

WARRUMBUNGLA SHIRE COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COOLAH ON THURSDAY, 17 MAY 2012 COMMENCING AT
9.04AM PAGE 1

PRESENT: Cr Peter Shinton (Chairman), Cr Campbell, Cr Coe, Cr Lewis, Cr Powell,
Cr Schmidt, Cr Sullivan, Cr Todd, General Manager, Director Corporate
Services, Director Technical Services, Director Environmental &
Community Services and Acting Director Community Services.

In attendance: S Morris (minutes)

APOLOGIES: Nil

ABSENT: Cr T Dissanayake

The Mayor welcomed the members of the gallery to the meeting.

9.05am

Forum

Mr Schembri addressed Council in relation to officers from North West Weight of Loads Group approaching him regarding weighing of his truck and issues as a result of that approach.

9.17am

Mr Stanford addressed Council regarding the self care units at Dunedoo and regarding the acquisition and transfer of the old hospital site.

9.28am

Mr Miller addressed Council and congratulated Council on the conduct of Anzac Day and traffic management during the celebrations.

Mr Miller also commented on town committee meetings and requested the inclusion on the Traffic Committee of a local person.

9.35am

The Mayor called for Declarations of Interest (to declare pecuniary or non-pecuniary interest) from Councillors and senior staff in any matter listed in the Agenda for consideration at the meeting. Cr Campbell advised the meeting of a non-pecuniary interest in Item 1.13 – Moorambilla Voices – request for financial assistance.

CONFIRMATION OF MINUTES OF THE ORDINARY MEETING OF WARRUMBUNGLA SHIRE COUNCIL HELD ON 19 APRIL 2012

358/1112 RESOLVED that the minutes of the ordinary meeting of the Warrumbungle Shire Council held on 19 April 2012 be endorsed.

Todd/Sullivan
The motion was carried

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ADOPTION OF THE RECOMMENDATIONS OF THE WARRUMBUNGLA SHIRE COUNCIL AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD ON 8 MAY 2012

359/1112 RESOLVED that the minutes of the Warrumbungle Shire Council Audit and Risk Management Committee meeting held on 8 May 2012 be adopted.

Schmidt/Campbell
The motion was carried

ADOPTION OF THE RECOMMENDATIONS OF THE TRAFFIC ADVISORY COMMITTEE MEETING HELD ON 10 MAY 2012

360/1112 RESOLVED that the minutes of the Traffic Advisory Committee meeting held on 10 May 2012 be adopted.

Lewis/Todd
The motion was carried

Business Arising

Report back on street closures and traffic management plan for Bunny Bazaar.

ADOPTION OF THE RECOMMENDATIONS OF THE ADMINISTRATION BUILDING PROJECT COMMITTEE MEETING HELD ON 26 MARCH 2012 AND 10 APRIL 2012 AND 23 APRIL 2012 AND 7 MAY 2012

361/1112 RESOLVED that the Minutes of the Administration "Building Project Committee meetings held on 26 March 2012, 10 April 2012, 23 April 2012 and 7 May 2012 be adopted.

Sullivan/Coe
The motion was carried

Business Arising

Explanation regarding contingency savings
Display of plans for public viewing

ACCEPTANCE OF THE MINUTES OF THE BARADINE TOWN COMMITTEE MEETING HELD ON 27 MARCH 2012

362/1112 RESOLVED that the Minutes of the Baradine Town Committee meeting held on 27 March 2012 be accepted.

Todd/Campbell
The motion was carried

ACCEPTANCE OF THE MINUTES OF THE BINNAWAY TOWN COMMITTEE MEETING HELD ON 26 MARCH 2012

363/1112 RESOLVED that the Minutes of the Binnaway Town Committee meeting held on 26 March 2012 be accepted.

Lewis/Schmidt
The motion was carried

Business arising

50klm sign heading north out of town towards Coonabarabran – at dip people speed up
Reminder sign that still is speed limit of 50klm.

