL EXPENDITURE					
Health & Building Management	-	-	-	-	-
Cemeteries	-	16,904	-	16,904	10,365
Pools	54,500	14,635	5,300	74,435	67,270
Total Capital Expenditure	54,500	31,539	5,300	91,339	77,635
Total Expenditure	1,389,441	31,539	5,300	1,426,280	1,285,078
NETT OVERALL RESULT	91,034	31,539	5,300	132,873	102,240

ORDINANCE SERVICES					
OPERATING INCOME					
Ordinance Services	(30,300)	-	-	(30,300)	(17,162)
Total Income	(30,300)	-	-	(30,300)	(17,162)
OPERATING EXPENDITURE					
Ordinance Services	184,555	-	-	184,555	175,950
Total Operating Expenditure	184,555	-	-	184,555	175,950
CAPITAL EXPENDITURE					
Ordinance Services	-	-	-	-	-
Total Capital Expenditure	-	-	-	-	-
Total Expenditure	184,555	-	-	184,555	175,950
NETT OVERALL RESULT	154,255	-	-	154,255	158,797
ENVIRONMENTAL SERVICES TOTAL	1,164,940	66,742	5,000	1,226,602	1,173,294

COMMUNITY SERVICES MGT					
OPERATING INCOME					
Community Services Management	(47,788)	-	47,769	-	-
Road Safety Officer	(51,455)	-	-	(51,455)	(38,965)
Community Development Officer	(74,225)	-	-	(74,225)	(76,989)
Centrelink Officer	(26,820)	-	-	(26,820)	(37,493)

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 183

Emergency Services	-	-	-	-	-
Noxious Weeds	-	-	-	-	-
Youth Activities	(1,200)	-	-	(1,200)	(14,907)
Community Care-Other	(50,892)	(4,571)	(2,600)	(57,963)	(89,785)
Libraries	(56,488)	-	-	(56,488)	(55,920)
Libraries-Bandline - Inc	(4,513)	-	-	(4,513)	(4,474)
Halls	(28,948)	-	-	(28,948)	(41,811)
Caravan Parks - Inc	-	-	-	-	-
Ovals	(2,128)	-	(2,000)	(4,128)	(5,234)
Aerodromes	(3,312)	-	-	(3,312)	(3,208)
Sport & Recreation-Other	(1,887)	-	-	(1,887)	(10)
Total Operational Income	(284,847)	(4,571)	43,209	(346,249)	(354,032)
Emergency Services	-	-	(3,778)	(3,778)	-
Halls	-	-	-	-	-
Ovals	-	-	-	-	-
WSC Disaster Awareness Campaign	-	-	(3,778)	(3,778)	-
Total Capital Income	-	-	(3,778)	(3,778)	-
Total Income	(284,847)	(4,571)	39,431	(350,027)	(354,032)
OPERATING EXPENDITURE					
Community Services Management	136,488	-	-	136,488	154,818
Road Safety Officer	93,110	-	-	93,110	89,355
Community Development Officer	74,229	-	-	74,229	86,416
Community Development Co Ordinators	75,000	-	-	75,000	76,099
Mens Shed	2,750	-	-	2,750	-
Centlink	26,809	-	-	26,809	28,214
Emergency Services	127,065	-	-	127,065	123,030
Noxious Weeds	82,624	-	3,078	85,642	85,642
Community Care-Other	107,324	4,571	5,000	116,895	126,821
Youth Activities	40,140	-	987	40,827	43,393
Libraries	604,286	-	-	604,286	603,392
Halls	138,430	-	-	138,430	168,477
Ovals	234,547	-	-	234,547	226,488
Aerodromes	87,925	-	-	87,925	86,212
Sport & Recreation-Other	5,129	-	-	5,129	11,535
Total Operating Expenditure	1,735,866	4,571	8,795	1,749,141	1,793,152
CAPITAL EXPENDITURE					
Emergency Services	-	-	5,099	5,099	-
Community Development Officer	-	-	-	-	2,732
WSC Disaster Awareness Campaign	-	-	5,099	5,099	2,732
Youth	-	575	-	575	3,389
Halls-Youth Centre	-	575	-	575	3,359
Community Care - Other	15,000	-	-	15,000	-
Pre-school Dundoo Exp -Cap	15,000	-	-	15,000	-
Halls	3,000	37,798	12,999	53,798	-
Ovals	24,000	-	20,999	44,999	66,022
Aerodromes	-	754	-	754	-
Recreation	24,000	-	-	24,000	37,444
Total Capital Expenditure	69,000	39,327	48,998	157,325	69,548
Total Expenditure	1,804,866	43,898	56,871	1,902,434	1,862,700
NETT OVERALL RESULT	1,419,919	38,327	56,342	1,552,407	1,508,668

SOCIAL SERVICES -

OPERATING INCOME					
Community Transport	(161,576)	-	-	(161,576)	(206,828)
Multiservice Outlet	(499,237)	-	-	(499,237)	(676,743)
Total Operating Income	(660,813)	-	-	(660,813)	(883,571)
CAPITAL INCOME					
Community Transport	(125,000)	-	(7,488)	(132,488)	(28,912)
Multiservice Outlet	(78,000)	(63,759)	-	(141,759)	(15,276)
Total Capital Income	(203,000)	(63,759)	(7,488)	(274,247)	(44,188)
Total Income	(863,813)	(63,759)	(7,488)	(935,060)	(927,759)
OPERATING EXPENDITURE					
Community Transport	182,049	-	(20,473)	161,576	134,166
Multiservice Outlet	386,395	-	-	386,395	475,212
Total Operating Expenditure	568,444	-	(20,473)	547,971	609,378
CAPITAL EXPENDITURE					
Community Transport	125,000	-	22,966	147,966	46,966
Multiservice Outlet	136,932	63,759	-	200,691	117,131
Total Capital Expenditure	261,932	63,759	22,966	354,653	164,097
Total Expenditure	830,376	63,759	2,487	900,622	773,475
NETT OVERALL RESULT	26,443	-	(4,871)	(25,679)	(48,891)

FAMILY SUPPORT SERVICES

OPERATING INCOME					
Community Care-PDC	(66,099)	-	-	(66,099)	(62,467)
Connect 5	(180,954)	-	-	(180,954)	(178,531)
Long Day Care Interim	-	-	-	-	-