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ACCEPTANCE OF THE MINUTES OF THE COOLAH TOWN COMMITTEE MEETING HELD ON 28 March 2012

364/1112 RESOLVED that the Minutes of the Coolah Town Committee meeting held on
28 March 2012 be accepted.

Powell/Todd
The motion was carried

ACCEPTANCE OF THE MINUTES OF THE COONABARABRAN TOWN COMMITTEE MEETING HELD ON 20 MARCH 2012

365/1112 RESOLVED that the Minutes of the Coonabarabran Town Committee meeting
held on 20 March 2012 be accepted.

Schmidt/Sullivan
The motion was carried

ACCEPTANCE OF THE MINUTES OF THE DUNEDOO TOWN COMMITTEE MEETING HELD ON 21 MARCH 2012

366/1112 RESOLVED that the Minutes of the Dunedoo Town Committee meeting held on
21 March 2012 be accepted.

Coe/Todd
The motion was carried

Business arising

Robertson Oval – numerous meetings, maintenance work undertaken by staff to dressing
sheds. Discussions regarding oval upgrade and irrigation system.
Crown land in Dunedoo – query availability for residential purposes.

367/1112 RESOLVED that an investigation be undertaken with report back to Council
regarding Crown land in Dunedoo on Talbragar Street and/or Adelyne Street.

Coe/Sullivan
The motion was carried

ACCEPTANCE OF THE MINUTES OF THE MENDOORAN/MERRYGOEN TOWN COMMITTEE MEETING HELD ON 19 MARCH 2012

368/1112 RESOLVED that the Minutes of the Mendooran/Merrygoen Town Committee
meeting held on 19 March 2012 be accepted.

Lewis/Todd
The motion was carried

Business arising

Boiled water alert is still in force and letterbox drop has also been implemented.

10.25am

GENERAL MANAGER'S REPORT

1.1 Staff Awards 2012

369/1112 RESOLVED that Council accepts the recommendation from MANEX and
presents Trevor Honeysett from Parks and Gardens Operator, Dunedoo with the second
quarter Warrumbungle Council Employee Excellence in Achievement Award.

Schmidt/Campbell
The motion was carried

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1.2 Smoke-Free Outdoor Legislation

370/1112 RESOLVED that Council moves towards extending its smoke free outdoor areas Policy to include commercial outdoor dining areas.

Schmidt/Powell
The motion was carried

1.3 Report from Manager Human Resources

Received.

371/1112 RESOLVED that Council revisit the Warrumbungle Shire Competency Based Salary System Foundation Rules Policy and submit any suggested amendments to the Consultative Committee.

Lewis/Schmidt
The motion was carried

1.4 Audit and Risk Management Committee Charter

372/1112 RESOLVED that Council endorses and accepts the following Warrumbungle Shire Council Audit and Risk Management Committee Charter.

Warrumbungle Shire Council Audit & Risk Management Committee Charter

1 Purpose

The Audit & Risk Management Committee is an independent advisory Committee assisting the Council to fulfil its governance and oversight responsibilities. The primary duties and responsibilities of the Audit & Risk Management Committee are to assist the Council to discharge its responsibilities relating to:

- 1.1. Financial reporting process
- 1.2. Business ethics, policies and practices
- 1.3. Management and internal controls
- 1.4. Monitoring the integrity of the Council's financial reporting practices and finance and accounting compliance
- 1.5. Reviewing internal controls, key corporate risks and all audit related matters
- 1.6. Encouraging continuous improvement of Council's systems and practices
- 1.7. Adoption of the Internal Audit Plan
- 1.8. The Council's process for monitoring compliance with policies, laws and regulations and the Council code of conduct.

2 Authority

- 2.1. The Audit & Risk Management Committee is granted delegated authority by Council to carry out its duties and responsibilities as defined in this charter. The Audit & Risk Management Committee has delegated authority to approve investigations into any matters within its scope of responsibility. It is empowered to:

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- a) Resolve any disagreements between management and the auditor regarding financial reporting (subject to confidentiality considerations).
 - b) Pre-approve all auditing and non-audit services.
 - c) After due consultation with the General Manager, retain independent counsel, accountants, or others to advise the committee or assist in the conduct of an investigation.
 - d) Meet with Council management, external auditors, or outside counsel, as necessary.
- 2.2. The member Council acknowledges that professional independence and objectivity are key attributes of an efficient and effective Audit & Risk Management Committee. The member Council and General Manager are therefore committed to uphold and guarantee the professional independence and objectivity of the Audit & Risk Management Committee.

3 Composition

- 3.1. All appointments to the Audit & Risk Management Committee shall be made by the respective Council.
- 3.2. The Audit & Risk Management Committee will consist of:
 - a) Core Members (voting)
 - Councillor appointed by the Council – or alternate Councillor appointed by Council.
 - Two Independent external members (not members of Council, and one to be Chairperson)
 - b. Attendee (non-voting)
 - Mayor
 - General Manager
 - Internal Auditor
 - Director Corporate Services or equivalent
 - c. Invitees (non-voting)
 - Representatives of the external auditor.
 - Other officers of Council as requested by the Audit & Risk Management Committee and/or General Manager.

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3.3. In order to maintain independence, and to comply with the recommendations of the Department of Local Government, Council will appoint independent chairperson.

3.4. The selection of independent members should be undertaken in a transparent and unbiased manner. This could include calling for expressions of interest from interested persons.

4 Tenure

4.1. The term of office for an Audit & Risk Management Committee member shall end on the earlier of:

- a) the day on which the member resigns from the Audit & Risk Management Committee
- b) in the case of a Councillor, the day on which the Councillor ceases to be a Councillor
- c) three years in respect of the independent members or such other term as determined by Council.
- d) the day on which the member's appointment is legally terminated by Council.
- e) the day on which the member is incapacitated by law from holding such office.

4.2. Members are encouraged to serve multiple terms and to plan for an orderly rotation of members so that experienced members will always be serving. The Audit & Risk Management Committee should make recommendations to Council on membership.

4.3. In any event, the appointment of each member of the Audit & Risk Management Committee will be reviewed at the end of the first year and confirmed for the remaining period subject to satisfactory performance as determined by Council. A member may be eligible for re-appointment to the committee for a continuous period not exceeding five years.

4.4. In considering independent members for the Audit & Risk Management Committee, advice will be sought and regard will be given to:

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- a) Recommendations from an accounting industry body, either CPA Australia or the Institute of Chartered Accountants Australia.
 - b) The existence of a nexus between the candidate and the LGAs.
 - c) The Council's plan to share an Internal Auditor, and therefore recognize the benefits of a common Audit & Risk Management Committee chairperson.
- 4.5. The independent members on the Audit & Risk Management Committee should be remunerated for attending Committee meetings. The remuneration shall be adopted by Council.

5 Meetings & Quorum

- 5.1. The committee will meet at least four times a year, with authority to convene additional meetings, as circumstances require.
- 5.2. A quorum shall not exist unless the following are present:
 - At least two of the voting members, one being the appointed Councillor.
- 5.3. Members of the Audit & Risk Management Committee are expected to attend each meeting, in person or via tele or video-conference.
- 5.4. The Audit & Risk Management Committee will invite members of management, auditors or others to attend meetings and provide pertinent information, as necessary.
- 5.5. It may hold private meetings with auditors (see below) and executive sessions.
- 5.6. Audit & Risk Management Committee meetings are to be structured with the use of an agenda to be provided in advance to members, along with appropriate briefing materials.
- 5.7. The Chairperson shall determine the agenda for the Audit & Risk Management Committee in conjunction with Council General Manager.
- 5.8. The Chairperson may allow voting on urgent issues outside of scheduled meetings by email or phone, with the resolution ratified at the next scheduled meeting.

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- 5.9. Minutes will be prepared and distributed to the Audit & Risk Management Committee members and to the next Ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes, if appropriate.
- 5.10. Meetings are to be rescheduled if there is not a quorum. The host Council will minute the proceedings of all meetings.
- 5.11. The chairperson shall endeavour to conduct meetings on a “consensus basis” but formal voting on recommendations shall be required. Each member shall have one vote and a majority of those present shall be required to pass a recommendation. The chairperson shall have a casting vote. The meetings should operate as far as is practical in accordance with the Council’s Code of Meeting Practice.
- 5.12. Business Papers will be prepared and distributed at least 10 days prior to the scheduled meeting.