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 184

Total Operating Income	(746,884)	-	-	(746,884)	(807,500)
CAPITAL INCOME					
Community Care-FDC	(36,889)	-	-	(36,889)	-
Total Capital Income	(36,889)	-	-	(36,889)	-
Total Income	(770,884)	-	-	(770,884)	(807,500)
OPERATING EXPENDITURE					
Community Care-FDC	668,475	-	(8,824)	652,651	609,196
Family Day Care	552,651	-	-	552,651	609,196
After Hours/Vacation Care	-	-	-	-	(0)
Connect 5	177,332	-	(8,824)	170,666	188,155
Total Operating Expenditure	798,857	-	(13,648)	723,159	756,351
CAPITAL EXPENDITURE					
Community Care-FDC	37,348	-	-	37,348	27,411
After Hours/Vacation Care	-	-	-	-	-
Children Services	12,668	-	-	12,668	18,057
Total Capital Expenditure	49,996	-	-	49,996	38,068
Total Expenditure	796,712	-	(13,648)	773,064	784,419
NETT OVERALL RESULT	18,648	-	(13,648)	3,000	(13,900)

YULUWIRRI KIDS

OPERATING INCOME					
Preschool Grant	(285,636)	-	-	(285,636)	(348,073)
User Charges	(68,218)	-	-	(68,218)	(167,237)
Long Day Care Grant	(38,064)	-	-	(38,064)	(36,139)
Other Income	-	-	-	-	(28)
Long Day Care User Charges	(285,166)	-	-	(285,166)	(429,289)
Total Operating Income	(776,964)	-	-	(776,964)	(974,738)
CAPITAL INCOME					
Total Capital Income	-	-	-	-	(60,888)
Total Income	(776,964)	-	-	(776,964)	(1,035,626)
OPERATING EXPENDITURE					
Coorabarran LDC/Preschool	893,666	-	(13,648)	786,907	1,036,473
Total Operating Expenditure	893,666	-	(13,648)	786,907	1,036,473
CAPITAL EXPENDITURE					
Total Capital Expenditure	-	-	-	-	36,624
Total Expenditure	893,666	-	(13,648)	786,907	1,073,097
NETT OVERALL RESULT	21,699	-	(13,648)	16,001	22,860
COMMUNITY SERVICES TOTAL	1,477,680	39,127	84,093	1,580,908	1,606,563

CORPORATE STRATEGIC MANAGEMENT

OPERATING INCOME					
Corporate Services Management	(248,820)	-	-	(248,820)	(274,516)
Risk Management	(17,750)	-	-	(17,750)	(33,663)
Property Management	(558,862)	-	(145)	(558,937)	(612,672)
Housings & Dwellings	(38,411)	-	(2,826)	(40,439)	(38,612)
Total Operating Income	(864,843)	-	(2,173)	(867,016)	(758,863)
CAPITAL INCOME					
Total Capital Income	-	-	-	-	-
Total Income	(864,843)	-	(2,173)	(867,016)	(758,863)
OPERATING EXPENDITURE					
Corporate Services Manage.	126,736	-	-	126,736	149,211
Risk Management	389,934	-	-	389,934	570,473
Property Management	279,229	-	-	279,229	228,715
Housings & Dwellings	313,234	-	(138,156)	175,028	69,672
Total Operating Expenditure	1,078,123	-	(138,156)	939,927	1,038,071
CAPITAL EXPENDITURE					
Property Management	18,699	6,840	53,570	25,440	12,119
Housings & Dwellings	78,575	-	96,125	92,700	-
Total Capital Expenditure	97,274	6,840	149,695	118,140	12,119
Total Expenditure	1,175,397	6,840	(86,581)	1,095,657	1,050,190
NETT OVERALL RESULT	299,455	6,840	(73,674)	99,341	283,495

FINANCIAL SERVICES & SYSTEMS

OPERATING INCOME					
Finance Serv-Management	(27,278)	-	-	(27,278)	(32,488)
Finance Services	(7,012,187)	-	3,185	(7,009,002)	(7,822,291)
Finance Serv-Gen Fnd - Interest on Investments - Inc	(160,042)	-	-	(160,042)	(454,658)
Finance Services - Water Reading Inc	-	-	-	-	-
Finance Serv-Debtors/Private Works - Inc	(10,788)	-	-	(10,788)	(24,553)
Finance Serv-Agency Fee & Other - Inc	(26,635)	-	-	(26,635)	(30,398)
Finance Serv-Accounts Payable - Inc	(20,000)	-	-	(20,000)	-
Finance Serv-Stores - Inc	(3,500)	-	-	(3,500)	(15,972)
Total Operating Income	(7,030,473)	-	3,185	(7,034,288)	(7,664,771)

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 185

Total Capital Income	-	-	-	-	-
Total Income	(7,039,473)	-	3,185	(7,036,288)	(7,054,777)
OPERATING EXPENDITURE					
Finance Serv-Management	272,539	-	-	272,539	186,667
Finance Services - Capital	-	-	-	-	-
Total Expenditure	1,178,928	-	-	1,178,928	1,048,520
NETT OVERALL RESULT	(5,888,545)	-	3,185	(5,885,360)	(8,003,267)
ADMINISTRATION SERVICES					
OPERATING INCOME					
Administration Serv Management	(4,883)	-	-	(4,883)	(4,714)
Administration Services	(88,259)	-	-	(88,259)	(57,881)
Total Income	(93,142)	-	-	(93,142)	(62,595)
OPERATING EXPENDITURE					
Administration Serv Management	48,988	-	-	48,988	61,901
Administration Services	380,255	-	-	380,255	457,450
Total Operating Expenditure	429,243	-	-	429,243	519,351
CAPITAL EXPENDITURE					
Total Capital Expenditure	-	-	-	-	-
Total Expenditure	429,243	-	-	429,243	518,252
NETT OVERALL RESULT	396,101	-	-	396,101	488,687
SUPPLY SERVICES					
OPERATING EXPENDITURE					
Supply Income	(113,850)	-	-	(113,850)	(137,128)
Supply Services	287,132	-	-	287,132	287,734
Total Expenditure	287,132	-	-	287,132	287,734
NETT OVERALL RESULT	173,282	-	-	173,282	160,606
BUSHFIRE & EMERGENCY SERVICES					
OPERATING INCOME					
Bushfire & Emergency Serv. Mngmnt	(554,350)	-	-	(554,350)	(275,674)
Fire Control/Suppression	(812,701)	-	-	(812,701)	-
Total Operating Income	(1,367,051)	-	-	(1,367,051)	(275,674)
CAPITAL INCOME					
Fire Control/Suppression	(545,809)	-	-	(545,809)	(74,057)
Total Capital Income	(545,809)	-	-	(545,809)	(74,057)
Total Income	(1,912,860)	-	-	(1,912,860)	(349,731)
OPERATING EXPENDITURE					
Bushfire & Emergency Serv. Mngmnt	528,593	-	-	528,593	178,405
Fire Control/Suppression	936,387	-	-	936,387	292,427
Total Operating Expenditure	1,464,980	-	-	1,464,980	498,832
CAPITAL EXPENDITURE					
Fire Control/Suppression	602,130	-	-	602,130	28,264
Total Capital Expenditure	602,130	-	-	602,130	28,264
Total Expenditure	2,067,110	-	-	2,067,110	527,096
NETT OVERALL RESULT	154,157	-	-	154,157	148,485
IT SUPPORT SERVICES					
OPERATING INCOME					
IT Support Services- Management	(505,919)	-	-	(505,919)	(508,093)
Total Income	(505,919)	-	-	(505,919)	(508,093)
OPERATING EXPENDITURE					
IT Support Services- Management	55,375	-	-	55,375	58,919
IT Support Services	454,883	-	-	454,883	450,463
Total Operating Expenditure	510,258	-	-	510,258	510,258
CAPITAL EXPENDITURE					
Total Capital Expenditure	-	-	-	-	-
Total Expenditure	510,258	-	-	510,258	510,258
NETT OVERALL RESULT	-4,139	-	-	-4,139	-411,075
TOTAL CORPORATE SERVICES	(4,862,210)	5,863	(87,489)	(4,977,448)	(4,579,073)