6 Confidentiality

- 6.1. The Audit & Risk Management Committee will ensure that Committee members comply with all relevant laws and Council’s policies regarding confidentiality, privacy and reporting. Committee members shall treat all information received as part of the Committee as confidential and only disclose the content to third parties with the consent of other members of the Committee.

7 Responsibilities

- 7.1. The Audit & Risk Management Committee has no executive powers, except those expressly provided by Council.
- 7.2. In carrying out its responsibilities, the Committee must at all times recognize that primary responsibility for management of Council rests with the Council and General Manager as defined by the Local Government Act 1993. The Council and General Manager shall ensure that reasonable resources are allocated to providing the Audit & Risk Management Committee with the information it needs to discharge its responsibilities.
- 7.3. The responsibilities of the Audit & Risk Management Committee may be revised or expanded by Council from time to time. The Committee will carry out the following responsibilities:

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a) Financial Statements

- Review significant accounting and reporting issues, including complex or unusual transactions and highly judgmental areas, and recent professional and regulatory pronouncements, and understand their impact on the financial statements. The ARMC can add value for Councillors and the process by reviewing the audit objectives, timeline and process, settlement of identified issues and the independence of the external auditor. This would be done in consultation with the External Auditor, Internal Auditor and management.
- Based on the audit objectives, review with management and the external auditors the results of the audit, timeline and process, settlement of identified issues and the independence of the external auditor. Review the process of the audit, identify unresolved issues.
- Review the annual financial statements before they are presented to Council and consider whether they are complete, consistent with information known to committee members, and reflect appropriate accounting principles. Without having conducted its own assessment the ARMC will need to rely on the work of Internal, External Auditor and management representations. Therefore any recommendation to Council would be based on the External Auditors Management Letter and made under a disclaimer that identifies things such as the audit process, access to records, auditor appears to be suitably qualified, had sufficient time to complete, items identified have been resolved to their satisfaction.
- As part of the External Auditors presentation and management representations, review with management and the external auditors all matters required to be communicated to the Committee under generally accepted auditing Standards.
- Understand how management develops interim financial information, and the nature and extent of internal and external auditor involvement.

b) Risk Management

- Review whether management has in place a current and comprehensive risk management framework, and associated procedures for effective identification and management of business and financial risks, including fraud.
- Review whether a sound and effective approach has been followed in developing strategic risk management plans for major projects or undertakings.
- Review the impact of risk management framework on its control environment and insurance arrangements, and

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- Review whether a sound and effective approach has been followed in establishing business continuity planning arrangements, including whether plans have been tested periodically.

c) Internal Control

- Consider the adequacy and effectiveness of the Council's internal control system, incorporating the:
 - reliability and integrity of financial and operational information systems, including information technology security and control
 - effectiveness and efficiency of operations and
 - safeguarding of assets
 - compliance with contracts, laws and regulations
 - governance framework
- Understand the scope of internal auditors' review of internal control over financial reporting, and obtain reports on significant findings and recommendations, together with management's responses.
- Understand the scope of external auditors' review of internal control over financial reporting, and obtain reports on significant findings and recommendations, together with management's responses.

d) Internal Audit

- Review and recommend approval of the Internal Audit Activity Charter, activities, and staffing, and organisational structure of the internal audit function; and any subsequent changes.
- Have final authority to review and approve the annual audit plan and all major changes to the plan.
- Ensure there are no unjustified restrictions or limitations to the activities of internal audit.
- Review the effectiveness of the internal audit function and objectives, including compliance with The Institute of Internal Auditors' International Standards for the Professional Practice of Internal Auditing.

e) External Audit

- Oversee Council's compliance with the Local Government Act requirements for financial reporting and auditing.
- Review the external auditors' proposed audit scope and approach, including coordination of audit effort with internal audit.
- In accordance with the provisions of s422 to 427 of the Local Government Act 1993, support the General Manager in reviewing the performance of

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the external auditors, and recommend to General Manager final approval on the appointment or discharge of the auditors.

- Review and confirm the independence of the external auditors by obtaining statements from the auditors on relationships between the auditors and the Council, including non-audit services, and discussing the relationships with the auditors.
- Review management's responses to the recommendations in the external auditor's management letter.
- On a regular basis, meet separately with the external auditors to discuss any matters that the Committee or auditors believe should be discussed privately.

f) Compliance

- Review the effectiveness of the system for monitoring compliance with laws, regulations and contracts and the results of management's investigation and follow-up of any instances of noncompliance.
- Review the findings of any examinations by regulatory agencies, and any auditor observations.
- Review the process for communicating the code of conduct to Council personnel, and for monitoring compliance therewith.
- Liaise with the General Manager to obtain regular updates from management and Council legal counsel regarding compliance matters.
- Review other sections of the annual report and related regulatory filings before release and consider the accuracy and completeness of the information.

g) Reporting Responsibilities

- Regularly report to the Council about committee activities, issues, and related recommendations.
- Provide an open avenue of communication between internal audit, the external auditors, and the Council.
- Report annually to the Council, describing the committee's composition, responsibilities and how they were discharged, and any other information required by law, including non-audit services.
- Review any other reports the Council issues that relate to Committee responsibilities.

h) Other Responsibilities

- Perform other activities related to this charter as requested by the Council.

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- Institute and oversee special investigations as needed.
- Review and assess the adequacy of the Audit & Risk Management Committee Charter annually, requesting Council approval for proposed changes, and ensure appropriate disclosure as may be required by law or regulation.
- Confirm annually that all responsibilities outlined in this charter have been carried out.
- Evaluate the committee's and individual members' performance on a regular basis.

i) Individual Responsibilities of Members

Members of the Audit & Risk Management Committee are expected to:

- Understand the relevant legislative and regulatory requirements appropriate to the Alliance member Council.
- Contribute the time needed to study and understand the papers provided.
- Apply good analytical skills, objectivity and good judgment.
- Express opinions frankly, ask questions that go to the fundamental core of issues, and pursue independent lines of enquiry.
- Declare any conflicts of interest before participating in deliberations on the issue where the conflict of interest exists.
- Attend an induction meeting at which they receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities

8 Insurance

Committee members are covered by Council's personal accident insurance only for attendance at meetings and other activities formally endorsed by the Committee, and reported to Council via the minutes.

9 General Public

The Committee will not be open to members of the general public.

10 Code of Conduct

10.1. All members of Council committees are required to observe the provisions of Council's Code of Conduct and any other policy applicable to the proper functioning of the Committee. All new members will be provided with a copy of Council's Code of Conduct and will sign to indicate that they have read and understood their obligations. A breach of the Code of Conduct may lead to the

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member being excluded from the Committee and may include disciplinary action.

- 10.2. In particular, if a committee member has a pecuniary interest in any matter with which the Committee is concerned, and who is present at a meeting of the committee at which the matter is being considered, they must disclose the interest to the meeting and must not be present during any discussion or decision making relating to that matter. Leaving the room is necessary because to remain in the presence of the meeting but refrain from voting is taken to be a vote against the motion (see Clause 25 of the Local Government (General) Regulation 2005).
- 10.3. A person does not breach the above clause if he or she did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.
- 10.4. A member of a committee who has a non-pecuniary conflict of interest in any matter with which the committee is concerned and who is present at a meeting of the Committee at which the matter is being considered will disclose the interest to the meeting as soon as practicable. If a member of the committee has declared a non-pecuniary conflict of interest there are a range of options for managing the conflict. The option chosen will depend on an evaluation of the circumstances of the matter, the nature of the interest and the importance of the issue being dealt with.
- 10.5. Committee members must act in a professional and conscientious manner with any information they obtain as a committee member, especially as committees need openness and honesty to operate efficiently. Committee members should feel free to express their opinions and views without fear of recrimination. It is therefore important that committee members respect each other, despite differences, and work together to create an open and trusting atmosphere.