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 186

BARADINE WATER SERVICES					
OPERATING INCOME	(283,472)	-	-	(283,472)	(264,485)
OPERATING EXPENDITURE	223,300	-	-	223,300	242,388
CAPITAL EXPENDITURE	34,800	55,825	71,838	162,165	66,977
CAPITAL INCOME	-	-	-	-	(26,352)
SURPLUS/DEFICIT	(28,672)	55,825	71,838	161,983	7,521

BINNAWAY WATER SERVICES					
OPERATING INCOME	(217,741)	-	-	(217,741)	(189,844)
OPERATING EXPENDITURE	163,400	-	-	163,400	172,434
CAPITAL EXPENDITURE	82,600	56,933	71,838	210,369	44,865
CAPITAL INCOME	-	-	-	-	(28,578)
SURPLUS/DEFICIT	28,159	56,933	71,838	166,022	(11,180)

COONABARABRAN WATER SERVICES					
OPERATING INCOME	(738,692)	-	1,381	(734,311)	(701,362)
OPERATING EXPENDITURE	557,541	-	-	557,541	609,802
CAPITAL EXPENDITURE	283,588	154,717	80,820	488,127	198,255
CAPITAL INCOME	-	-	-	-	(49,800)
SURPLUS/DEFICIT	75,348	154,717	82,311	312,377	54,925

COOLAH WATER SERVICES					
OPERATING INCOME	(382,618)	-	(7,820)	(390,538)	(334,819)
OPERATING EXPENDITURE	213,318	-	-	213,318	228,848
CAPITAL EXPENDITURE	71,888	79,975	71,480	222,465	135,100
CAPITAL INCOME	-	-	-	-	(22,894)
SURPLUS/DEFICIT	(98,388)	79,975	63,660	45,227	(12,354)

DUNEDOO WATER SERVICES					
OPERATING INCOME	(396,626)	-	(4,750)	(341,376)	(283,948)
OPERATING EXPENDITURE	230,460	-	-	230,460	243,811
CAPITAL EXPENDITURE	129,600	21,922	-	159,522	33,743
CAPITAL INCOME	-	-	-	-	-
SURPLUS/DEFICIT	22,832	21,922	(4,750)	49,004	(6,384)

MENDOORAN WATER SERVICES					
OPERATING INCOME	(241,900)	-	(4,550)	(246,450)	(243,272)
Rates & Fees	(188,417)	-	-	(188,417)	(200,936)
OPERATING EXPENDITURE	248,191	-	-	248,191	176,866
CAPITAL EXPENDITURE	25,000	-	67,880	92,880	212,671
CAPITAL INCOME	-	-	-	-	(81,236)
SURPLUS/DEFICIT	29,291	-	63,330	92,541	94,236

BARADINE SEWERAGE SERVICES					
OPERATING INCOME	(168,908)	-	-	(168,908)	(167,360)
OPERATING EXPENDITURE	125,883	-	-	125,883	84,669
CAPITAL EXPENDITURE	15,888	-	-	15,888	-
CAPITAL INCOME	(23,048)	-	-	(23,048)	(72,601)

COONABARABRAN SEWERAGE SERVICES					
OPERATING INCOME	(729,532)	-	1,681	(727,851)	(638,427)
OPERATING EXPENDITURE	435,758	-	-	435,758	459,903
CAPITAL EXPENDITURE	175,888	127,048	-	302,936	130,854
CAPITAL INCOME	(116,982)	127,048	1,681	11,747	(47,693)

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 187

COOLAH SEWERAGE SERVICES					
OPERATING INCOME	(204,937)	-	-	(204,937)	(178,858)
OPERATING EXPENDITURE	116,930	-	-	116,930	143,671
CAPITAL EXPENDITURE	88,000	20,000	-	108,000	5,662
SURPLUS/DEFICIT	(38,007)	60,000	-	21,993	(29,525)

DUNEDOO SEWERAGE SERVICES					
OPERATING INCOME	(174,488)	-	-	(174,488)	(156,490)
OPERATING EXPENDITURE	103,488	-	-	103,488	118,034
CAPITAL EXPENDITURE	60,000	47,434	-	107,434	1,290
Total Expenditure	163,488	47,434	-	210,922	120,135
	(20,958)	47,434	-	26,476	(36,275)

.....
JOHN MCHUGH
ACTING DIRECTOR CORPORATE SERVICES

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 188

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 Road Maintenance Request – Extension of Yearinan Station Road

Background

The owners of the property 'Kathlindon' at the end of Yearinan Station Road are requesting maintenance works on the road access to their property. Council has traditionally maintained 4.7km of Yearinan Station Road, however 'Kathlindon' is at the end of a further 3.1km section which is not maintained by Council. The 3.1km section of road was severely damaged in the December 2010 flood event which now means the road section is impassable and the access runs alongside the erosion in the adjoining paddock

A copy of the letter from the owner of 'Kathlindon' has been forwarded to Councillors under separate cover.