11 Media Protocol

Council's media relations policy states that all media relations shall be conducted through the Mayor for policy, strategic and emergency matters, and through the General Manager for procedural and operational matters.

12 Review

Amendments to this Charter may be proposed to the Council by the Committee at any time, and change will not take effect until such time as Council has resolved to make any required amendments.

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POLICY DOCUMENT CONTROL

Policy	Version	Resolution	Date
Warrumbungle Shire Council Audit and Risk Management Committee Charter	Version 1	372/1112	17 May 2012

Sullivan/Schmidt
The motion was carried

1.5 Audit and Risk Management Committee Three Year Internal Audit Plan
373/1112 RESOLVED that Council endorses and accepts the Warrumbungle Shire Audit and Risk Management Committee Three Year Internal Audit Plan.

Schmidt/Powell
The motion was carried

1.6 Nomination of Delegate for Secret Postal Ballot – Shires Association
374/1112 RESOLVED that Councillor Shinton be nominated as Council’s voting delegate to take part in the forthcoming secret postal ballot to deal with the matter of One Association, and that his name and personal postal address be forwarded to the Associations to form the Roll of Voters prior to the end of May 2012. **FURTHERMORE** that the vote be in favour of the amalgamation to establish “One Association”.

Sullivan/Coe
The motion was carried

1.7 Promoting Better Practice Review
Received.

1.8 Piece of Infrastructure to be Named after Charlie Nott
375/1112 RESOLVED that Council seek community comment on the proposal to name the Mendooran Water Treatment Plant the Charlie Nott Water Treatment Plant.

Coe/Powell
The motion was carried

1.9 Coonabarabran Cultural Arts & Performance Society
376/1112 RESOLVED that Council does not accede to this request regarding the utilisation of the Coonabarabran Town Hall supper room as an Art Gallery and Cultural Centre

Lewis/Sullivan
The motion was carried

10.53am
377/1112 RESOLVED that standing orders be suspended to break for morning tea.

Sullivan/Powell
The motion was carried

11.18am
378/1112 RESOLVED that standing orders be resumed.

Lewis/Sullivan
The motion was carried

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1.10 'In the Company of Heroes 1915-2015' travelling exhibition

379/1112 RESOLVED that each town and village be given the opportunity to hold display through provision of a suitable venue for the display of the exhibition throughout its duration and allocate a Council Officer to act as Exhibition Liaison between Operation Pilgrimage and the many community groups in the district.

Sullivan/Powell
The motion was carried

1.11 Brick Bats and Bouquets

Received.

1.12 Division of Local Government

**- Guidelines for the Payment of Expenses and the Provision of Facilities
for Mayors and Councillors in NSW**

Received.

11.28am

Councillor Campbell declared a non-pecuniary interest in the next item for consideration and left the room.

1.13 Moorambilla Voices – Request for Financial Assistance

380/1112 RESOLVED that Council not accede to this request for financial assistance.

Schmidt/Powell
The motion was carried

11.40am

Councillor Campbell returned to the meeting

1.14 NSW Rural Fire Service

381/1112 RESOLVED that the General Manager be authorised to sign the 2012/2013 Rural Fire Fighting Fund estimate with a contribution of \$395,977.

Schmidt/Coe
The motion was carried

1.15 2011 Community Building Partnership Program – Refresh to Replay

382/1112 RESOLVED that Council accepts the Letter of Offer subject to the term and conditions of the grant from the NSW Government 2011 Community Building Partnership Program Project No 11810 for the upgrade of the Theatre complex and **FURTHERMORE** provides a supplementary vote of \$18,720 to meet Councils financial contribution towards the project.

Campbell/Schmidt
The motion was carried

1.16 Management Plan Report – March 2012

383/1112 RESOLVED that Council note and receive the report.

Schmidt/Campbell
The motion was carried

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11.50am

1.17 Operational Plan

384/1112 RESOLVED that Council endorse the draft Warrumbungle Shire Council Operational Plan 2012-2013 and place on public exhibition for at least 28 days, to be presented with feedback and community comment at the June 2012 meeting.