Issues

Council often receives requests to upgrade and maintain sections of road not currently within Council's road maintenance network. Generally, Council has refused to increase the length of road in the road maintenance network on the basis of insufficient funds available to meet expectations on the existing road network. Furthermore, Council has generally refused to undertake maintenance work on Crown Roads.

The legal access to 'Kathlindon' is via a Crown Road and as such Council is being asked to extend maintenance on a Crown Road. However, the location of access road is not within or even close to the correct road alignment. The map in attachment 1.0 indicates the extent of current maintenance works relative to the location of the legal road and the location 'Kathlindon'.

Council road maintenance currently finishes at the property 'Yearinan' which does include a section of Crown Road.

An application was made to the RTA for funding assistance to repair damage to the road access caused by the December 2010 flood event. However, the application was

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 189

refused by Crown Lands on the basis that the actual access is not within the alignment of the legal road reserve. The correct road alignment traverses alluvial flats which appear to be more productive farming country than land used for the existing access. Hence, relocation of the road to the correct alignment does not appear to be an option.

The section of road access damaged by the December 2010 flood event traverses the property 'Yearinan' before the entrance to 'Kathlindon'. The owner of 'Yearinan' has expressed concern about liability for a road that runs through his property, but also recognizes that shifting the constructed road to the correct alignment will be detrimental to farming activities.

Options

Council has discretion in this matter, but should be mindful that any approval will set a precedent for future applications. The following options are apparent;

- Refuse to undertake any repairs on the access road on the basis that Council has no responsibility for maintenance and repair because the road traverses private property and the correct road alignment is a Crown Road.
- Council will only consider undertaking maintenance and repair work on the access road, if the land taken up by the road is created as a legal road. This option requires approval from the owner of Yearinan to creation of a public road over the access road, survey of the proposed legal road and application to Lands Property Management Authority for road opening and closing. Clearly, there are costs associated with this option and Council may wish to consider making a contribution to this process with the remaining contributions coming from the owners of Yearinan and Kathlindon.

Financial Considerations

There is no budget allocation for extending Council's network of roads and any works on the road extension will need to be funded from the existing allocation for maintenance of unsealed roads. The cost to repair the damaged section of access road as requested by the owner of Kathlindon is estimated to be around \$8,000.

The cost of closing the existing Crown Road and opening a new road through the property Yearinan is difficult to determine without quotation from a Surveyor. However, the cost of the process including applicable fees to the LPMA is estimated to be around \$10,000.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 190

RECOMMENDATION

1. That application by the owner of 'Kathlindon' to repair a damaged section of access road is refused on the basis that the road is not within a legal road reserve.
2. Council consult with the owners of 'Kathlindon' and 'Yearinan' with the aim of making a one third (1/3) contribution to the cost of creating a public road over the existing access track and closing the existing Crown Road that traverses the property 'Yearinan'. Furthermore, Council obtains a quotation from a Surveyor to undertake the process of plan preparation for opening and closing the roads.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 191

Attachment 1.0 - Map showing Yearinan Station Road, extent of existing maintenance and location of access road damaged by the December 2010 flood event.



.....
KEVIN TIGHE
DIRECTOR TECHNICAL SERVICES

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 192

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 Up-Date on the progress of the Comprehensive LEP

Council will recall the meeting held in March at the Acacia Motor Inn with the consultants from GHD P/L to go through the draft Strategy document that forms the strategic backbone to the actual LEP itself. Since that meeting Council's changes from the meeting were made to the document and it was sent to the regional office of the Department of Planning in late March for their concurrence to allow public exhibition. The Department replied with issues they had with the document in early June and the consultants and Council staff have since had a meeting with the Departments staff to clarify their concerns. Subsequent to the meeting GHD P/L have made adjustments to the strategy to allow further consideration by the department and it was returned to Council in early July.

The amended document has recently been submitted to the Departments regional office for further review and Council is awaiting their reply.

Council was previously advised that it was successful in obtaining funding from the Department to complete the mapping and actual LEP mapping with the project being managed directly by the Department with Council input. The successful tender was submitted by SMEC Pty Ltd who are a large planning firm who have won other tenders in this round of funding. An inception meeting has been held with SMEC and the Department to clarify roles of the parties and it is planned that Council will be in a position to go on exhibition with both the strategy LEP and DCP sometime in late September early October. To speed up the whole process it has been agreed that all three documents can be exhibited at the same time with the added bonus being that separate exhibitions would only confuse the general public.

The amended timeframe for the whole project now has the end of December 2011 as the targeted completion date.

RECOMMENDATION

That Council note the progress in the Comprehensive LEP project.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 193

4.2 Up-Date on the Council Chambers Extensions

Council has lodged the development application for the construction of the extensions to the Coonabarabran administration building of Council and is on public exhibition until Friday the 26th of August 2011. To date very little interest has been shown in the proposal by members of the community. Should there be no objections received the application will be determined under delegated authority by Council staff in accordance with Council's policies.

At the same time expressions of interest from suitably qualified construction companies has been invited by placing advertisements in local, regional and Sydney papers to obtain a field of potential firms for Council to narrow down to five (5) to invite to provide tenders.

RECOMMENDATION

That Council note the progress in the design of the Coonabarabran Office extensions.

4.3 Proposal for Council to offer one family 2011-12 season ticket to each Swimming Club within the Shire

Background

Council maintains a supporting role to the swimming clubs associated with each of the six swimming pools within the shire. All swimming clubs are run by volunteers, and encourage the social and health benefits of swimming to residents, in addition to training swimmers for competitions.

Council has received letters from the Mendooran and Coolah Swimming Clubs requesting that a Family Season Ticket be made available for the upcoming 2011-12 pool season to allow each club to offer the tickets as a prize in raffles used as fundraisers for the club and in the case of the Mendooran Club requesting a waiver of the lane hire fees from last season being \$220.

It is not recommended to waive any club fees as the club should be aware of these fees which are minor and should budget for them each year.

Each swimming club plays a key role in drawing patrons through the gates of Council's facilities and the maximum cost to Council if each town takes up the offer will be \$1260 (6 × \$210). It must be remembered that this figure may not eventuate and that the person who wins the ticket may have actually had no intention of purchasing a season ticket so there may be no real loss of income to Council.

Proposal

Council to offer one family season ticket to each of the six swimming clubs in the council – Baradine, Coonabarabran, Binnaway, Coolah, Mendooran and Dunedoo. The tickets are to be provided following a written request by each Swimming Club,

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 194

and the offer to be on the requirement that the ticket is to be used for a fundraising event for their club such as a raffle and that the winners must claim the ticket after confirmation from the clubs of the winners names.

RECOMMENDATION

1. Council agree to donate one family 2011-12 season ticket for each of the six Swimming Clubs in the shire. The tickets are to be provided following a written request by each Swimming Club, and the offer to be on the requirement that the ticket is to be used for a fundraising event for their club such as a raffle and not transferable by the winners.
2. That Council advise the Mendooran Swimming Club that it will not be waiving or reducing last years lane hire fees of \$220 however, it will allow a further period until the 31 December 2011 in which the invoice can be paid.

4.4 Proposal for establishment of a Local Heritage Fund

What is a Local Heritage Fund?

The Heritage Branch offers funding to local councils to set up a Local Heritage Fund. Councils can then offer small grants for heritage projects. Funding should be used as an incentive to assist heritage listed items in Local Environmental Plans as a first priority, over non-listed heritage items.

What projects can be funded through a Local Heritage Fund?

The Heritage Branch is flexible about how Council implements its Local Heritage Fund. Funding can be used for a wide range of projects that will deliver good heritage and urban design outcomes. Projects funded through Council's Local Heritage Fund may include (and not be limited to):

- Conservation works and maintenance works projects;
- Adaptive reuse projects;
- Urban design projects that support heritage;
- Conservation management plans.

What does a Local Heritage Fund offer council and the community?

Local Heritage Funding is a great investment for local councils across NSW. For the relatively small dollars that council contributes, a Local Heritage Fund generates positive, feel good community attitudes and long term on-the-ground heritage conservation outcomes.

Local Heritage Funds benefit property owners and managers and foster a positive relationship between the community and council and the wider community in the following ways:

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 195

- Encourage good heritage conservation works,
- Encourage good urban design and well designed adaptive reuse,
- Support sustainability and heritage tourism,
- Encourage works to heritage places.

Legal basis for councils to establish a Local Heritage Fund

Section 356 of the Local Government Act 1993 provides the legal basis for the establishment of a Local Heritage Fund.

Funding of projects

Local Heritage Funds operate on the following formula with funds and resources being provided from three sources:

- Owner of the heritage item – At least 50% of the total project cost,
- Local government – Up to 25% of the total project cost,
- Heritage Branch, Office of Environment & Heritage – up to 25% of the total project cost.

Case studies

Gilgandra Shire Local Heritage Fund

Gilgandra Shire Council established a Local Heritage Fund in 2009. Typical projects funded under this program include:

- Roof restorations,
- Verandah restorations,
- Painting of buildings,
- Replacement of awning blinds.

A particular emphasis has been placed on funding the restoration of buildings within the Gilgandra business district and the main street of Tooraweenah. The works generated by this fund have been as follows:

Financial year	Contribution			Total value of works
	Owners	Council	Heritage Branch	
2009-2010	\$34,480.64	\$8,127.50	\$8,127.50	\$50,067.54
2010-2011	\$28,723.00	\$3,996.00	\$3,996.00	\$36,715.00

Projects funded under this program have generated substantial community goodwill and have encouraged owners of buildings to undertake additional works on their properties. One successful innovation under the Gilgandra Local Heritage Fund has been the provision of small grants to assist with renewal or replacement of traditional striped canvas awning blinds in Miller Street, Gilgandra.

WARRUMBUNGLE SHIRE COUNCIL

**Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council
Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 196**

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 197



WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 198

New awning blinds in Gilgandra.

South West Slopes Credit Union Ltd, Young

South West Slopes Credit Union Ltd operates from the former Rural Bank building in Young. This building has been identified as a contributory item in the Young Heritage Conservation Zone. In 2010-2011 the Credit Union applied for funding to assist with cleaning and repainting of the exterior of its building.

The total cost of the project was \$22,110.00. The Young Local Heritage Fund provided \$3,750.00 towards this project. Young Shire Council's contribution was \$1,875.00. Refurbishment of the exterior of this landmark building has had a positive impact on the Young business district.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 199



South West Slopes Credit Union after repainting.

RECOMMENDATION

That Council establish a local heritage fund to complement its heritage conservation objectives with a supplementary vote of \$10,000 in the 2011/12 financial year.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011
commencing at 11.00am Page 200

4.5 Applications Approved For Month Of July 2011

Complying Development (set criteria) Development Application (Specialised Conditions)	Date Approved	APPLICANT'S NAME	LOCATION (of development)	(Town)	Approved Development Type
DA 87/1011	29/07/2011	A Falzon	Mollyan Road	Binnaway	Construct new AG Shed
DA 93/1011	06/07/2011	Warrumbungle Shire Council	Binnia Street	Coolah	Install sign at Coolah hall
DA 95/1011	06/07/2011	Roach's Hardware	Cassilis Street	Coonabarabran	Construct new storage shed
CDC 96/1011	08/07/2011	Jill Smith	Timor Street	Coonabarabran	Demolition of dwelling
DA 97/1011	07/07/2011	United Group Services	Cnr Digilah & Tallawang St's	Dunedoo	Subdivision

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011
commencing at 11.00am Page 201

WARRUMBUNGLE SHIRE COUNCIL APPLICATIONS RECEIVED JULY 2011

WARRUMBUNGLE SHIRE COUNCIL APPLICATIONS RECEIVED JULY 2011						
CD or DA	Date Received	APPLICANT'S NAME	LOCATION	Town	Type of Development	Status
DA 1/1112	01/07/2011	Jan Grant	Timor Road	Coonabarabran	Erect new Garage	Pending
DA 2/1112	11/07/2011	T Hardie (Royal Hotel)	Bolaro Street	Dunedoo	Re open Bed Rooms	Pending
DA 3/1112	11/07/2011	Taylor Made Homes	Walloo Street	Dunedoo	Erect Pre-manufactured Home	Pending
DA 4/1112	14/07/2011	Kodi Brady	River Road	Coonabarabran	Erect Pre-manufactured home & 2 Sheds	Pending
DA 5/1112	15/07/2011	WSC (Former Crane Building Site)	John & Cassilis Streets	Coonabarabran	New Council Chambers	Pending
DA 6/1112	25/07/2011	Guy Andrews	Barker Street	Coonabarabran	New Shed	Pending
DA 7/1112	29/07/2011	Bill Shakespeare	Warrumbungles Way	Binnaway	Construct new Dwelling	Pending

RECOMMENDATION

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

.....
TONY MEPPEM
ACTING DIRECTOR ENVIRONMENTAL SERVICES

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 202

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

5.1 141 Martin Street Coolah (Lot 2 DP 875499)

Council received a report in relation to the flooding of Council property at 141 Martin Street and agreed to a supplementary vote of \$16,125 being for necessary subsurface and drainage remediation works (Resolution No 246, January 2011).