Schmidt/Todd
The motion was carried

1.18 Delivery Program

385/1112 RESOLVED that Council endorse the draft Warrumbungle Shire Council Delivery Program 2012-2016 and place on public exhibition for at least 28 days, to be presented with feedback and community comment at the June 2012 meeting.

Powell/Campbell
The motion was carried

1.19 Resourcing Strategy

386/1112 RESOLVED that Council accepts the Resourcing Strategy in draft; being the Long Term Financial Plan (2012-2022), Asset Management Plan (2012-2011) and Workforce Management Plan (2012-2016).

Sullivan/Todd
The motion was carried

12.29pm

DIRECTOR OF CORPORATE SERVICES' REPORTS

2.1 Bank Reconciliation and Investment Reports - Month Ending April 2012

387/1112 RESOLVED that Council accept the Bank Reconciliation and Investments Report for the month ending 30 April 2012.

Schmidt/Powell
The motion was carried

2.2 Rates and Charges Collection Report up to and including April 2012
Received.

2.3 National Broadband Network Lease Proposal

388/1112 RESOLVED that Council agrees in principle to the installation of a National Broadband Network fixed radio tower in the proposed site being Part Lot 4 DP 1022595 and accepts the Heads of Agreement however with a proposed rental of \$7,500 per annum.

Sullivan/Schmidt
The motion was carried

2.4 Workstations/Cabling – Data and Voice

389/1112 RESOLVED that Council provide a supplementary vote of \$24,568 for installation of the QoS network by Andor Systems Pty Ltd at a cost of \$69,568

Schmidt/Campbell
The motion was carried

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2.5 Quarterly Budget Review Statement – Quarter Ending 31 March 2012

390/1112 RESOLVED that Council accept the Quarterly Budget Review Statement for the quarter ending 31 March 2012.

Todd/Sullivan
The motion was carried

1.00pm

391/1112 RESOLVED that standing orders be suspended to break for lunch.

Todd/Lewis
The motion was carried

1.50pm

392/1112 RESOLVED that standing orders be resumed.

Campbell/Schmidt
The motion was carried

DIRECTOR OF TECHNICAL SERVICES' REPORTS

3.1 NSW Local Roads Congress - Communique

393/1112 RESOLVED that the communique from the 2012 NSW Local Roads Congress is presented to the Member for Barwon and the Member for Parkes, furthermore the Honourable members are requested to address funding issues raised in the communique.

Schmidt/Coe
The motion was carried

3.2 Proposal to Extend Water Main in Baradine

394/1112 RESOLVED that:

1. Council adopts the 50% contributions plan based on equal shared cost for extension of water mains in Namoi Street with 100% uptake. Furthermore, submissions are invited from affected property owners on the proposed contributions plan and the responses are considered by Council during preparation of the 2012/2013 budget.

2. A report be prepared outlining further funding models of costings for provision of the water supply in Baradine Aerodrome Road.

Campbell/Todd
The motion was carried

DIRECTOR OF ENVIRONMENTAL & COMMUNITY SERVICES REPORTS

4.1 Salinity & Water Quality Alliance Five Year Plan Financial Contribution

395/1112 RESOLVED that Council agree to continue its membership of the Central West Councils Salinity and Water Quality Alliance for the 2012/13 and 2013/14 years at a cost of \$3000 per year and further that the five year plan developed by the alliance in January 2012 be adopted by Council.

Schmidt/Powell
The motion was carried

WARRUMBUNGLE SHIRE COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD
AT THE COUNCIL CHAMBERS, COOLAH ON THURSDAY, 17 MAY 2012 COMMENCING AT
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4.2 Recent Dog attacks in Dunedoo

Received.

4.3 Report on Heritage Action Plan 2011/2012

396/1112 RESOLVED that Council adopt the reports on the Heritage Strategy Annual Report 2011-2012 (Attachment 'A'), Local Heritage Fund for 2011/2012 (Attachment 'B') and adopt the 2012/2015 draft Heritage Strategy (Attachment 'C').