Quotations were sought and a local plumbing contractor engaged to undertake the recommendations provided by engineering firm, Northwest Projects.

Prior to the work commencing an inspection was made with Council's Director Community Services, Carpenter and Plumber with the Contractor. The proposed subsurface drain system within the boundary of 141 Martin Street raised some issues about removal of mature plants being a screen hedge, replacement and footings of the boundary fence and a very limited space for an effective drain in between the footpath and fence behind the house and alongside the water tank and northern side of the residence.

It has been proposed that the subsurface drain be installed on the adjoining property, being 143 Martin Street above the boundary fence, screen hedge and an existing contour bank. 143 Martin Street is also Council's property used for staff housing.

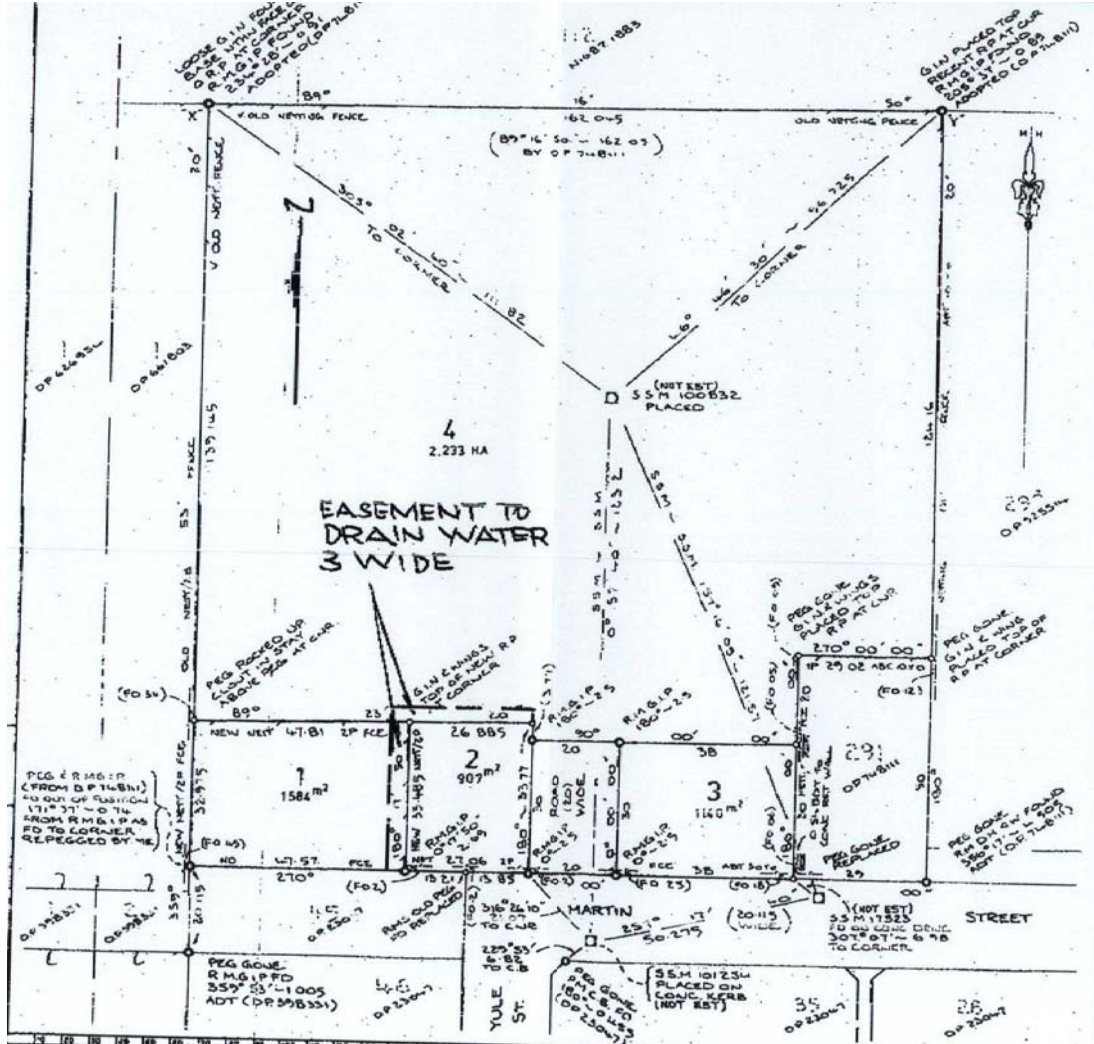
Advice was sought from Northwest Projects who has agreed that if this option was agreeable by Council, it would provide a better water runoff solution than the plan first proposed in January 2011.

This option however requires the creation of a three (3) m wide easement on Lot 1 and Lot 4 of DP 875499 as indicated on the following map. Lot 4 is vacant land. The subsurface drainage will take runoff water into Martin and Lew Streets.

The supplementary vote is subject of a revote request in a separate financial report to Council.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 203



RECOMMENDATION

That Council approves the creation of a three (3) metre wide easement on Lot's 1 and 4 of DP 875499 for the purpose of a subsurface water runoff drain into Martin and Lew Streets, Coolah.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 204

5.2 Fruit Fly Control Program 2011-2012

Castlereagh Macquarie County Council (CMCC) has written to all constituent Council's to ascertain interest in CMCC undertaking a Fruit Fly Control Program throughout each Local Government Area (LGA) in the next 12 months. The cost of this Fruit Fly baiting program to each member Council of CMCC is \$3,078 (ex GST).

The total budget allocation for Noxious Weeds is \$88,039.