Sullivan/Schmidt
The motion was carried

4.4 Development Applications

397/1112 RESOLVED that Council note the Applications Received for the month of April 2012, the Applications Held Pending as at 30 April 2012 and their status, and of those approved during April 2012, under Delegated Authority.

Schmidt/Campbell
The motion was carried

4.5 Warrumbungle Shire Council 149 Certificates Processed April 2012

Received.

ACTING DIRECTOR OF COMMUNITY SERVICES REPORTS

5.1 Human Services (Centrelink) Agent and Access Point Program Coonabarabran

398/1112 RESOLVED that the contract with Department of Human Services for provision of Agency Services in Coonabarabran be renewed for the period 1st July 2012 to 30th June 2013.

Campbell/Powell
The motion was carried

5.2 Macquarie Regional Library draft Strategic Plan and Delivery Program

Received.

5.3 Mendooran Mechanics Institute – NSW Heritage Grant

399/1112 RESOLVED that Council approves the supplementary vote of income and expenditure of \$19,868 to the Mendooran Hall Capital Expenditure budget, reflecting NSW Heritage Grant contribution to the Roof Replacement Project **FURTHERMORE** approves the savings made in the original project be expended on the restoration of the Proscenium for \$9,520.

Schmidt/Campbell
The motion was carried

Dunedoo Polocrosse Club

400/1112 RESOLVED that Council accede to the request from Dunedoo Polocrosse Club for financial assistance from the donations other budget of the sum of \$200.00.

Lewis/Coe
The motion was carried

WARRUMBUNGLA SHIRE COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLA SHIRE COUNCIL HELD
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QUESTIONS FOR NEXT MEETING

Cr Campbell

Current situation with LEP

General Manager

Commitment to get business paper to them on Fridays prior to meeting
June meeting at Coonabarabran High School

Cr Shinton

Mining Related Councils – those going to conference attend dinner with representatives
from Mining Related Councils group.
Graham Blight – Director NRMA – road funding for Newell Highway

Cr Coe

Robertson oval – organise advisory group meeting from users of oval and look at plans

Cr Lewis

Warkton Road or Tannabah Road – signage – issues regarding naming
Coonabarabran water supply – odour and taste of water – electrical fault in mixer
Budget – is volunteer costs in Binnaway included in budget

Cr Sullivan

Cameras – where up to with cameras. Council has them and placed in ad hoc manner.

Cr Todd

Footpath in Baradine – repairs to path outside top Hotel

2.45pm

401/1112 RESOLVED:

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

Schmidt/Todd
The motion was carried

3.30pm

402/1112 RESOLVED Council move out of closed Council and into open Council.

Schmidt/Todd
The motion was carried

WARRUMBUNGLE SHIRE COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE WARRUMBUNGLE SHIRE COUNCIL HELD
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The General Manager announced the following resolution to the general meeting.

1C National Broadband Network Lease Proposal

Dealt with earlier.

2C Workstations/Cabling – Data and Voice

403/1112 RESOLVED that Council shortlist Guy Andrews Electrical and National Technical Services and authorise the General Manager to approve the final selection of the contractor for the installation of Data and Voice Cabling Project and **FURTHERMORE** report back to Council at the June meeting the final project cost and supplementary vote request.

Coe/Campbell
The motion was carried

3C Aged Debtors >90 Days

404/1112 RESOLVED that Council approve the write off of aged debtors being bad debts for a total of \$23,131.53

Schmidt/Campbell
The motion was carried

405/1112 RESOLVED that the General Manager's total remuneration package increase to \$195,000 effective from 2nd May 2012 being the 12 month anniversary of his contract.

Powell/Todd
The motion was carried

406/1112 RESOLVED that the reimbursement of relocation expenses relating to the General Manager be increased from \$3,000 to \$6,000 in accordance with Council's Relocation Expenses Policy.

Sullivan/Lewis
The motion was carried

There being no further business the meeting closed at 3.33 pm.

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CHAIRMAN