This includes annual membership subscription charge of \$84,956; which has been paid, and an allowance for Fruit Fly Control of \$3,083.

RECOMMENDATION

That Council accepts CMCC offer and participates in Fruit Fly Baiting Control program in 2011-2012 at a cost of \$3,078 (ex GST).

5.3 Mendooran VRA

The Emergency Services budget for 2011-2012 does not include a contribution to the Mendooran Voluntary Rescue Association (VRA). Council had in the past few years provided an allocation of \$2,500 as a contribution for vehicle and administration costs. Due to low numbers the Mendooran VRA went into recess for a period of time in 2010 which extended into the new year. At budget preparation time the allocation of \$2,500 (2010-2011) had not been requested and the Association remained inactive. So the decision was made not to include it in this year's budget.

However, following a successful recruitment drive, the Mendooran VRA now has enough trained and accredited volunteers to provide an emergency response during floods and road accidents. The squad is active and will be recognised officially by the Local Emergency Management Committee (LEMC) and District Emergency Management Committee (DEMC) at the next available meeting.

Council has budgeted for a similar contribution to the Coolah and Coonabarabran VRA's being \$2,500 and \$4,000 respectively in the 2011-2012 Management Plan.

RECOMMENDATION

That Council approve a supplementary vote of \$2,500 being a contribution for vehicle and administration costs (electricity and phone) to the Mendooran VRA.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 205

5.4 IT Support Technician Trainee Position

Council resolved in October 2010 to restructure the IT section of Corporate Services after a formal review and assessment of the provision and delivery of IT Support for the organisation (Resolution 153). Andor Systems (Pty Ltd) were appointed as Council's IT Solutions Partner to provide strategic direction and management of IT support functions.

A major infrastructure upgrade of the PC servers and IT network replacement project was implemented, following the adoption of the IT Strategic Plan, presented to Council in January 2011.

Whilst the relationship with Andor remains productive and outcomes are being achieved, there is a demonstrated need for an IT designated role 'on the ground' meeting the day to day operational needs of staff. There is currently a disorganized approach to Website, Intranet, Internet, Telephones – landlines, mobiles, communication systems – emails, remote access and no IT Hardware and Software office system assistance to undertake the minor equipment R&M tasks. Minor questions and requests are being telephoned into Andor; which is not an effective use of this contract.

This support was initially proposed to be provided by a local sub contractor; on behalf of Andor. However, the tasks required are often not able to be planned for a scheduled maintenance visit and not really the type of jobs that require high end specific IT skills. So upon reflection, given the desire by Council to provide opportunities for local Year 12 students to complete their post school Gap 2 years at home, it is proposed and recommended by the IT Review Committee and MANEX to introduce a new IT Support Technician Traineeship at Warrumbungle Shire Council.

An IT Support Technician Trainee will be responsible for operational support primarily:

- Installing desktop and Notebook hardware and software for users.
- Assisting in modifying existing programs to meet requirements of Council.
- Providing users with basic support services, and escalating to Andor Service desk where appropriate
- Downloading and installing appropriate software as directed by nominated Council personnel or Andor Systems Service desk.
- Connecting users to networks and providing all users with basic training if required.
- Providing basic training and self-help instructions for computer users.
- Conducting housekeeping and preparing reports on areas of responsibility.
- Website and Intranet updating and maintenance
- Communications – Telephones, Mobiles,
- Office equipment – Printers etc

Many Council's are utilising the internet for distribution of media and PR material, collection of feedback via electronic means and use of social media such as facebook or email to communicate and engage with residents. An IT Support Technician Trainee will

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 206

bring some focus to the electronic age we live in and assist Council adapt to engage with its community using modern technology.

The IT Support Technician Trainee should be studying or undertake study in a Certificate IV, or similar nationally recognised qualification, in Information Technology. The career prospects of a person with these qualifications and skills gained whilst working on the job and training is very good. Upon completion the Trainee has excellent prospects of entering the workforce at a suitably qualified level or being accepted into University to undertake a Degree in IT or PC Networking. As the Trainee would have worked for two (2) years they are deemed an independent and will be eligible for Youth Allowance.

This Trainee will spend an initial three (3) weeks then one (1) fortnight every quarter being mentored at the Andor head office in Newcastle. Working with technicians in hardware and systems set up and gaining valuable experience on the Andor Service Desk responding to client and Warrumbungle Shire Council enquiries.

It is proposed that this Trainee position be placed in Administration Services; supervised by the Manager Administration in Coonabarabran until a new organisational restructure is implemented. Andor will provide the necessary IT supervision and list of day to day tasks to ensure Council meets the obligations under a NSW Traineeship of having a competent supervisor.

There are currently three (3) Council two (2) year Traineeships being prepared for advertising in October/November to the current group of Year 12 students for commencement in January 2012. The IT Support Technician Trainee will be part of this cohort.

No budget allocation has been made for this position and a supplementary vote request of \$16,000 for the first 6 (six) months is requested. However it will result in savings to the Andor contract for IT Managed Support via the Help Desk. As this position will be able to deal with the minor day to day issues in house the hours purchased from Andor will be better utilised for more difficult and complicated matters.

The position will be presented to the Consultative Committee at the next available meeting.

RECOMMENDATION

That Council approve the new two (2) year Traineeship position IT Support Technician Trainee under Administration Services, subject to Consultative Committee endorsement, and provide a supplementary vote of \$16,000 for the first six (6) months in the 2011-2012 budget.

5.5 Dunedoo SES Controller Reappointment – 2011

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 207

In accordance with the requirements of the State Emergency Services (SES) Act (s 5) the appointment of all controllers is to be formally reviewed by the Commissioner every odd number year with a common reappointment in August.

The position of Controller is a key appointment and has a major bearing on the capacity of the local SES to effectively and efficiently respond during emergencies. Council input has been invited in the recommendation by the SES Region Controller in the reappointment of the Local SES Controller at Dunedoo.

Councils' vary across the state on the method they choose for selection and may either:

1. recommend the person currently serving in the position of Controller
2. recommend another person of Council's choosing
3. recommend to advertise the position and nominees interviews to select the most suitable applicant

The position is currently held by Mr Lloyd Graham, a local with many years of local knowledge in the Dunedoo, Coolah and Mendooran areas. He has experience with both local volunteers as well as the staff from Macquarie Division office at Dubbo.

There is no budget implication of this decision.

RECOMMENDATION

That Warrumbungle Shire Council endorse the reappointment of Mr Lloyd Graham as Local SES Controller at Dunedoo.

5.6 Boat Ramp Castlereagh River - Coonabarabran

A local resident has written to Council requesting that the boat ramp behind No 3 Oval at Coonabarabran into the Castlereagh River be cleaned up. It is proposed that local fishing groups are attempting to restock the river and safe boat access obviously would provide for fishing and recreational activities on the river.

The boat ramp is in a marginal state, showing signs of disrepair, having not been used since the 1970's. There is a significant build up of sand and debris to the waters edge and the access road would require some work. Local's have photographs of skiing in the Castlereagh River around the boat ramp area and above the weir, dating back 30 years or more.

The boat access was closed due to landowners along the riverbank who complained of erosion caused by boat waves. Also there were supposedly a number of mishaps due to boats going over the weir crossing during floods and sand build up restricting traversing up or down stream.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 208

Preliminary investigations have suggested that to restore the boat ramp to a safe condition would require a myriad of compliance requirements by NSW Maritime. The boat ramp is not listed on Council's assets so currently is not an insured item for damage or public liability. A dredging licence would be required by NSW Fisheries to clean up the sand build up near the boat ramp. The costs of this along with the access road works alongside No 3 Oval could be quite prohibitive.

There is NIL budget allocation for the boat ramp in the 2011-2012 Management Plan nor any agreed service provision standards.

Council may wish to gauge public support and community input before a final decision is made and request a full report with cost estimates and technical issues in preparation for 2012-2013 Management Plan.

A map and some photos are enclosed under separate cover for Council information.

RECOMMENDATION

That Council take no further action in the No 3 Oval Boat Ramp clean up request due to unbudgeted, unknown cost and liability issues.

5.7 IT Infrastructure Upgrade and Applications Update

The Infrastructure Upgrade project moved onsite during July, with the installation of the new Servers and migration of all Council's existing applications and functions on to the new and reliable supportable hardware. The 2nd stage of this Phase will be the development of new virtual servers (or virtual machines – VMs) for improved File and Print, Application Support and Terminal Services (the ability to have remote access into the servers) functionality. This stage includes the migration of current server based data.

The installation has not occurred without some disruptions and downtime of Council's software applications due to some inconsistent Network Interface Cards. The whole environment is now stable and being upgraded to be maintained remotely.

The WAN Upgrade Phase is underway and preparations have been completed (design, stage and configure hardware at Andor) to ensure this phase can progress as soon as the dependencies (primarily the deployment of the new Blade Chassis hardware to the Coonabarabran Main Office Server Room) on the Infrastructure Upgrade phase are complete. Estimated time frame for this component is for late August/early September. The 3rd stage will be the migration of users from Lotus Notes to Microsoft (MS) Exchange 2010 for mail, calendar, tasks and contacts.

Policies – Andor are developing a new set of Council policies relating to IT Standard Operating Environments, internet and website usage, communications and user access.

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 209

A Desktop Refresh was implemented in July, with a second and final round to complete the upgrade of the Council desktops and notebooks by September 2011.

The Managed Support Program (MSP) Install Project has progressed as far as it can for now. The current server environment is covered (and MSP will be migrated to the new infrastructure, including the WAN, once deployed). Not all desktops notebooks are currently covered by MSP due to technical issues presented by the age/obsolescence of older hardware in the WSC fleet. This will be progressively addressed through the Desktop Refresh Program (with the first round already completed). A decision was taken to accept reactive support for those desktops/notebooks unable to be included under MSP and put effort and resources into delivering new hardware (rather than trying to manually bring legacy desktops/notebooks under MSP).

A number of issues have again arisen from the outdated and unsupported Applications; namely Microsoft Licences and Lotus Notes and Bluepoint.

Microsoft Exchange Platform

Currently Council systems operate on a MS Office 2003 platform. In order to read new applications (software) we are required to upgrade to MS Office 2010. Unfortunately when the new Servers and PC's were installed in 2005, the Licence arrangements were one off's; which means that there have been no upgrades since then. Patches have had to be installed in order for Council staff to open and read many incoming electronic documents be that from Government departments, accessing grants management software or accessing publications from private businesses.

At \$451 per user licence, which is an Local Government Licence rate the cost of this upgrade is not insignificant and requires Council to approve a supplementary vote request. Currently there are approximately 95-100 licences so the estimated upgrade cost is \$45,100. The new 2010 MS Licences would be purchased with an annual Software Assurance subscription to ensure updates are maintained in the future.

Lotus Notes

This is a notes email server program, which is linked to Council's Document and Complaints Management system called Bluepoint. We have been informed that Bluepoint will not be compatible with MS Exchange 2010 until at least the latter end of 2012. A recommendation has been made by the IT Review Committee to MANEX that Council investigate alternatives and a detailed brief is being prepared to enable Council to advertise for the supply and installation of a new Document and Complaints Management system.

And finally some brighter news to report about Councils Telephone systems.

Telephone Systems - VOIP

The Customnet Phone system installed in 2005; not long after the amalgamation has reached its capacity and alternatives are being investigated. One such alternative is a

WARRUMBUNGLE SHIRE COUNCIL

Ordinary Meeting of the Warrumbungle Shire Council to be held at the Council Chambers, Coolah on Thursday, 25 August 2011 commencing at 11.00am Page 210

Voice Over Internet Protocol (VOIP) system which uses the ADSL and Broadband internet connections for telephone calls. A high end user such as Council will benefit financially from reducing land line rentals and timed local calls. The Servers and WAN upgrade as noted above were all designed with the capacity to install VOIP.

Initial findings reveal the cost of installing VOIP will not only pay for itself in the first year of installation will actually save Council a significant telecommunications bill currently \$11,000 - \$12,000 each month.

The IT Review Committee has recommended to MANEX that Council advertise for the supply and installation of a new VOIP Telephone system.

RECOMMENDATION

That Council notes the IT Infrastructure and Applications update report and approve the advertising of the following tenders to supply and install:

1. A new Document and Complaints Management system to replace Bluepoint
2. A VOIP Telephone system to replace Customnet.

with a report to be brought back to Council for consideration and approval, and **FURTHER** Council approve a supplementary vote of \$45,000 to enable the upgrade from Microsoft Office Applications 2003 to Microsoft 2010 for MS Office and MS Professional.

.....
REBECCA RYAN
DIRECTOR COMMUNITY SERVICES